



Policies and responsibility for provision and the complaints procedure.
SEN Policy.

People responsible for SEN provision at Wilden.

Our SEN Governor is Mrs Sarah Allin and the Special Educational Needs Co-ordinator (SENCo) is Mrs Sue Darby. If you have concerns and you would like to talk to either of them please contact the school office 01299 822638 or email office@wilden.worcs.sch.uk.

Our SEN Governor is responsible for:

- Liaising and informing the school governors about SEN provision within the school.
- Ensuring that SEN children and their families are being supported by the appropriate services. The SEN Governor visits the school to observe the support provided in classrooms and to discuss any concerns or needs with class teachers, support staff and pupils.

Our SENCO is responsible for:

- Coordinating all the support for children with special educational needs or disabilities and developing the school's SEN Policy to make sure all children get a consistent, high quality response to meeting their needs in school.
- Ensuring that you are:
 - involved in supporting your child's learning
 - kept informed about the support your child is getting
 - involved in reviewing how they are doing
- Liaising with all the other people who may be coming into school to help support your child's learning e.g. Speech and Language Therapy, Educational Psychology etc...
- Updating the school's SEN register (a system for ensuring all the SEND needs of pupils in this school are known) and making sure that there are excellent records of your child's progress and needs.
- Providing specialist support for teachers and support staff in the school so they can help children with SEN in the school achieve the best progress possible.

The Local Offer:

"The Local Offer for Worcestershire Schools" is a framework which provides information about provision that is available for children and young people in the area who have Special Educational Needs (SEN). It assists schools in developing their provision for pupils with SEN to be more consistent, with a greater focus on teaching and learning approaches.

Complaints procedure

If you have a complaint about the school please contact the Head Teacher, SEN Governor or SENCO and we will do everything we can to resolve the issue. Our school and governing body take complaints seriously and will act upon these on an individual basis.