



**Annual Special Educational Needs and Disability
Information Report
November 2023**

About this Report

The purpose of this report is to bring together a transparent and comprehensive picture of the support we offer at the Royal Grammar School (RGS) for students with Special Educational Needs. It also summarises our ethos when working with students, parents and staff in providing effective SEND support.

It is now a statutory requirement that all mainstream schools produce a SEND Report on an annual basis as part of 'The Local Offer'. The Local Offer is a national initiative that aims to provide easy access to information for children and young people with special educational needs and their parents or carers. This report forms part of the Buckinghamshire Local Offer, which is available on the Buckinghamshire Family Information Service Website; www.bucksfamilyinfo.org/localoffer

We will update this report on an annual basis and welcome comments or suggestions in order to ensure that parents, students and staff continue to find it helpful. The report should be read in partnership with the RGS SEND Policy, which is available on the school website.

Our approach to supporting students with Special Educational Needs

Governors and staff at RGS are committed to the belief that every student has the right to a broad, balanced and relevant education and is able to access the full range of the curriculum. The school welcomes diversity and seeks to help each student reach his full potential.

It is an underlying principle at RGS that the vast majority of learning needs can be supported effectively through high quality teaching, which engages and motivates students, yet uses adaptive teaching techniques accordingly. Of course, there are particular instances or occasions where additional support may be necessary for students to achieve their potential.

The school follows the guidance given by the Special Educational Needs and Disability Code of Practice 2015 (Department of Education). The school also has a separate Special Educational Needs Policy, which gives further details relating to the procedures in place at RGS, which can be accessed via our website.

Support targeted to specific learning difficulties

At RGS, we have experience supporting students with a wide range of special educational needs. We tailor interventions and support to reflect the specific difficulties of the student, with the aim to help students to cope and succeed in the many scenarios and challenges that school presents.

We have worked, as a school, with many students with a wide range of needs, including:

Communication and Interaction	Speech and Language Difficulties Autistic Spectrum Condition Social Communication Difficulties Sensory Integration Difficulties
Cognition and Learning	Dyslexia Dyspraxia Dysgraphia Processing difficulties Sequencing difficulties Organisation difficulties
Social, Mental and Emotional Health	ADHD ADD Anxiety Self Harm OCD Depression Sleep Disorders

Sensory and/or Physical Needs	Hearing Impairment Visual Impairment /Auditory Developmental Coordination Disorder ARFID
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[SEND Codes/Categories](#)

The SEND Report includes students with:

- An Education and Health Care Plan (EHCP. (Code E)
- An identified learning disability or medical condition significant enough to need additional provision to support learning and development. (Code K – SEND Support).
- An identified learning difficulty or disability but whose needs are being met through first quality differentiated teaching or
- No diagnosed SEND but who have been identified as needing short term additional provision/monitoring to support learning and development. (Code W – SEND Aware).

See Appendix A: SEND Numbers at RGS 2022 - 2023

Targeted Support offered at RGS Students

Support can be offered to students who have a particular learning need. This support is designed to help students cope with a variety of situations that may be presented to them at RGS. Support given is highly student focussed, encourages independent learning and aims to build an awareness of strengths and weaknesses. The list below provides a summary of some of the support offered:

- Mentoring – may be in a particular subject, study skills, emotional support.
- Counselling – the school has counsellors who can support some students.
- Revision and study skills – talks from external providers and follow up support from teachers/support staff.

- Organisational support – use of planner, homework timetable.
- Laptops – for those students with assessed difficulties with writing.
- SEND Exams – some students sit their end of year school exams and public exams separately, with the SEND Team.
- Handwriting support
- EBSA support

Exam access arrangements at RGS

We fully support students in providing additional arrangements for students in exams, where it is necessary and appropriate to do so. We follow the Joint Qualifications Council (JCQ) exam board regulations and only apply for access arrangements when we have appropriate evidence of need from the classroom teachers, specialist reports AND have screened for an underlying learning difficulty that allows for that arrangement.

See Appendix B: Access Arrangements Numbers at RGS 2023-24 Identifying Learning Difficulties at RGS

Students are identified as requiring special educational needs support either through the admissions process (through liaison with feeder schools and parents), or by identification by school staff or via communication with outside agencies in consultation with parents.

