



Dr Richard Coombs, SENCo & Head of Faculty, SEN

2 July 2020

Dear Parents and Carers

Welcome to Cheney School! I am confirming details relating to the special educational needs faculty.

From information provided by their current primary school, your child is on the special educational needs register. (If you have a query relating to this, please contact the primary school.)

As you can appreciate, this year our arrangements for Year 7s does not follow the usual plan for the summer months, and we have therefore extended our SEN 'transfer' connection with parents in to September and October.

There are a range of key members of **staff** who will oversee the new Year 7s in September:

Mr Thomas Stacey is the Head of Student Progress, managing all matters relating to all Year 7 students;

Miss Rachael Clear is the Pastoral Leader also manages all Year 7 students on a day-to-day basis, and may be your first point of contact;

Ms Teresa Partlett is the Assistant SENCo managing Year 7 SEN students;

Ms Melissa Groves is the Lead SEN Teacher, and **Ms Allys Kimber** in an SEN Teacher;

And I, **Richard Coombs**, as SENCo, also help to manage Year 7 students, mainly those with an Education, Health and Care Plan.

We have spent a lot of time **liaising with primary schools** to ensure we have all the correct information on your child, to help ensure a seamless transition:

- the above named people have talked to primary school staff, including your child's Year 6 teacher, to gain a good impression of him/her;
- we have assessment data on your child, and we know which students are friends with your child, and will try to ensure your child has a primary school friend in their tutor group;
- we have a Pupil Profile (information on your child that teachers receive), and we will email a copy of this to you before September.

Cheney School

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However, in the meantime, **if you would like to contact us**, to talk about your child's specific needs, please do! - details below. At the moment email is best, but as the term starts we will provide direct dial phone numbers.

At Cheney, much of our additional and different support for students is targeted at mainstream lessons in the form of teaching assistant support and differentiated teaching. With this in place, most students are able to access the full school curriculum, and to make progress with their learning. On occasion, however, we may consider it necessary to offer additional support away from mainstream lessons. If we feel that this would be beneficial for your child, we will write to you in advance, outlining the interventions that we are offering.

There are a number of **future events**:

-in July/August you will receive your child's Pupil Profile: please read this and let us know if any additional details need to be included - and also talk to your child about what needs to be added!

-there will be a series of SEN coffee mornings in September and October in the Community Hall on Cheney's school site: 10.00 am - 12.30 pm. *Please come along with your questions!* It is an informal opportunity to meet members of the SEN team. Details following with the Pupil Profile.

-there will be a new parents evening in September, which will be an opportunity to meet your child's tutor - and the SEN team will also be present.

Cheney School's website - www.cheney.oxon.sch.uk - holds up-to-date information for parents.

Yours sincerely

Richard Coombs

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