



Special Educational Needs and Disability (SEND) Policy

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Policy Approval

Approval Required:	Please Check		Annual Review Required:	Please Check	
	Yes ☒	No ☐		Yes ☒	No ☐
Approval Panel:	Shane Carter				
Approved By:	Name		Signature		Date
	Shane Carter				01/08/2026
Policy Review Date:	August 2027				
Policy Writer/s:	Shane Carter				

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Policy Statement

Shape Academy is inclusive and aims to meet the needs of every learner. We recognise the importance of high-quality teaching and that some learners will, at some stage, require support to enable them to meet their potential.

We want Shape Academy to be a safe, secure and positive environment where learners feel valued and can access a balanced, relevant and stimulating curriculum. We value our relationship with other local schools and work together to provide the best possible outcomes for the children and young people in that partnership.

Policy

Shape Academy will support and make provision for learners with special educational needs and disabilities (SEND). Explain the roles and responsibilities of everyone involved in providing for learners with SEND.

Shape Academy aims to:

- Promote equality of opportunity for all, whether disabled or not
- Eliminate discrimination that is unlawful under the Equality Act;
- Create an environment that meets the special educational needs of each young person and celebrates the achievements of all young people.
- Ensure that young people with special educational needs and disabilities are identified as early as possible, that their individual needs are assessed and the necessary provision/resources are put in place.
- Ensure all staff understand their roles and responsibilities in providing for young people with Special Educational Needs and Disabilities (SEND), and that every teacher is a teacher of young people with SEND. We place a strong emphasis on Inclusive Teaching to encompass the different learning styles and needs of all young people, including those with SEND.
- Enable all young people to have full access to all elements of the shape academy curriculum.
- Ensure that parents'/ carers' knowledge of their children informs the identification and assessment process, and value their contribution in supporting their child's learning.
- Liaise closely with outside agencies to ensure accurate assessment and appropriate provision. Agencies include: Educational Psychology & Therapeutic Service; CAMHS (Children & Adolescent Mental Health Service); School Nurse Service; Social Services; Speech and Language Therapy Service (SALT), Special Needs Nursing Team, Sensory Impairment Team (for Vision and Hearing Impairment), Occupational Therapy Service, Attendance and Welfare Service, SEND IASS (Parents Advice Centre), Early Help Team, Specialist Education Services (SES).
- Ensure confidentiality of young people's information

Partnership

We believe that home and Shape Academy should work together in partnership to provide the best possible outcomes for each learner. Parents and carers are encouraged to take an active involvement in Shape Academy life; for example, supporting home learning, attending meetings

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and encouraging young people to take part in events and activities. We ask parents and carers to share relevant information from home with us, and we aim to provide information about each learner that is helpful and clear. This will include regular progress reports, access to support from other professionals e.g. School Nurse, Family Support Workers and information relating to individual plans.

Arrangements

We will work with all learners to discuss their learning and individual needs. We include them in conversations about their progress, welfare and achievements. We aim to include learners with SEND in all areas of Shape Academy life and listen to their views. We want all of our learners, including those with SEND, to feel confident and to have high expectations of themselves so that they can achieve. During reviews we ask learners a range of questions to ascertain their views about the support available to them.

Questions, Queries and Complaints

We encourage parents and carers to raise any questions or concerns with us at an early stage, in order that issues can be resolved quickly and informally. We will look to achieve mutual understanding and agreement about all matters relating to an individual learner. Should a parent or carer feel that a significant concern has not been sufficiently resolved, they should address the matter in writing to the Head of Education, Quality and Training, in the first instance.

Staff

All teaching and support staff are responsible for all children in their care, including those with SEND. They are responsible for ensuring the needs of each child are met (education, health and social) and ongoing staff training and development is planned to meet this requirement.

Equipment and Facilities

Shape Academy makes every effort to ensure all children have full access to the curriculum and, where possible, specific equipment and facilities are provided.

Contact Details

To discuss our SEND policy and our provision please contact:

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