



Meltham School's Out

SEND Policy

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Approved by:	Meltham School's Out Committee		
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1.0 Aims

The aims of this policy are:

- To define what is meant by Special Educational Needs and Disabilities (SEND).
- To define the roles and responsibilities of SEND within the club.
- To define how the club manages SEND during the admission process.
- To define how the club supports children with SEND whilst at the club; taking all children's needs into consideration.

2.0 Roles and Responsibilities

The person responsible for the strategic overview for the provision for children with SEND is the club manager. The person coordinating the day-to-day provision for pupils with SEND is the SENDCO, Katie Turner-Toporowskyj. All staff are responsible for meeting the needs of all the children that attend the club.

3.0 Policy

3.1

All children, regardless of their special educational needs, have a right to quality and stimulating play experiences. At Meltham School's Out all staff are expected to plan activities that are inclusive and provide equal opportunities for all the children that access the setting.

This policy complies with the statutory requirements in the SEND Code of Practice 0 – 25 years (2014) and should be read in conjunction with the following guidance, information and policies:

- The Equalities policy
- Safeguarding and Child Protection policy
- Behaviour policy
- Anti-bullying policy

3.2 Definition of SEND

Definitions of Special Educational Needs (SEN) taken from section 20 of the Children and Families Act 2014:

A child or young person has SEND if they have a learning difficulty or disability which calls for special educational provision to be made for them. A child of compulsory school age or a young person has a learning difficulty or disability if they:

- a) Have a significantly greater difficulty in learning than a majority of others at the same age; or*
- b) Have a disability which prevents or hinders them from making use of educational facilities of a kind generally provided for others of the same age in mainstream schools or mainstream post-16 institutions.*

A child under compulsory school age has special educational needs if they fall within the definitions at (a) or (b) above or would do so if special educational provision was not made for them.

Children must not be regarded as having a learning difficulty solely because the language or form of language of their home is different from the language in which they will be taught.

3.3 SEND Support

At Meltham School's Out we are committed to ensuring that we provide a safe and stimulating environment, where all children's needs are met and they all have access to the same play and learning opportunities. Where a child is identified as having a special educational need or disability, the club will provide support in the following ways:

- Give regard to the SEND Code of Practice 0-25 years (2014).
- To give every child access to quality, balanced and stimulating activities, where all the children are valued and respected.
- To work alongside Meltham CE School through regular SEND meetings to consider whether an EYFS child may have a special educational need or disability that requires specialist and/or one-to-one support, and communicate such concerns with parents/carers whether or not the club can meet their child's needs.
- To fully engage and involve parent/carers and children in discussions, planning and reviews around their provision and needs.
- To provide support, advice and relevant training for all staff working with SEND pupils
- Seek and take into account the needs, views and best interests of the child.

3.4 Children with Medical Conditions

The club recognises that children and young people with medical conditions should be supported so that they have full access to play and learning opportunities. These children are ordinarily in receipt of a medical health care plan. Should the administration of medicines be

required under the terms of the plan, details on how this is managed is stated in the Administering Medication policy.

3.5 Club Admissions

Meltham School's Out is a private not-for-profit organisation that is independently funded by the fees paid by parents/carers. The needs of all children are taken into account at all times, and if a child has an EHCP, or receives one-to-one support in school, careful consideration is given to whether the club can or would be able meet all the child's needs through risk assessments and discussions.

3.6 Storing and Managing Information

All documents relating to children on the SEND Register are stored in locked filing cabinets and securely encrypted electronically, in accordance with GDPR.