



SEND report

Document Control Information

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Introduction

At North West Surrey Short Stay School, we are committed to creating a safe, supportive and inclusive environment where all students feel valued and able to succeed. We understand that every young person is different and may need different types of support at different times.

As a short stay school, we work with students, families, schools and professionals to understand needs, remove barriers to learning and help students make positive progress. We believe students and families should be involved in decisions and be active partners throughout their time with us.

Types of SEND We Support

North West Surrey Short Stay School supports students with a range of Special Educational Needs and Disabilities (SEND), including:

Communication and interaction needs

- Autism
- Speech, language and communication difficulties.

Learning needs

- Difficulties with learning, understanding and processing information.

Social, emotional and mental health needs

- Difficulties that affect emotional wellbeing, relationships and engagement in learning.

Sensory and physical needs

- Physical difficulties or sensory needs that may affect access to learning.

We also support students who have an Education, Health and Care Plan (EHCP) and students who are going through an Education, Health and Care Needs Assessment (EHCNA).

Every student is different and support is planned around individual strengths and needs.

How We Identify and Understand Students' Needs

When a student starts at North West Surrey Short Stay School, we meet with the student and their parent, carer or family members. This first meeting helps us get to know the young person and understand how we can support them.

During this meeting we gather information about:

- Previous school experiences
- Strengths and interests
- Areas where support may be needed
- Health or wellbeing needs
- Information from previous schools
- Reports from professionals
- Views from the student
- Views from parents and carers

As part of this process, a Student Support Plan is created before the student starts with us. This plan helps staff understand the young person and outlines:

- Background information
- Strengths
- Challenges or barriers to learning
- Helpful strategies and support approaches

Students also complete assessments before starting with us, including:

- CAT4
- PASS
- NGRT

These assessments help us understand learning strengths, attitudes towards school and areas where extra support may be needed.

Information from meetings, assessments and previous settings is shared with staff before the student starts, ensuring all staff have a clear understanding of the student and can put support in place from day one.

We also discuss and plan the most suitable next steps and future pathway for the student where appropriate.

This may include discussions around:

- Education, Health and Care Needs Assessments (EHCNA)
- Fair Access arrangements
- Post-16 planning
- Future school or education placements

SENCO Contact Details

SENCO: Holly Stevens

Email: holly.stevens@northwest.surrey.sch.uk

The SENCO oversees support for students with SEND and works closely with families, staff and professionals to make sure students receive the right help.

Working with Students and Families

We believe students and families should be involved in all important decisions.

Students and families are included through:

- Initial meetings
- Regular communication
- Student discussions and feedback
- Meetings with staff
- Review meetings
- Termly review days

Our termly review days allow students and families to review progress together, discuss support and help plan next steps.

Students are encouraged to share their thoughts and be involved in decisions about their education and support.

How We Plan and Review Support

North West Surrey Short Stay School follows a whole-school approach to making sure support is right for each student throughout their time with us.

We use a cycle of:

Assess

Finding out what a student is doing well and where they may need support.

Plan

Agreeing support, targets and next steps.

Do

Putting support and strategies in place.

Review

Looking at progress and deciding whether support should continue, change or stop.

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This process runs throughout a student's time with us and forms part of their overall journey through the school.

Alongside this whole-school process, smaller review cycles also happen where specific needs or challenges have been identified through Student Support Plans.

Where a student receives a specific intervention or additional support, we regularly review:

- Is it helping?
- Has progress been made?
- Does anything need to change?

This allows us to respond quickly and make sure support continues to meet students' needs.

Support Available

Support is planned around individual need and may include:

- Changes to teaching approaches
- Small group work
- One-to-one support
- Emotional wellbeing support
- Support with communication
- Pastoral support
- Structured routines
- Adapted learning activities
- Support during transitions

Where needed, specialist equipment or resources may be used following advice from professionals.

Working with Specialist Services

We work closely with specialist services provided through Surrey when additional support is needed.

This can include:

- Educational Psychologists (EP), during EHCNA processes
- Speech and Language Therapists (SaLT), provided by the Local Authority
- Other specialist professionals

North West Surrey Short Stay School has an allocated Speech and Language Therapist who works with us once each term. Advice and recommendations are shared with staff to help support students.

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We also work closely with Educational Psychologists during Education, Health and Care Needs Assessments.

Advice from professionals is used to help plan support for students and staff practice.

Staff Knowledge and Training

Staff receive regular training to help them support students with a range of needs.

Training may include:

- Autism awareness
- Mental health and wellbeing
- Behaviour support
- Communication support
- Safeguarding
- Understanding additional needs

Staff regularly work together to share ideas and support good practice across the school.

How We Check That Support Is Working

We regularly review support to make sure it is helping students.

We do this through:

- Looking at student progress
- Talking to students
- Feedback from parents and carers
- Attendance and engagement information
- Review meetings
- Staff observations
- Feedback from outside professionals
- Looking at the impact of support and interventions

Support is changed when needed to make sure students continue to receive the right help.

Accessibility

We aim to make sure all students can take part fully in school life and access learning.

Reasonable adjustments are made where needed to support individual students.

Further information can be found in the school's Accessibility Plan.

Surrey Local Offer

More information about support and services available for children and young people with SEND in Surrey can be found here:

Surrey Local Offer

[Surrey Local Offer - Surrey County Council](#)

Complaints

If parents or carers have concerns about SEND support, we encourage them to speak with the school as early as possible.

The first point of contact is:

Holly Stevens

SENCO

Email: holly.stevens@northwest.surrey.sch.uk