



Name of School: Royal
Cross Primary

School Number: 00134


Updated: **18/03/2021**

SEN and Disability

Local Offer:

Primary Settings Template

Mainstream, Short Stay Schools, Special
Schools and Academies

School Name and Address	Royal Cross Primary School Elswick Rd Ashton Preston PR2 1NT	
Telephone Number	01772 729705	
Website Address	www.royalcross.lancs.sch.uk	
Does the school specialise in meeting the needs of children with a particular type of SEN?	No	Yes ✓
		If yes, please give details: Hearing Impairment Speech, Language Needs
What age range of pupils does the school cater for?	2 - 11	
Name and contact details of your school's SENCO	Bev Hennefer - Headteacher - 01772 729705 head@royalcross.lancs.sch.uk Sofia Parveen – SENCO – 01772 729705 s.parveen@royalcross.lancs.sch.uk	
Name of Person/Job Title Completing the Local Offer Document	Kath Markham – School Business Manager – 01772 729705 bursar@royalcross.lancs.sch.uk	
Promoting Good Practice and Successes		
Please give the URL for the direct link to your school's Local Offer	I confirm that our Local Offer has now been published on the school Web site. Royal Cross Primary School: SEN Policy/Local Offer	

Accessibility and Inclusion

- How accessible is the school environment?
Is the building fully wheelchair accessible? Do you have accessible parking spaces? Have there been improvements in the auditory and visual environment? Are there accessible changing/toilet facilities? How do you improve access to the setting?
- How accessible is your information? - including displays, policies and procedures etc.
Do you have information available in different font sizes, audio information, Braille, other languages etc. How does the setting communicate with parents and families whose first language is not English? How is information made accessible to parents and families with additional needs?
- How accessible is the provision?

- How do you make use of resources such as symbols, pictures and sign graphics to support children's access to resources? Do you have furniture such as height adjustable tables or alternative ways of presenting activities so that children can access them?
- Do you have specialised equipment (e.g. ancillary aids or assistive technology?)

Our school provision:

Royal Cross School is a single story building with a main entrance clearly signposted to the Reception area which has a ramped entrance. A further exit/entrance point also has a ramped entrance and double doors making it wheel chair accessible.

Consideration has been given into making the environment as accessible as possible to children, young people and service users with mobility difficulties, enabling them to access the environment as independently as possible.

The main school driveway is accessible for school transport to drop off and pick up pupils. Each class base has a separate, designated entrance that is accessible to all. We also have parking for three disabled spaces on the school car park for visitors or parents.

The reception area is screened to provide a secure area for office staff and the main school entrance is key pad protected.

Disabled toilets are available and all hygiene /changing areas have appropriate facilities to enable safe and dignified care, including a shower area.

Children and young people are assessed by the Physiotherapy and Occupational Therapy teams as required to ensure all pupils have appropriate equipment to access education.

A range of specialised equipment is available throughout school. Following multi-agency assessments, seating/standing frames/ postural management equipment/assistive technology/Augmented or Alternative Communication aids are prescribed for individual children and class staff trained in appropriate use to aid learning and access to education.

As a specialist school for deaf/HI pupils this also includes a wide range of specialist equipment and resources to enable full communication access for everyone e.g. Sound field systems, FM Radio Aids.

Royal Cross is a 'Deaf-friendly' school, particularly geared towards the needs of deaf/ HI children and every aspect of school life is open to everyone. There are good acoustics, amplification systems, visual safety features and a totally inclusive communication environment so that no one misses out on any part of the day. Every effort is made to ensure that information is accessible to all members of the school community through a range of communication modes, including Speech & Language, British Sign Language, Sign Supported English, PECs, sign language interpreters or language translation if required.

As a Total Communication School, information is provided to children and young people in a range of ways and at an individual level catering for the individual pupil's communication / developmental needs.

The visual environment and resources in each of the classrooms is adapted accordingly to meet the needs of any individual MSI pupils following advice from a MSI specialist teacher. Our whole school environment has been set up to ensure all children can be as independent as possible throughout the school day. Consistent daily routines and a Total Communication environment are

embedded throughout classes ensuring all children and young people are supported to understand what is happening now and what will happen next. A range of strategies and resources are used to support children's access to resources and learning and each individual child/young person's level of need is considered when planning for the curriculum and daily routines.

