

# Halesowen College is committed to supporting students with Special Educational Needs and Disabilities (SEND)

## 1. How does the College know if a young person needs extra help? (and what should I do if I think my young person may have special educational needs?)

- The College will receive an Education, Health and Care Plan/Learning Difficulty Assessment//Moving Forward Plan from Connexions/ 16+ teams.
- Through information given on application form.
- Through information provided by parent/carer/school/Connexions and/or at open days and taster days
- At interview.
- Through a conversation between the young person and their tutor during a tutorial or a member of staff
- Initial assessment and on-going assessment.
- By contact with us via website, telephone, email, letter or visit.

## 2. How will the College staff support my young person?

- Support e.g. for English/Maths development, dyslexia support and more is accessed through the Personal Skills Development and the Learning Support Department. We are also able to obtain external support, such as signers for hearing impaired learners.
- Pastoral support is available through regular tutorials with their Personal Coach, Senior Tutors and staff in the Foundation and Learning Support Teams.
- A free counselling service is available on request.
- Assistance with note taking is available
- Assistive technology – for hearing or visually impaired students
- Personal care
- Travel training can be arranged with the local authority for students using college coaches in order to facilitate independence
- Exam concessions and access arrangements
- Assistance with using the refectory and other facilities on site
- Full one-to-one and small group learning support, where appropriate
- Meet and greet service to and from transport, where required
- A quiet room facility is available to students, as required.
- All students will be helped to develop their skills in communication, English and Maths as part of their study programme.

## 3. How will the curriculum be matched to my young person's needs?

- All lessons are arranged to make sure each young person gets the help they need to make good progress and become more independent in a way that suits them best
- Other reasonable adjustments can be made on an individual basis. Please contact the college to discuss.

## **4. How will I know how my young person is doing and how will you help me to support their learning?**

- Each student's progress is closely monitored and tracked by their personal coach and the associated Senior Tutor for pastoral support
- The effectiveness of the support and its impact on each young person is reviewed regularly
- Parents/carers of students under the age of 18, and over 18s (where the learner has given permission) will be contacted if there are any concerns.
- We are keen to work with parents/carers to ensure that students are successful on their programme. Parents are welcome to arrange to meet with Personal Coaches, Senior Tutors or Learning Support staff to discuss progress.
- For students on entry level programmes, we welcome parents/carers input in setting what the student is realistically going to be able to achieve in both the short and long term – whether this is employment, further study or supported living
- Student reports are made available to parents/carers at designated points in the year. These track the progress of the student in all aspects of their programme, including attendance, time-keeping and behaviour.

## **5. What support will there be for my young person's overall well-being?**

- All students have an extended induction period which allows time to settle into college and get to know their peers and personal coach. The induction also provides an opportunity to ensure students have made the right choice of programme to meet their needs.
- All students have tutorials which include both 1-1 and group sessions. Additional 1-1 tutorials are arranged as if there are any concerns
- Group tutorials provide opportunities for students to participate in a range of activities to support their wellbeing and personal development. These include theme weeks such as Anti-Bullying week, e-Safety, personal safety and Equality and Diversity along with activities to help students with time management and study skills.
- There are designated members of staff for issues relating to safeguarding and young people in care who you can contact in the first instance with any concerns
- The College commissions the Dudley Educational Psychology Service to support young people with particular needs
- All students can access our well-equipped college gym, outstanding sports facilities and a wide range of cross-college team sports, including football, netball and wheelchair basketball
- A quiet room facility is available to students, as required.
- A counselling service is available on request, free of charge, for any student
- Wherever possible, our tutors operate an 'open door' policy and students can talk to them at any time during their non-teaching hours.
- Please talk to us if you have any concerns.

## **6. What specialist services and expertise are available at or accessed by the College?**

- Our highly trained staff have developed a wealth of experience and expertise which includes supporting students with autism, learning difficulties, behaviour management and sensory impairments.
- Software is available on all student computers to enable the computer to 'read out' information on screen.
- Lap-tops with the above software can be made available to students who require them.
- A counselling service is available on request, free of charge, for any student
- The College commissions the Dudley Educational Psychology Service to support young people with particular needs. We also work with other outside agencies such as speech and language therapists, where required.
- Signers can be organised for hearing impaired students.
- Other specialist services/expertise can be accessed as needed.