Admissions

Students with SEND are admitted to the school in a similar manner to other students, on the basis of meeting admissions criteria. Liaison visits to feeder schools help identify individual needs. The school admission form also encourages parents to pass relevant information to the SEND Department prior to their son's entry to the school, and the SEND Department records their names on the SEND List. The SEND Manager will arrange to liaise with the student and the parents in order to ascertain whether the student's SEND can be effectively supported in the classroom with staff and student strategies put in place, or whether additional support will be needed. For students with Education Health and Care Plans who are transferring schools and name RGS as their preferred school, we will work together with all relevant parties regarding the transfer. This applies to late entry and Year 12 admissions.

Identification whilst at RGS

Staff, students and parents are all encouraged to make a referral to the SEND Department if they feel that additional support is necessary. Staff will refer students to the SEND Department for a wide range of issues including difficulties making the required level of progress, issues regarding concentration/organisation, handwriting or spelling difficulties, social/communication issues or physical needs. Regular timed assessments also help to identify difficulties and staff are encouraged to send specimens of students' work to the SEND Department to help ascertain whether additional support is required.

Monitoring the progress of students with SEND

We follow the graduated approach of Assess-Plan-Do-Review.

Regular assessments are used to monitor every student's progress and thereby identify his needs. The school has both subject and whole school assessment policies. Regular assessments are made by the subject teacher including class assessments, progress grades and annual school exams. These are recorded by the teacher and school data systems year on year, thereby enabling progress to be monitored and further action to be taken. The SEND Department extracts data relating to students with special educational needs in order to monitor the progress of these students more closely and keep track of how they are progressing in relation to the rest of the year group. We take a holistic approach to development and believe that progress may be on a more personal level and not always academic.

Accessibility

In accordance with the provisions of the Equality Act 2010, no student with SEND should be disadvantaged or discriminated against in respect to their SEND. This is reflected in the school's exam access arrangements, adaptive teaching in the classroom, possible LSA support and possible special equipment provision as deemed necessary in a Statement or EHCP. The school's Accessibility Plan can be accessed on the school website.

Staff

- SENCo – Mrs J Watson
- SEND Manager – Mrs L Taylor.
- Learning Support Assistants – there are currently 16 Learning Support Assistants, of whom 5 are full time and the rest part time.
- Students with SEND are supported by the whole Student Development Team, giving a range of support spanning from academic to emotional issues as appropriate.
- All staff are given regular relevant training in SEND. For particular students, specialists are invited in to offer further guidance in order to advise relevant staff about how to best support our students and to keep them up-to-date regarding SEND developments or new policies.

Parents /Carers

At RGS, we recognise the importance of parents in order to help us tailor support for their son:

- Parents/carers are welcome to contact the SENCo or SEND Manager.
- We will keep parents/carers informed regarding the targeted support we offer their sons and welcome their input and suggestions.
- We will communicate with home details of specific strategies when they are formulated in conjunction with the student, and we encourage parents/carers, students and staff to comment on these. These will be updated periodically over the student's time at RGS.
- We can carry out some assessments for a range of underlying learning difficulties and endeavour to seek parental/carer support and keep parents/carers updated regarding our findings and their implications. There is a small charge for learning assessments carried out by external agencies for learning difficulties. External assessments may be recommended.
- We will inform and be open to the views of parents/carers when we feel it necessary to explore differentiated exam arrangements for their son.
- We encourage parents/carers to inform the school if assessments or support relating to their son's learning difficulties is given out of school, so that we can consider the full picture when making choices about support in school. This included medical assessments.
- The school endeavours to keep parents/carers regularly informed about their son's progress through written and verbal reports as well as face-to-face meetings.

External Support Available

The school is committed to a partnership approach to supporting pupils with SEND. This approach includes the following dimensions:

- Visits to feeder schools provide information about the needs of a student, prior to his arrival at the school, and help to facilitate a smooth transition.
- All support agencies are involved as necessary, including CAMHS, Specialist Teaching Service, Educational Psychologists, Aspire (Home Tuition Service, Speech and Language Service, and the Occupational Therapy Service who work within a time allowance allocated by the Local Authority.
- We also work with outside support including private counsellors, psychologists and occupational therapists.

Compliments, concerns or complaints

We find it very encouraging when we receive feedback regarding what we are doing well. Equally, we welcome your suggestions on how to improve the services we offer. If for any reason you have a concern that you do not feel has been dealt with appropriately, the school's complaints procedure can be found on the school website.