Specialist equipment is provided for pupils with physical/medical needs who require it, e.g. adjustable height tables, specialist seating, standing frames, walking aids, personal care equipment etc. School staff are advised by Occupational and Physiotherapists on the provision of any specialist equipment. The school has two minibuses, each with tail-lifts and a specialist car suitable for wheelchairs. This enables weekly educational visits for all pupils. The minibuses also enable our pupils to access the community for sporting activities and extended curriculum activities, including residential visits.

All required guidance and policies are in place. These are based closely on LCC model policies and guidance wherever possible, with appropriate modifications to account for our individual school circumstances.

Information is available to our whole school community via the school website, School / Class Dojo, newsletters, fliers, phone calls, video conferencing and face to face meetings. Consideration is always given to individual family needs when sharing information. For families for whom English is an additional language information key information can be made available in other language formats. For parents whose first language is not English the school will provide an interpreter to attend meetings.

Teaching and Learning

- What arrangements do you have to identify and assess children with SEN?
- What additional support can be provided in the classroom?
- What provision do you offer to facilitate access to the curriculum and to develop independent learning? (This may include support from external agencies and equipment/facilities)
- What SEN and disability and awareness training is available to all staff?
- What staff specialisms/expertise in SEN and disability do you have?
- What ongoing support and development is in place for staff supporting children and young people with SEN?
- What arrangements are made for reasonable adjustments and support to the child during tests and SATs?
- How well does your SEN provision map illustrate the range and level of support for individual pupils or groups with similar needs and the resources allocated to meet those needs?

Our school provision:

- Royal Cross is committed to providing a total communication environment for all and pupils, parents and families. There is an emphasis on language development through a flexible use of speech and signing in whatever combination works best for each child.
- All pupils have an Education, Health and Care Plan (EHCP) and are supported by Personalised Learning Plans.
- All pupils are supported by a Qualified Teacher of the Deaf and the support of Teaching Assistants (TA3) (HLTA) and Speech & Language Therapists –This ensures that early language & communication interventions can take place by specialist staff.
- The pace and style of curriculum delivery is modified to allow time for children to learn new vocabulary and concepts and specialist resources are used to support literacy teaching e.g. sound field systems, FM radio Aids, signed graphics and visual phonics.

- Deaf Studies is a unique feature of the curriculum and helps to develop pupils' sense of identity and preparation for adult life. This is led by a deaf member of the support staff who is also a trained deaf tutor and assessor. Children have specialist BSL interventions to help them develop the signing skills they will need to mix with the deaf community. The children at Royal Cross have the support of a deaf/HI peer group and a deaf role model within school.
- The school has access to a multi-disciplinary team including an NHS Speech and Language Therapist; BSL trained assessor, WELLCOMM and ELKLAN trained staff.
- Progress towards outcomes is tracked against individual targets agreed at Review Meetings and broken down in Personal Learning Plans that are shared and discussed with families. These are evaluated regularly.
- Language Therapist (SALT) and Physiotherapist deliver programmes on site, working closely with the pupils.
- All school staff are experienced in working with pupils with profoundly deaf / HI pupils and have additional BSL sign qualifications.
- All pupils have access to a qualified Educational audiologist on site.
- Specialist furniture and equipment is available to support pupils to access their environment and curriculum. All activities within school are presented in a variety of alternative ways so as to engage the different types of learners. Alongside this we offer a range of assisted technology aids, including iPads, Sound field systems that aid communication.
- All staff undertake an on-going programme of in house and additional specialist training.
- The school is committed to offering regular continued professional development and all staff attend annual appraisal meetings and have on-going training in order to meet the differing needs of all children.
- We offer a creative child centred curriculum which is based on a Creative Curriculum approach with opportunities for enhanced learning through bought in workshops and visits to educational and cultural settings.
- IT is high profile as a powerful tool for developing independent communication skills e.g. iPads in the classroom and for home use.
- Royal Cross is fully committed to off-site learning opportunities and pupils are fully supported at all times to safely engage in offsite learning through Residential experiences, Forest Schools and creative arts opportunities.
- All children will have a baseline assessment carried out on entering the school and will automatically have them completed in the Early Years Foundation Stage and Year 6.
- In addition, children are assessed on a regular basis using B-Squared software that is based on the National Curriculum for both CORE and Foundation subjects.
- The school shares educational progress yearly through an annual report and annual EHCP reviews.
- Each class has a designated area on the school website to share information, photographs and achievements.
- We have a detailed SEN provision map that clearly identifies pupil need and levels of support required in class. Individual pupils and groups with additional learning needs will have access to supplementary resources and specific targeted interventions as required.
- Pupils have the best of both worlds – specialist teaching in small groups plus partnership links with mainstream secondary and primary schools. They benefit enormously from working and playing with other deaf children as well as mixing with larger groups of children in mainstream settings.
- Information is available on request in different formats including, where necessary, other language formats. For parents whose first language is not English the school will seek to provide an interpreter to attend meetings. Royal Cross has achieved the English as an

