



# Nancealverne School Inclusion Policy

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## Introduction

Our school Nancealverne School is a special educational needs school located in Cornwall, which educates pupils aged three to nineteen. We have seventy-eight pupils on roll, all of whom have an Educational Health Care Plan (EHCP) and special educational needs (SEN).

Our school is a school committed to inclusion, in which we focus on the well-being and progress of every child and where all members of our community are of equal worth. All children share a common entitlement to a broad and balanced curriculum, which meets their social and learning needs, which includes opportunities for inclusion.

We recognise, respect and value difference and understand that diversity is a strength. We believe that diversity is a strength, which should be respected and celebrated by all those who learn, teach and visit the school. This does not mean that we will treat all learners in the same way, but that we will respond to learners in ways, which take account of their varied life experiences and needs.

## Objectives of this policy:

- To ensure equality of opportunity for all of our pupils
- To continually monitor the impact and effectiveness of inclusion opportunities
- To continuously develop our ways of working in order to provide the highest quality of opportunities for our pupils, within the resources available
- To identify and outline the role and responsibilities of staff in ensuring the inclusion of children at Nancealverne School
- To involve parents / carers at every in plans to meet their child's additional needs
- To involve children themselves in planning and in any decision making that affects them

## Roles and responsibilities

### **The Head teacher at Nancealverne will:**

- Allocate roles and responsibilities to staff so that special needs are met
- Liaise with staff, Inclusion leader, support services, parents and children
- Report to governors on the needs of pupils in their care
- Relegate the organisation of review meetings to the Inclusion leader
- Ensure that the needs of pupils are met within the school

### **The Inclusion leader at Nancealverne will:**

- Play a key role in delivering the strategic development of the Inclusion policy and provision
- Support class teams with setting up inclusion links within school, with other schools and within the local community
- Monitor the needs of inclusion needs of pupils
- Monitor the impact and effectiveness of inclusion arrangements
- Meet regularly with the Head teacher to discuss inclusion needs across the school
- Make contact with other services, including other schools, to support inclusion
- Report to governors as requested by the Head teacher
- Keep their own skills updated by reading, researching and attending INSET and appropriate related external courses

### **Teachers at Nancealverne will:**

- Discuss pupils inclusion needs with the Inclusion Leader and parents / carers and contribute to the planning and provision to meet identified needs
- Monitor the effectiveness of inclusion arrangements with the inclusion leads support
- Respond flexibly to pupils' inclusion according to their needs
- Enable each pupil to be and feel included

### **Governors at Nancealverne will:**

- Identify at least one governor with a responsibility for liaising with the inclusion lead
- Ensure that the schools has effective procedures for ensuring all pupils have opportunities for inclusion

