

Holy Trinity CE Primary School

Governor Visit Report

Name of Governor	Belle Moss (author), Stephanie Hynard
Date of Visit	06 March 2018
Agreed Focus for Visit (linked to SEF, SDIP & Key priorities)	SEND update
Name of Staff	Pam O'Brien, Val Woods

Key Areas:

To discuss the Governor visit to Manor Green and any areas where HT could benefit
 To discuss the EHC handbook for parents
 To review how HT is to ask parents of SEND children to share their feedback and comments
 To hear how teachers feedback to ongoing SEND care within the classroom setting will be recorded
 To review how SEND children are transitioned between year groups

Actions used to identify findings

A parental questionnaire is in draft, which is to be uploaded to the school website for parents to complete and submit anonymously. (Primary Site have already agreed this can be completed FOC via SurveyMonkey). The survey will be announced in an upcoming newsletter and it is hoped will go live on the website before the end of Spring term.

Mrs O'Brien and Mrs Woods have amended the EHC handbook for parents and it is now in final review. The intention is to use it as and when a parent requires support and help understanding the EHC application process.

Mrs Woods took us through a new initiative called Passport to Learning. This involves a combination of the child, Mrs Woods, teachers and TAs, completing a personalised sheet which asks questions such as "What people like and admire about me", "What makes me happy" and "How I want to be supported". This will be rolled out to all SEND children to complete, beginning with the older age groups. The forms will be taken home to show and inform their parents and ultimately used to aid teachers in learning more about that individual when the child moves from one year-group to the next. They will also be another useful part of the toolkit when pulling together EHC applications. Mrs Titre has expressed an interest in using the template to help some of the more vulnerable children working with her in the pastoral hub. It was noted that this document links well to the ACE (Academic Progress / Care and Therapeutic Learning Support / Enrichment and Life Skills and Engagement) philosophy adopted by Manor Green.

What outcomes have been identified as a result of my visit

Mrs O'Brien expressed interest in the idea of undertaking a short term 'TA swap' with Manor Green, she will discuss internally with TA staff.

Mrs O'Brien will speak to teachers one-on-one with regard to feedback on SEND care

Mrs O'Brien / Val Woods to ask Manor Green if they are able to provide some additional visual boards for use within the school.

SEND parent survey to be activated

Aspects I would like clarified/Questions I have

Manor Green staff have been into school to talk to and evaluate SEND children, we are currently awaiting the outcome of those visit reports.

Next Steps/follow up from monitoring

Await feedback from parents and evaluate outcomes, work with the school to create an action plan based on those outcomes.

Await feedback from Mrs O'Brien with regards to how teachers are finding the SEN process

Set up meeting with Mrs Poulter to track SEND budgets and feedback to F&R committee

Review new safeguarding policy once updated

Mrs O'Brien to provide an updated vulnerable list after LA audit to Stephanie Hynard

Visit in summer term to review transition process

Additional Comments

Governors were advised that some software programmes specifically for SEND children had been purchased, Mrs Woods is awaiting feedback from Manor Green to whom she has applied for support in how best to use the software effectively.

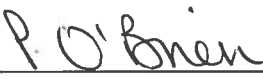
Mrs O'Brien advised that she and Mrs Griffith are looking at the structure of report cards for SEND children, so that their progress could be better mapped out and parents are better able to interpret their child's achievements.

It was suggested that the School Council include Mrs Titre on their list of people to interview for the newsletter so that they, and therefore parents could find out more about the Pastoral Hub and how it benefits children.

Mrs Woods talked about the great success of the Learning Pit initiative, which was started at the beginning of the current school year as part of the Growth Mindset programme. All children throughout the school use the learning pit as a way to vocalise that they are having problems, identify what is blocking learning and then visualise problem solving techniques. Mrs Woods was pleased to note that the great benefit to the SEND community has been in a feeling of inclusion. SEND children can see that learning blocks and difficulties with comprehension occur regularly for everyone and that they are no different in that respect from any of their classmates.

To be shared with the school staff and school governing board.

Signed: 
(Governor)

Signed: 
(Headteacher/Staff member)