Additional Language quality mark in recognition of its work with EAL learners and families. Royal Cross will also ensure BSL qualified interpreters are available to help deaf families take a full and active part in their child's education.

- We work closely with our secondary school partners to ensure that there is an effective choice of KS3 provision available for all our pupils when they leave Royal Cross, ranging from a specialist secondary school and a supported Deaf Resource Unit within a mainstream secondary school.

Reviewing and Evaluating Outcomes

- What arrangements are in place for review meetings for children with Education, Health and Care Plans (EHCP)?
- What arrangements are in place for children with other SEN support needs?
- How do you assess and evaluate the effectiveness of the provision you make for children and young people with SEN and Disability?

What the school provides

- The school holds annual Education, Health and Care Plan review meetings for parents that can be arranged at a suitable time for parents to attend at school with a LA SENDO or from home using TEAMS as an online platform.
- Individual progress targets are set as part of the Personalised Learning Plan and Pupil progress is assessed regularly to check for barriers to learning and if there is a need for specific targeted intervention.
- Personal Learning Plans are evaluated with parents/carers 3 times a year. Parent/carers are invited to attend and contribute in whatever way they prefer; live face/face; virtual (TEAMS); phone calls or email. At these meetings new objectives are developed and strategies discussed including how parents/carers can help to support progress towards meeting objectives.
- The effectiveness is evaluated using B-Squared data, the evaluated Personalised Learning Plan, discussions with key staff and families and through pupil feedback.

Keeping Children Safe

- How and when will risk assessments be done? Who will carry out risk assessments?
- What handover arrangements will be made at the start and end of the school day?
- Do you have parking areas for pick up and drop offs?
- What arrangements will be made to supervise a child during breaks and lunchtimes?
- How do you ensure a child stays safe outside the classroom? (e.g. during PE lessons, school trips)
- Where can parents find details of policies on anti-bullying?

Our school provision:

Safeguarding

- All staff/volunteers and governors are Disclosure & Barring Service (Enhanced DBS) checked. Keeping children safe is a school priority.
- Annual safeguarding training is delivered for all staff.
- Monthly safeguarding update training is delivered to all staff.
- Anti-bullying and Behaviour Policies are available on the school website or copies can be obtained from the office.

- It is essential for pupils to learn protective behaviours for their personal safety both online and 'out and about' as their communication difficulties can make them particularly vulnerable. Royal Cross offers practical support for families on Online Safety awareness including support from outside agencies and in-house online safety workshops.
- Regular online safety support, advice and links to resources are posted on the school Online Platform (School Dojo).
- Royal Cross fully supports the annual Safer Internet Day held nationally.

Risk Assessments

- The school has in place all statutory risk assessments, based upon LCC model risk assessments and guidance adapted to the circumstances of the school. These are carried out where necessary by the people who know the child best and shared with others who need the information.
- Royal Cross has kept up to date with current Public Health England, DfE and Government advice, guidance during the current global pandemic. This information is reviewed and updated on a regular basis and in response to changing guidance.
- Risk assessments are shared with all school staff, Governors and the local authority.

Travel

- School liaises with the local authority dedicated school's transport team to ensure safe travel for pupils to and from school.
- There are clear hand over arrangements at the start and end of the school day with designated parking areas on the school car park for transport requiring disabled access.
- The local authority transport department liaises with school to carry out any pupil transport risk assessments.
- Pupils are escorted in taxis right up to their designated class bubble entrance. Pupils are collected from these points at home time. School staff supervise arrival and departure and ensure that all vehicles line up and that there is a clear one way flow to the traffic.
- Strict and rigorous hand hygiene systems take place at all entry points as pupils arrive / leave school.