Useful contacts

SERVICE	WEBSITE	Telephone No.
Bucks Child & Adolescent Mental Health Service (CAMHS)	www.oxfordhealth.nhs.uk oxfordhealth.SouthBuckinghamshireCAMHS@nhs.net	01865 901951
Bucks Educational Psychologist Service (EPS)	www.buckscc.gov.uk/school/eps	01494 732187
SEND (Bucks)	www.buckscc.gov.uk/SEND	01296 395000
Bucks Specialist Teaching Service (STS)	www.bucksfamilyinfo.org	01296 383342/ 01494 475333
Bucks Speech & Language Therapy Services (SALT)	www.slt.buckshealth.link	01296 566045
British Association of Behavioural Optometrists (BABO)	www.babo.co.uk	07443 569021
FACT (Bucks) Families and Carers Together	www.factbucks.org.uk/	
British Dyslexia Association (BDA)	www.bdadyslexia.org.uk	03334 054567
Connexions/Adviza	www.adviza.org.uk	01784 027050
Dyspraxia Foundation	www.dyspraxiafoundation.org	01462 455016
Local Offer for SEN & Disability	www.bucksfamilyinfo.org/localoffer	
The National Handwriting Association	www.nha-handwriting.org.uk	01256 464598
Bucks SEN/D IAS (Bucks Special Education Needs and Disability Information, Advice & Support [IAS])	http://www.buckscc.gov.uk/education/bucks-send-ias/	01296 383754
The Professional Association for Teachers and Assessors of Students with Specific Learning Difficulties (PATOSS)	www.patoss-dyslexia.org	01386 712650
RNIB	www.rnib.org.uk	03031 239999
SEND Code of Practice	www.gov.uk	
Children & Young Peoples Occupational Therapy Service	www.buckshealthcare.nhs.uk/childrenandyoungpeoplesot	01296 566045

Appendix A: SEND Numbers at RGS 2022-23

School summary	Year 7		Year 8		Year 9		Year 10		Year 11		Year 12		Year 13		Total	
	On Roll: 194		On Roll: 198		On Roll: 204		On Roll: 209		On Roll: 203		On Roll: 205		On Roll: 209		On Roll: 1422	
	N.	%	N.	%	N.	%	N	%	N	%	N	%	N.	%	N	%
SEN	1	0.5	7	3.0	11	5.4	11	5.3	13	6.4	1	0.5	7	3.3	51	3.6
E	0	0.0	1	0.5	2	1.0	2	1.0	1	0.5	0	0.0	1	0.5	7	0.5
K	1	0.5	6	3.0	9	4.4	9	4.3	12	5.9	1	0.5	6	2.9	44	3.1
W	14	7.2	19	9.5	11	5.3	10	4.7	15	7.3	28	13.6	32	15.3	129	9
FSM	3	1.5	11	5.6	7	3.4	9	4.3	4	2.0	3	1.5	9	4.3	46	3.2
Services	2	1.0	2	1.0	3	1.5	4	1.9	2	1.0	2	1.0	3	1.4	18	1.3
LAC	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
PP	16	8.2	14	7.1	13	6.4	15	7.2	7	3.4	7	3.4	12	5.7	84	5.9

The number of K, W and Other students is transient. National data includes only E and K students. Some students may fit more than one category of SEND but the primary one is listed here. For example a student with ASC may also have ADHD and SEMH.

Appendix B: Access Arrangements Numbers 2022-23

Year Group	7	8	9	10	11	12	13	Total
Extra Time		3		2	4		4	13
Laptop		0	2	5	3	6	3	19
Extra time/laptop		1	2	1	4	3	4	15
Prompt				1				1
Rest breaks			2		8	12	1	23
Extra timePrompt/Rest Breaks							1	1
Extra time/Rest Breaks			3				6	9
Extra time/prompt								0
Extra time/prompt/rest breaks/laptop				1			1	2
/Rest Break/laptop			2	1	5	11	1	20
Extra time/Laptop/Rest Break/Prompt/Separate Room/Scribe							1	1
Modified paper/extra time/rest breaks				1			1	2
Modified paper/extra time				1				1
Modified paper							2	2
TOTAL		4	11	13	24	32	25	109

Note: Many students with SEND sit their exams in a separate room – sometimes as a group or on their own. Other students may sit separately for exams for medical/emotional reasons that are not with SEND. Students in Year 7 and other students in the school may also have differentiated exams access arrangements by the end of this school year. *Percentage of RGS Population: 8%