

# Archbishop Beck Catholic Sports College

## Local Offer

### **1. How will I be involved in discussions about and planning for my child's education?**

You can meet the Head of Learning Support, Mrs Allen, by arranging an appointment prior to your child's admission to the college, and at any time during the academic year.

You will be invited to Annual Reviews and/or Parent's Evenings each year where progress and targets for improvement will be discussed. You may also contact Mrs Allen by telephone for advice or to request or to pass on information.

### **2. How will college staff support my child?**

After analysing information from your child's primary school and assessment data in Year 7, Learning Support Assistants, Pastoral Staff and Subject Teachers will be made aware of your child's learning and/or behavioural needs. Targets will be set for students that are monitored and reviewed to ensure that you and your child are kept up to date with progress made.

In July, prior to your child starting in September, Parents/Carers are invited to a meeting after the children have spent a day in the College. Information about how the College supports all students to reach their full potential is shared at this meeting. After the meeting Parents are invited to meet Mrs Allen to discuss any issues related to learning support to ensure that appropriate support is in place for the new academic year.

The Governor with responsibility for SEND is kept up to date with all related matters by the annual updating of the SEND Information Report by Mrs Allen, and is also informed of developments at Governor's Meetings by the Line Manager for SEND, Ms Griffiths.

The effectiveness of provision for students with SEND is monitored by a regular assessment process so that changes to provision can be made where necessary.

### **3. How will the curriculum be matched to my child's needs?**

At Archbishop Beck Catholic College, we understand that all students have different learning styles and learn at their own pace. To ensure that all students reach their full potential we place them in sets across the curriculum, according to their need and ability. Smaller groups/sets are provided for our students who need this and lessons are appropriately differentiated. The pace and challenge in all lessons in all

sets, supports every pupil to achieve good outcomes and realise their true potential. Learning Support Assistants may also support their learning in lessons.

You will be made aware of your child's targets in each subject and given regular updates on how well your child is doing in relation to these targets. The teachers will usually offer advice on how you can best support your child at home, should you require it.

You will receive a College report and an invitation to Parents' Evenings. You can contact Mrs Allen and arrange an additional meeting, or a telephone conversation, should you have any concerns about the progress of your child. There will be regular sessions when Mrs Allen will be available to answer questions.

#### **4. What support will there be for my child's overall wellbeing?**

The College's Pastoral Team is led by the Head teacher, Assistant Head teachers and Progress Managers. In each year group there is a Progress Manager, an Assistant Progress Manager and a Form Tutor. Learning Mentors are allocated to students when needed and our Lead Child Protection Officer is Mr P Stirling and the Deputy Child Protection Officer is Mrs Margarita Haddock.

The Form Tutor will be the first point of call, if they should have a concern, as they will be registered by them every morning.

There are also opportunities for students to share their views and opinions with members of the 'Student Voice'. If your child has medical needs you will be invited, along with health care providers, to contribute to a Health Care Plan. Students requiring medication during the College day should bring their medication to Students Support Services.

Break and Lunchtime clubs operate for vulnerable students and students struggling with friendship groups.

#### **5. What specialist services and expertise are available at, or accessed by, the College?**

At College, all staff, informed by Mrs Allen (Head of Learning Support), Learning Support Assistants and Learning Mentors, support students with special educational needs.

The College also accesses specialist services when appropriate, including: The Educational Psychology Service, Physiotherapy, Speech and Language Therapy Services, The Sensory Service, Learning and Behaviour Outreach Support from special Colleges, including Bankview, Ernest Cookson and Abbot's Lea, Child and Adolescent Mental Health Services (CAMHS), Education Welfare and Connexions.

#### **6. What training do staff supporting children and young people with SEND have?**

Archbishop Beck Catholic College ensures that staff are trained to support students with a wide range of special educational needs. This includes training in ADHD, ASD, dyslexia, behaviour management and medical conditions. All teachers receive regular training, including safeguarding, and there are many members of staff with First Aid Certificates.

**7. How will my child be included in activities outside the classroom including College trips?**

Full participation in the curriculum and extra-curricular activities is expected for all students. For some students a full risk assessment may be carried out, in partnership with parents, to ensure all aspects of Health and Safety are covered before a planned activity.

Children with SEN will be included in all College activities and trips, with appropriate assistance where necessary.

**8. How accessible is the College?**

All buildings are fully accessible for wheelchair users. There are disabled toilet facilities and other adjustments are made according to need.

**9. How will the College support my child to join the College and how will the College support my child in transferring to the next stage of education?**

Our pastoral team organise transitional visits for students who apply for a place at the College, during the final term in primary school. The visits enable prospective students to enjoy taster classes and activities. The College also runs a Summer School for Year 6 students, an Open Evening and a New Intake Day. Parents, or Year 6 teachers of students who need additional transitional visits can contact Mrs Allen and this can be arranged.

Mrs Allen attends a Transition Forum in June, where Year 6 teachers discuss students who are vulnerable and/or have SEN. Extra Support will be put in place, as required, prior to the taster day.

For students moving to college, sixth form or work based learning, transition plans begin in Year 9 so that the new provision is fully aware of a pupil's support needs when they eventually transfer. Connexions (The Careers Service) may be involved at this stage.

**10. How are the College's resources allocated and matched to a child's or young person's special needs?**

Decisions on how to allocate resources are made according to the needs of the pupil. Heads of Department deploy Learning Support Assistants to ensure that students benefit from additional in-class support. Resources such as Laptops,

coloured overlays etc. are purchased from a budget, made in conjunction with College Governors at Headteacher level. Learning Support Assistants operate intervention programmes to support in Literacy and Numeracy.

**11. How is the decision made about what type and how much support my child receives?**

The progress of all students is tracked closely with targets and levels closely monitored and reviewed in partnership with parents. Students in the lowest and smallest groups will more than likely have access to the Learning Support Assistants but their timetables are flexible and can be changed to accommodate pupil need. Notebooks, overlays etc. will be loaned to students according to need. Students with difficulties in literacy will be assessed and may be included in a literacy intervention group.

**12. How are parents involved in the College? How can I be involved?**

Parents are invited to seek election as parent governors. Early transitional meetings and visits are arranged for all parents of prospective students;  
Parents are given the College contact details and encouraged to make individual appointments if they have any specific worries or concerns;  
Parents are invited to a variety of events, involving students throughout the year  
There is an active P.T.A.

**13. Complaints: How Archbishop Beck Catholic College handles complaints from parents/carers of pupils with SEND about SEND provision.**

Any complaints should first be raised with the SENCO, then if necessary with the Head teacher and finally, if unresolved, with the SEN Governor. All complaints follow the school's complaints procedure. Parents and young people have a right to appeal any decision made by the local authority at a First –Tier Tribunal.

**14. Who can I contact for further information?**

Parents are encouraged to contact College and / or visit the College's website: [www.archbishopbeck.com](http://www.archbishopbeck.com) or contact by e-mail at [info@beck.uk.com](mailto:info@beck.uk.com) or telephone 0151 525 6326 for further information.

The Local Offer can be found in the Family Services Directory on the City Council website: [www.liverpool.gov.uk](http://www.liverpool.gov.uk) or [www.fsd.liverpool.gov.uk](http://www.fsd.liverpool.gov.uk)