Educational visits

- Royal Cross follows the local authority guidance for all off site visits.
- All outdoor learning is risk assessed individually e.g. gardening, PE, swimming, and other events.
- Outside the classroom during physical activities or trips high quality and experienced staffing levels are maintained to ensure children are kept safe at all times.
- All risk assessments follow the local authority guidelines. We follow the Lancashire model policy for educational visits and all visits are risk assessed, using EVOLVE, by visit leaders and approved by trained Educational Visit Leads.
- Teachers are responsible for completing the necessary risk assessments for all their individual class educational visits. These are monitored and reviewed by school Educational Visit trained staff.

School premises

- There is an excellent level of supervision at break and lunch times by school staff who know the children well and can communicate easily with them.
- Fire Safety provision includes a flashing warning light in addition to the audible alarm and Deaf Alerter vibrating radio pagers.
- School staff and children regularly practice 'Lock Down' procedures to maintain a high profile for personal and site security. Access to the school site is secured through fencing, gates and key pad entry.
- All visitors into school must sign in electronically and are photographed.

- Currently – visitors into school must sign a declaration form in accordance with school's Covid Health & Safety guidance and measures. Visitors into school must also wear masks and adhere to safe space guidance.
- Health & Safety checks are carried out on a regular basis or as needed in response to any incidents.
- Playground inspections are carried out termly with an additional annual inspection, including any outside play equipment, seating and fences.
- Individual area specific risk assessments are available.

Individual pupil risk assessments

- Pupil risk assessments are written as required by the class teacher and regularly updated, throughout the year. These will include any medical issues and medication; behaviour information such as Challenging & Physical Behaviour Risk Assessments; Learner Support Plans and Positive Handling Plans (PHP). These will be supported by school's designated Behaviour Champion.
- A risk assessment will be done for any pupils needing a PHP. These will be written by the class teacher in conjunction with families and key staff.

Health (including Emotional Health and Wellbeing)

- How do you manage safe keeping and administration of medication?
- How do you work with a family to draw up a care plan and ensure that all relevant staff are aware of the plan?
- What would the school do in the case of a medical emergency?
- How do you ensure that staff are trained/qualified to deal with a child's particular needs?
- Which health or therapy services can children access on school premises?

What the school provides

- Royal Cross keeps up to date with the latest Public Health England; DfE and Government guidance surrounding the current global pandemic.
- There are specific Covid-safety measures in place across school and adhered to by all school staff and visitors into school.
- Royal Cross nurtures pupils' emotional wellbeing through access to appropriate communication - everyone feels included and can participate fully in the life of the school.
- The provision of a deaf peer group/role models has a positive impact on the development of personal & social confidence. Pupils are encouraged to develop a positive view of themselves as deaf learners, thus protecting their emotional health. They gain confidence from being with other deaf children and therefore do not feel isolated.
- Royal Cross has a member of staff trained as a Mental Health first aider and with the NDCS Healthy Minds Programme. School is also part of the police operation ENCOMPASS. This ensures effective multi agency safeguarding of all our children and protects the wellbeing of all pupils within Royal Cross.
- The management of medication is in accordance with Medicine Safety Policy and Guidance.
- All parents are asked to send in any medication in clearly marked boxes with instructions for administration. All medication is stored securely in a lockable container. The school encourages parents to contact the school to discuss any concerns they may have regarding their child's health.
- In school there is a high ratio of trained First Aiders (including Paediatric First Aid). We have a designated medical room with lockable storage and clear procedures in place in the event of a medical emergency.