- Please talk to us if you have any further questions

## **7. What training have the staff supporting young people with SEND had, or are having?**

- All staff at the college are trained in health and safety, equality and diversity, and safeguarding.
- A range of training sessions in learning difficulties and/or disabilities are offered to teaching staff throughout the year and tutors also attend relevant external training events. All teachers are required to participate in at least 30 hours of professional training/development per year.
- Specific training is organised as needed.

## **8. How will my young person be supported and included in activities outside the classroom, including trips?**

- Supervision is available for students during lunch and break times where necessary. This support is continually assessed in order to promote independence in the learner and to best prepare them for life beyond college.
- All students are included in programme activities and trips. If you have any concerns about the young person's inclusion in activities or on trips please talk to their Senior Tutor
- Parents are fully informed in advance of all trips and visits and these are carefully planned with the necessary risk assessments in place to ensure the safety of all learners.
- All students can access our well-equipped college gym, outstanding sports facilities and a wide range of cross-college team sports, including football, netball and wheelchair basketball.
- Other activities outside the classroom include opportunities for all students to join our active Student Union, opportunities to become a tutor group representative and attend student council meetings, along with the potential to become a student ambassador for the College.

## **9. How accessible is the College environment?**

- All of the college sites are accessible by wheelchair users
- Disabled toileting facilities are available in a number of areas throughout the college.
- A hoist is available for wheelchair users
- Automatic doors are fitted on most blocks
- Hearing loops are fitted in designated classrooms.
- We are committed to a fully inclusive approach to learning and detailed access information is available through our close work with [www.disabledgo.com](http://www.disabledgo.com) which highlights access for students with mobility difficulties
- All student computers have software that reads text on the screen. We also have voice recognition software on all computers.

## **10. How will you prepare and support my young person to join the College, transfer to a new college or the next stage of education and life?**

- There is a range of opportunities for potential/prospective students to become familiar with Halesowen College. Taster days are organised throughout the year for students in Years 10 & 11 who are thinking of coming to college
- Halesowen College also works closely with Connexions and schools in providing additional taster sessions through the year to facilitate the young person's transition to life at College
- We work with a number of local schools in delivering a range of 14-16 programmes to enable learners to achieve across a variety of subject areas and become more familiar with college
- The interview includes a tour of the college and relevant curriculum areas.

- College courses and activities are aimed at encouraging each young person to practise and develop skills which will enhance their independence and progress
- Tutors will regularly discuss with students what it is they hope to do when they leave college
- All learners have access to our award winning careers guidance service where group sessions are available for tutor groups and one-to-one appointments can be made throughout the year
- Individual/group visits can be made by arrangement.
- Travel training is facilitated, where required.
- Work experience placements are required for some programmes and these help to prepare young people for moving on to employment.
- Independent living training on step up programmes
- Our Step up to Work programme supports young people with learning difficulties/disabilities to access employment experience in the community which develops a range of practical skills in preparation for the young person's move on from college.
- College staff are involved with Personal Education Plan (PEP) meetings for young people in care/leaving care.
- Other/bespoke arrangements can be made as appropriate. Please contact the college.

## **11. How are the College's resources allocated and matched to young people's special educational needs?**

- Allocation of resources is arranged on an individual basis according to need and guidance in Education, Health and Care Plan/Learning Difficulty Assessment or Moving Forward Plan. Where support needs are very high, the college can apply to the Local Authority for additional funding.

## **12. How is the decision made about what type and how much support my young person will receive?**

- The decision about type and how much support a young person is given is made on an individual basis according to needs identified through Education, Health and Care Plan/Learning Difficulty Assessment//Moving forward Plan, along with our own initial assessments and any other relevant information.
- We communicate with parents, schools and external support staff to ensure that the support we put in place is effective.

## **13. Who can I contact for further information?**

**We want you to have all the information that you need.** If you have any other questions prior to application or general enquiries, please telephone our Admissions Team on 0121 602 7777, who will answer your query or identify the best person to do so. We are always happy to meet with parents/carers/students to discuss how we can support students to succeed. Please call us for an appointment.

The Local Authority Offer can be found on the Dudley Family Information Service website: <https://fis.dudley.gov.uk/localoffer>

The offer is accurate at the time of publishing but services are regularly reviewed and may change. All information will be updated as soon as possible to reflect any new services offered.

## **An invite for feedback**

This offer is intended to give you clear, accurate and accessible information.

If you would like to comment on the content of the offer, or make suggestions to improve the information, please email: [agriffin@halesowen.ac.uk](mailto:agriffin@halesowen.ac.uk)