

Gilnow Primary School



SEND Local Offer

Headteacher: Miss K Hesketh

SENCo: Miss L Williams

SEND Link Governor: Mrs C Cooney

This policy was reviewed by the Senior Leadership Team in November 2025 and accepted by the Governing Body in November 2025.

General Information/Frequently Asked Questions

What should I do if I think my child has a Special Educational Need or Disability?

If you think your child has a special educational need or disability you should arrange a meeting with your child's class teacher and/or the SENDCo to discuss your concerns.

What is the school ethos/approach to SEN and Disability?

(Schedule 1.3c: In general, how do school approach the teaching of pupils with SEN/D?)

Every teacher is a teacher of every child including those with Special Educational Needs and Disabilities.

At Gilnow Primary School, we believe that every child is entitled to an education that enables them to achieve their full potential. All staff are committed to meeting the Special Educational Needs of pupils and ensuring that they all make progress. We aim to meet the needs of children with SEND in a positive and proactive way, whatever their age, gender, race, attitude or background. We celebrate diversity by valuing and respecting all our differences.

Everyone at Gilnow Primary School is committed to including every child with Special Educational Needs in all aspects of school life.

How will I know how my child is doing in school?

(Schedule 1.3b: School arrangements for assessing and reviewing the progress of children/young people with SEN)

The Class Teacher will work closely with the parents and the Special Educational Needs Co-ordinator to investigate any concerns about a child through the School's Graduated Response which takes the form of a continuous "Assess, Plan, Do, Review" cycle. Through the planning process, targets will be set for the children and this will be shared during our routine cycles of parent-teacher meetings which take place each term.

Children with EHCP will also have an Annual Review Meeting to formally evaluate and celebrate their progress with all those involved in their care. All pupils' progress is reviewed regularly through routine school monitoring systems.

All Additional Provision is evaluated by assessing the child's progress towards specific targets and the next steps in provision are planned accordingly.

What support will there be for my child's overall well-being

(Schedule 1.3g: in particular the development of their social and emotional skills and mental wellbeing)?

Gilnow Primary School offers support through a pastoral/ nurture sessions which are delivered by our learning mentors who has regular timetabled slots to work either 1:1 or in small groups.

There are many clubs offered before school, during lunchtime and after school which can support children who find social times challenging.

As well as this, Gilnow offers sessions with outside agencies when appropriate which includes Behaviour Support, Woodbridge outreach team and Educational Psychologists.

How will I be consulted about, and involved in, my child's education?

(Schedule 1.7: School arrangements for consulting the parents of children and young people about, and involving them in, the education of their child)

The Class Teacher will work closely with the parents and the Special Educational Needs Co-ordinator to progress the child through their education by using the School's Graduated Response which takes the form of a continuous "Assess, Plan, Do, Review" cycle. Throughout this process, the class teacher will provide opportunities for parents to discuss their child's targets and their achievements through regular parent meetings.

Parents can discuss brief matters with the class teacher at the beginning or end of the school day, as the teacher will be welcoming children in the morning and seeing them out in the afternoon. For more detailed discussions or private matters, parents are encouraged to schedule a meeting with their child's class teacher and/or SENCO.

How do Gilnow school involve children and young people in their education and in the decision making process?

(Schedule 1.8: School arrangements for consulting and involving children and young people in their education)

The class teacher include the children's views where appropriate when planning intervention targets, such as asking what the child would like to develop skills in, and making sure they do not miss their favourite lesson because of additional support groups.

Children are invited to the termly meetings with parents, the class teacher and/or SENDCo to be involved in target setting and celebrating their achievements.

Who, outside of school, can I turn to for advice and support?

(Schedule 1.10: Contact details of support services/groups who can provide advice and information relating to the SEN of the children and young people concerned for example Bolton IAS Service, Bolton Parent Carers etc)

The SENDCo can recommend outside professionals for parents to contact for support or advice. Please contact the school office to arrange a suitable time to speak to the school SENDCo.

The Local Offer also gives details of services, opportunities and access for children and young people with special educational needs and disabilities (SEND) in the area. This can be found here:

<https://www.bolton.gov.uk/sendlocaloffer/>

Where can I find information about Local Authority provision for children and young people with SEN?

(Schedule 1.13: Details of where the Local Offer is published)

The Local Offer can be accessed by clicking on the link for the Local Directory at the top of this document. The Local Offer gives details of services, opportunities and access for children and young people with special educational needs and disabilities (SEND) in the area.

How can complaints regarding SEN provision be made and how will they be dealt with?

(Schedule 1.9: Detail the arrangements made by the Governing Body relating to the treatment of complaints concerning the provision made at school)

If parents or carers are unhappy with the provision the school is making for their child with Special Educational Needs or Disabilities they should talk first to the child's class teacher.

If the issue remains unresolved, they should raise their concerns with the Special Educational Needs Coordinator and the Head teacher. Most concerns will be resolved in this way.

If parents still feel dissatisfied, they should raise their concerns with the school's governor responsible for Special Educational Needs. If a parent would like support through this process, they can contact services who offer independent, impartial and confidential advice and support:

- Special Educational Needs and Disabilities Information and Advice Service:
<https://iasbolton.com/>
- Independent Parental Special Education Advice:
<https://www.ipsea.org.uk>

How do I get a copy of the school SEN policy?

The school SEN policy is published on the school website. Paper copies can be requested from the school office or an electronic copy can be emailed by contacting the SENDco (details below).

Who do I contact for further information?

The SENDco for Gilnow Primary School is: Miss Leanne Williams

Please contact via the School Office: office@gilnow.bolton.sch.uk