- Management of first aid arrangements are undertaken in such a way as to ensure there are adequate arrangements for training and retraining of first aid staff, provision of first aid equipment and facilities and for the recording of first aid treatment.
- Each class and designated areas in school have fully equipped first aid boxes, and in the mini buses. Classes take first aid boxes with them when going out of school on organised visits / sporting events.
- Any Individual Care Plans are developed with families as required and staff trained accordingly. Pupil care plans are completed with all key health professionals and with parents/carers. These are shared with school staff to ensure continuity of care. School liaise closely with health professionals to update & review Care Plans to ensure relevant training and information is shared.
- There is close partnership with health and social care providers and effective liaison with Audiology Clinics and CI Teams. School medical services, OT, Physio and Speech & Language therapies are delivered in school.
- School works closely with a range of other agencies to ensure a successful multi agency approach to all health and care needs of our pupils, including Early Help, Schools Psychology Services, Deaf CAMHS, Lancashire Virgin Care Service, Lancashire SEND Team, Lancashire School Safeguarding Service and local NDCS groups.
- The governing body review matters of Health and Safety on a regular basis and delegate the responsibility for ensuring the policies are put into practice.
- In all cases of medical emergencies and/ or hospitalisation one or both parents/carers will be contacted and requested to go directly to the hospital where they will be met by a member of the school staff. The nearest hospital to the school is PRESTON Hospital where there is an Accident & Emergency Unit. The school will keep records of all accidents and injuries and has a procedure in place for ensuring that they are reviewed regularly in order, where possible, to minimise the likelihood of recurrence. The school will keep a record of any first aid treatment, prescription medicines or treatment given to a pupil. The school will always contact parents if a pupil suffers anything more than a trivial injury, if they become unwell, or if the school has any worries or concerns about their health.
- School has established and successful working partnerships with a range of other professionals, including health and therapy services Occupational Therapy, Speech & Language Therapy, Physiotherapists, Deaf CAMHS; Manchester Implant staff; as well as NDCS personnel. These health and therapy services are delivered on-site.

Communication with Parents

- How do you ensure that parents know “who’s who” and who they can contact if they have concerns about their child/young person?
- How do parents communicate with key staff (eg do they have to make an appointment to meet with staff or do you have an Open Door policy?)
- How do you keep parents updated with their child/young person’s progress?
- Do you offer Open Days?
- How can parents give feedback to the school?

Our school provision:

- Pre-school & Early Years Stay & Play sessions are held regularly in school and families are encouraged to attend to explore the provision at Royal Cross and to network with specialist professionals working with deaf/HI children.
- The school has a Nursery that can take pupils from 2 years without and Education, Health and Care Plan (EHCP) in place. Should parents/carers wish their child to continue at Royal Cross when at statutory school age, then pupil must have an EHCP in place.
- School has a qualified SENCO who is able to support parents/carers through any assessments required to support an application for an EHCP assessment by the local authority SEND Service.
- Parents are able to meet the class teacher and the Head/Deputy before their child starts school and photos of the staff are available in school and the prospectus/website. Transition sessions are supported by Royal Cross and families are invited to attend with the children.
- Parents are encouraged to contact school immediately and arrange to meet with staff if they have any concerns. They are also welcome in school to discuss individual matters by arranging an appointment.
- Home/school books, class email, Class Dojo, School Dojo, Teachers2Parents text messaging, newsletters and phone calls are all used regularly in addition to written reports to ease communication between parents and key staff and keep them up to date with their child’s progress.
- We can offer home visits to support families at key points of transition into school. This allows families to take advantage of the many opportunities to come into school for celebration events, special assemblies, parent workshops and meetings.
- School is able to support virtual TEAMS meetings for any school based meeting that may be difficult for working parents/carers or parents/carers living at a distance without access to transport. These are offered alongside face to face meetings.
- We welcome informal feedback and also seek parents’ views more formally via questionnaires each year.
- Parents can give more formal feedback at EHCP annual review meetings; Personal Learning Plan meetings; annual reports and through web site email links.
- Parents/carers are also encouraged to contact the Headteacher by phone to discuss any urgent matters. If the Head is not available then arrangements will be made for a telephone appointment as soon as practicable. The Headteacher also share email contact details for those parents/carers who prefer to communicate electronically.
- As many of our pupils live at some distance from the school, communication with parents is an important priority and key to strong partnerships between home and school.
- As part of this partnership we like to hear parents / carers views of our school. We endeavour to use annual parental questionnaires, annual home /school agreements, annual data collections, annual reports, annual attendance information and Personalised Learner Plans to support families of children with SEN.

Working Together

- What opportunities do you offer for children to have their say? e.g. school council
- What opportunities are there for parents to have their say about their child's education?
- What opportunities are there for parents to get involved in the life of the school or become school governors?
- How does the Governing Body involve other agencies in meeting the needs of pupils with SEN and supporting their families? (e.g. health, social care, voluntary groups)
- How do home/school contracts/agreements support children with SEN and their families?

