

Bushey Heath Primary School

SEND Parent/ Carer Information Report

A vibrant school inspiring children to realise their potential

At Bushey Heath Primary School, we are committed to ensuring that every child feels valued, supported and able to thrive. We believe that all children can succeed when given the right support at the right time.

This guide answers common questions parents and carers may have about SEND provision in our school.

1 How do we know if a child needs extra help?

We carefully monitor the progress and wellbeing of all pupils as part of our everyday teaching.

We identify additional needs through:

- Ongoing classroom assessment and observation
- Termly formal assessments
- Pupil Progress Meetings with teachers, the SENDCo and the Headteacher
- Discussions with parents and carers
- Listening to pupils themselves

If concerns arise, these are recorded and appropriate strategies are put in place. Progress is then reviewed over 4–6 weeks.

If needed, and following discussion with parents, a child may be added to our SEND register.

What should I do if I'm worried?

Please speak to your child's class teacher in the first instance. We value your insight and want to work in partnership with you.

You can also contact the Senco directly:

senco@busheyheathjm.herts.sch.uk

What does SEND mean?

According to the SEND Code of Practice (2015), a child may have SEND if they:

- Have significantly greater difficulty in learning than most others of the same age, or
- Have a disability which makes it harder to access facilities generally provided in mainstream schools.

2 How will staff support my child?

Our first approach is always high-quality teaching, adapted to meet individual needs.

If further support is needed, this may include:

- Small group interventions
- 1:1 support
- Adapted resources
- In-class targeted support
- Specialist programmes

Support may be short daily sessions or longer weekly sessions, depending on need.

Class teachers remain responsible for your child's progress at all times and work closely with support staff and the SENDCo.

We also have a SEND Governor who oversees the quality of provision.

3 How will I know how my child is doing?

We believe communication with parents is essential. You will be kept informed through:

- Meet the Teacher sessions (September)
- Parent Consultation Evenings (Autumn & Spring)
- Three SEND Review Meetings each year (Autumn, Spring, Summer)
- Annual Reviews for children with EHCPs
- Annual written reports (July)
- Meetings or phone calls arranged via the school office

All reports from outside professionals are shared with parents.

You can request a meeting at any time.

4 How is support matched to my child's needs?

Support is based on:

- Teacher assessments
- Previous attainment and progress
- Parent views
- Pupil voice
- Professional advice (where appropriate)

We use the Hertfordshire Descriptors of Need and Provision to ensure appropriate support levels.

Children are actively involved in discussions about their support.

5 What support is there for emotional wellbeing?

Your child's wellbeing is extremely important to us.

- Miss Lorna Allett is our Mental Health Lead Practitioner
- Children can talk to trusted adults at any time
- We work with the School Nurse and external professionals
- Individual Healthcare Plans are written when required
- Medication is securely stored and administered by trained staff
- We have close links with a Speech & Language Therapist

All staff are trained in safeguarding and first aid.

6 What specialist services do we work with?

We may access support from:

- Speech and Language Therapy
- School Nurse
- Colnbrook & Chessbrook outreach
- Acorns
- Speech, Language, Communication & Autism Team
- Physical & Neurological Impairment Team
- Visual & Hearing Support Services
- DSPL9 Triage
- Family Support Workers (Southwest Herts Partnership)

Referrals are discussed fully with parents.

7 What training do staff have?

- SENDCo achieved the National Award for SEN Coordination (2024)
- All staff trained in Autism Education Trust (AET) Tier 1
- Annual Safeguarding & First Aid training
- Designated Safeguarding Lead and four Deputies
- Ongoing SEND-specific professional development

We are committed to keeping our knowledge up to date.

8 How can I help support my child at home?

We work in partnership with families.

You will receive:

- Regular updates on strategies
- Curriculum information
- Homework (reading and maths weekly)
- Advice shared during SEND reviews

We also signpost families to additional support through DSPL9 and our Family Support Worker.

9 How will I be involved?

You are a key part of your child's education.

You will be involved through:

- Parent consultations
- SEND review meetings
- EHCP annual reviews
- Informal meetings throughout the year

Parents are also represented on our Governing Body.

10 Will my child be included in trips and activities?

Yes — absolutely.

All children are included in:

- School trips
- Clubs
- Workshops
- Whole school events

Risk assessments are completed and additional staff support is arranged if needed. Parents are consulted to ensure full participation.

11 Is the school accessible?

Yes.

- Fully compliant with the Equality Act
- Wheelchair accessible
- Disabled toilet and changing facilities
- Specialist equipment provided where needed
- Advice sought from medical professionals

12 Who should I contact?

Your first point of contact is your child's class teacher.

You can also contact:

senco@busheyheathjm.herts.sch.uk

Appointments can be made via the school office.

13 How do you support transitions?

We have strong transition programmes for:

- Starting Reception
- Moving between year groups
- Moving to secondary school
- Joining us mid-year

Support is tailored to each child's needs. Extra visits and meetings can be arranged.

14 How are SEND resources allocated?

Our SEND budget is used to:

- Employ Learning Support Assistants
- Purchase specialist resources
- Provide staff training

Additional funding may be accessed through:

- EHCP High Needs Funding
- Local High Needs Funding (LHN)

15 How is the level of support decided?

Support is based on:

- Detailed assessment
- Identified barriers to learning
- Parent and pupil views
- Professional advice

Provision is reviewed regularly and adjusted where necessary. Our focus is on early identification and effective support.

16 Where can I find further support?

Hertfordshire Local Offer

<https://www.hertfordshire.gov.uk/microsites/local-offer/the-hertfordshire-local-offer.aspx>

DSPL9

www.dsplarea9.org.uk

SENDIASS (Independent Advice Service)

<https://www.hertssendiass.org.uk/about-us.aspx>

17 Complaints

If you have concerns, please speak to us first so we can work together to resolve them.

If necessary, complaints should follow the school's Complaints Policy:

Date Policy Reviewed/Amended:	July 2026
Chair of Governors:	James Hughes
Headteacher:	Penny Barefoot
Review Date:	July 2027
Reviewed by:	Full Governing Body