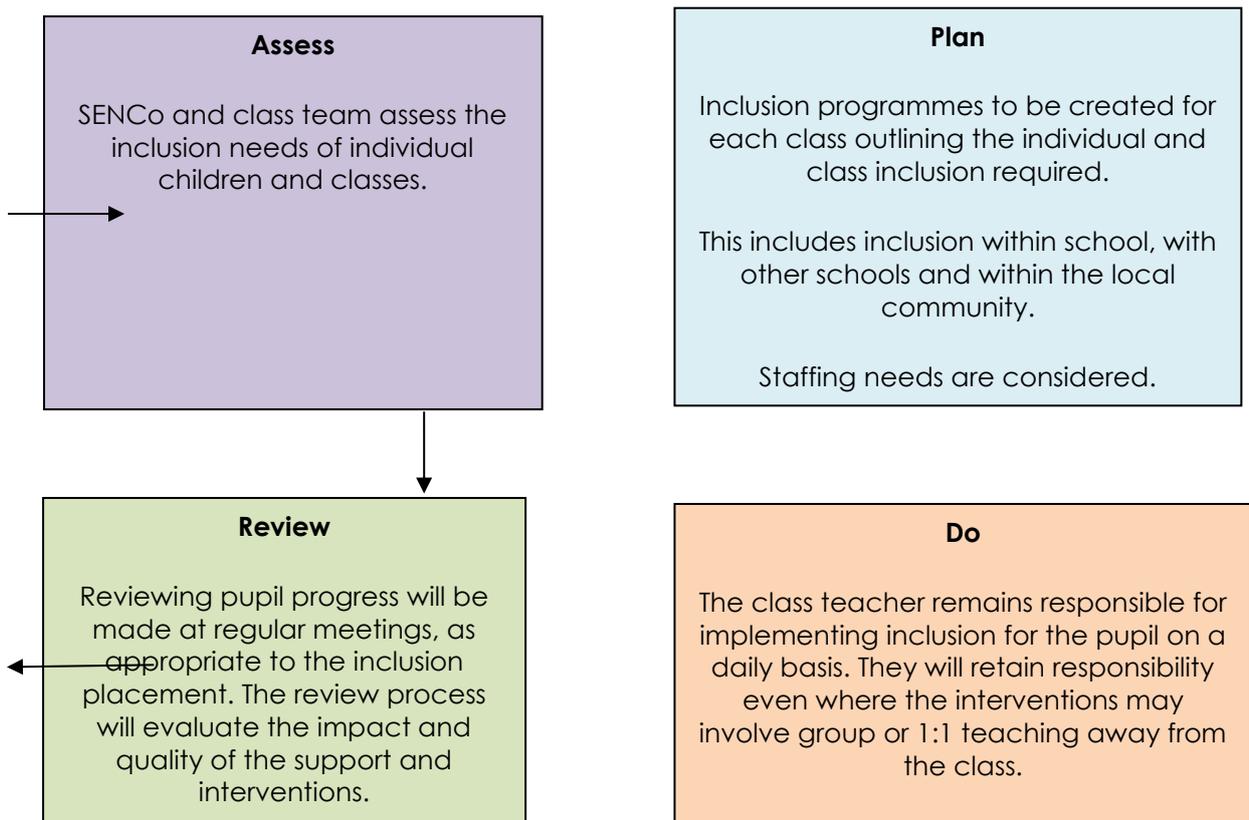
## How we support and offer inclusion opportunities (including monitoring and evaluation)

All teachers have day-to-day responsibilities with regard to the inclusion of their pupils within the classroom and wider school environment. This is embedded in all we do.

At Nancealverne School we have an inclusion lead. Her name is Rebecca Westaway. She assesses, plans, organises and reviews our inclusion offer. She will report regularly to the head teacher and governing body on the inclusion at our school.

Part of our offer Nancealverne School is that each class has an inclusion programme which takes the form of a four-part cycle, outlined by the Special Needs Code of Practice as – assess, plan, do and review. Through this cycle, actions should be revisited, refined and revised to ensure the pupil is making progress and the identified outcomes are achieved.

This has been adapted for our inclusive purposes, as below:



## Annual Reviews

All pupils at Nancealverne School have an EHC plan. This must be called to a review annually, in line with Council and County guidance and regulations. The Annual Review will be chaired by the SENCO. Our school SENCo is Rebecca Westaway, who is also our inclusion lead.

Pupils are included in the review meetings by completing a 'Pupil View'. Pupils are supported to share their views and opinions. The way they complete their 'Pupil View' is linked to their learning needs and also their strengths. Some pupils use photographs, videos, pictures, Makaton signing or symbols to complete their pupil views. Some pupils use technology such as word processing, augmentative and alternative communication devices, text to speech software or Big Macs. Some children write their responses on the 'Pupil View' form. All pupils are invited to attend their review. They are supported to make a choice, using communication tools where required by the individual.

At the start of our review meetings we also have PowerPoint presentations, which highlight photographs, work and videos that show progress made towards the EHCP objectives. Where appropriate the pupils make these PowerPoints themselves and attend the meeting to present them.

Parents are also included in the review meetings by completing a 'Parent View' form before the meeting, which we then discuss during the meeting. Parents are involved in the meeting via discussions with all the professionals involved. Where required we provide support from interpreters or translators. We also provide follow up meetings to reviews where parents require this, for further support to express their views.

## Contact information

Our Inclusion lead Rebecca Westaway is contactable on [rwestaway@nancealverne.org.uk](mailto:rwestaway@nancealverne.org.uk). You can also contact the school on Sarah Hooper, School Administrative Manager on the email [shooper@nancealverne.org.uk](mailto:shooper@nancealverne.org.uk) or by the phone number 01736 365039.

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