What the school provides

- Royal Cross prioritises language development and communication and pupils are taught in small groups so there are many opportunities for children to contribute to discussions and express their views e.g. Circle Time, membership of the School Council, attending EHCP Review Meetings.
- Pupil voice is important, and pupils have the opportunity to have their say via the school council.
- The school council has representation from each class to ensure all children feel included and valued.
- Each pupil within school has a responsibility to help develop self-esteem and independence. Roles include Head Boy; Head Girl; School Librarians; ICT Champions and Prefects
- The school council have their own notice board in the conference room where a record of minutes is kept. There is also a Pupil Notice Board in the hall that pupils may use.
- Parents are involved in termly meetings to discuss their child's Personal Learning Plans with key staff and WOW Moments from parents/carers contribute to a holistic picture of pupil achievement.
- The Education, Health & Care Plan Reviews are used to listen to parents/carers and to identify concerns; celebrations and key information to support any transitions.
- Parents are also encouraged to contact the Headteacher with any concerns. If it isn't possible to speak to the Headteacher when contact is made then a follow up phone appointment will be made and if necessary this will be followed up further through face to face or virtual meetings.
- Parents have the opportunity to have their say about their child's education at annual reviews or via our annual pupil questionnaire.
- There are 3 parent/family representatives on the Governing Body and an active PTFA. Getting involved gives families the opportunity to get to know each other and can be an invaluable support network as well as an opportunity to participate in the life of the school.
- We are able to signpost families to out of school activities run by voluntary organisations e.g. local NDCS groups and involve other agencies in meeting the health or social care needs of pupils where necessary e.g. Deaf CAMHS, Early Help or family support services.
- We value our home school partnership and work hard to overcome the geographical and cultural barriers that may interfere with parental involvement.
- As part of this partnership we like to hear parents / carers views of our school. We endeavour to use annual parental questionnaires, annual home /school agreements, annual data collections, annual reports, annual attendance information and Personalised Education Plans to support families of children with SEN.

What help and support is available for the family?

- Do you offer help with completing forms and paperwork? If yes, who normally provides this help and how would parents access this?
- What information, advice and guidance can parents access through the school? Who normally provides this help and how would parents access this?
- How does the school help parents with travel plans to get their child to and from school?

What the school provides

- Royal Cross has a qualified SENCO on the senior leadership team who will work directly with families to support any concerns and to facilitate access to external professionals through referrals, assessments or through the extensive SENCO professional network across Lancashire.
- Royal Cross School is committed to supporting families of deaf/HI children. Royal Cross School is fully committed to investing in parents and carers. The staff team work in partnership to help complete any of the statutory assessments and referrals needed to support families and pupil outcomes. The school SENCO supports class teams in managing assessments and in completing any key documentation, including Education, Health & Care Plans.
- Through close partnership working with parents, carers and other professionals we can effectively meet the needs of our Deaf / HI pupils and their families within a supportive, child-centred framework. If there comes a time when a child's needs may change and needs can no longer be met within the parameters of our provision, then this will change will be supported through school's dialogue with parents/carers and the Education, Health & Care Plan process.
- We offer individualised emotional and well-being support for our pupils through the NDCS 'Healthy Minds' Programme to address the complex emotional needs of deaf/HI children. These children may face increased pressures in life through social isolation. In addition we have a member of staff who is trained in Mental Health First Aid and works closely with class teams to identify vulnerable pupils needing additional support.
- Class teams with the support of the school SENCO work alongside families and children who need additional help and signpost them quickly to the correct agencies, offering support as specialist educators. School is committed to working collaboratively with families in meeting need.
- Every effort is made to provide translations or interpreters if needed and help is available from the school office with completing paperwork.
- The school SENCO works closely with the local authority SENDO and parents/carers to ensure all is in place to facilitate a smooth transition into Royal Cross and from Royal Cross into key stage 3 learning provision. This includes working alongside local authority dedicated school transport teams.
- Daily escorted pupil transport is usually provided for all pupils who live at a distance from the school and school will work closely with local authority transport teams to advise of any issues that may be solved by alternative transport arrangements.
- Parent Workshops, communication courses and support with behaviour management plus links to other sources of help and advice are provided regularly by the school.
- The online platforms used by Royal Cross provide instant access to resources, information and school news and events. Class Dojo is used to provide informal daily contact between class teams and parents/ carers and School Dojo is used by the Headteacher and key staff to share school based information, support and resources, including online safety support.

Transition to Secondary School

- What support does the school offer around transition? (e.g. visits to the secondary school, buddying)

What the school provides

- The whole of our provision is geared towards developing pupils' language and independence so that they have the confidence and skills required to overcome communication difficulties when they move on to secondary school.
- Every effort is made at all key transition points to link with previous/future placements e.g. Early Years providers, Nurseries, mainstream and secondary schools to ensure smooth transitions for both new admissions and leavers.
- *However there may be times when this process is interrupted by external factors, such as a global pandemic; national lockdown restrictions or Public Health England Health & Safety guidance. In all unforeseen circumstances Royal Cross will always endeavour to do the best that we can to facilitate a planned and supportive transition in whatever way is open to school at the time.*
- Prior to selection of a secondary placement support is provided to families and pupils through early summer (year 5) transition reviews. This gives parents/carers and the school SENCO time to discuss options and to offer information on the range of provisions available.
- Royal Cross will ensure that all key documentation is updated and available through the Education, Health & Care Plan process to all key parties involved in the transition process. This includes an updated provision mapping document that will identify key resources / equipment needed to support any future placement.
- Once a pupil place is agreed we offer an individualised transition programme in partnership with pupils; parents/carers and all key agencies involved.
- We have a particularly good relationship with Ashton Community Science College (Deaf Support Department). Transition into KS3 begins in the autumn term of year 6 with a detailed programme of lesson placements into Ashton supported by Royal Cross School staff. This ensures a smooth and confident transition at the start of Year 7. *However there may be times when this process is interrupted by external factors, such as a global pandemic; national lockdown restrictions or Public Health England Health & Safety guidance. In all unforeseen circumstances Royal Cross will always endeavour to do the best that we can to facilitate a planned and supportive transition in whatever way is open to school at the time.*
- We also have a regular package of school to school support which is offered to the key staff across all secondary placements. This offers training and support for classroom strategies, assessment, curriculum adaption and audiological management. This ensures a smooth and successful transition to next stage learning.

Extra Curricular Activities

- Do you offer school holiday and/or before and after school childcare? If yes, please give details.
- What lunchtime or after school activities do you offer? Do parents have to pay for these and if so, how much?
- How do you make sure clubs and activities are inclusive?
- How do you help children to make friends?

What the school provides

- After school clubs are problematic for school due to pupils using dedicated school transport which ties them to specific times at the end of the school day, however, wherever possible dinnertime clubs are used to enhance the curriculum offer. This is always balanced to ensure that all children have a chance to develop outdoor play and social interaction skills through dinner break times.
- A variety of lunchtime clubs are provided through Sports Funding e.g. PE / Sport with a trained member of staff and a wide range of activities, educational visits and residential trips enhance the curriculum and are open to all pupils.
- A weekly dinnertime library club is offered and supported by a key member of staff alongside the school librarians.
- At certain times of year a dinnertime gardening club is offered, where children are supported to care for their natural environment and grow a variety of bulbs and vegetables.
- There is a planned programme of weekly curriculum enhancements which take place to widen the school curriculum offer and include, computing, yoga, taekwondo; rugby; music and textiles.
- We signpost families to out of school activities e.g. local NDCS groups, holiday activities and sports events in their home areas.
- Annual residential holidays are offered to year 5 and 6 pupils at a subsidised cost at specialist outdoor centres within Lancashire. Children are supported by trained outdoor educators to sample challenging and adventurous activities. This offers opportunities for the older children to prepare for life away from Royal Cross and encourages supervised and structure 'risk-taking, developing self-esteem, independence and resilience. There are also opportunities for children to excel in outdoor activities away from the classroom and to socialise with hearing peers from other schools.

Feedback

- How can feedback be given, state options available i.e. web site, telephone, email?
- What will happen once feedback received?
- How you will respond to feedback?

What is the feedback mechanism

Feedback to school is encouraged and welcomed from all parents/carers.

This may be through direct email to the school as follows:

bursar@royalcross.lancs.sch.uk

By telephone as follows:

01772 729705

Through contact on the school web site as follows:

[Royal Cross Primary School:](#)

Feedback will be communicated to the Headteacher and a response will be made either through email, or telephone contact.

We aim to respond within 3 days of contact, however this may be longer if contact is made in the school holidays. In such cases any feedback will be responded to within 3 days of a return to school.