



SEND Governor Review

SEND Governor: Mrs S Giblin

SENDCo: Miss C Whittaker

Focus: SEND Graduated Response

Date: Wednesday 17 January 2024

Miss Whittaker talked through the updated SEND graduated response, which can be found in the appendix of the SEND policy. She explained that she carried out staff training for all teaching and support staff during the October INSET day, to ensure a consistent understanding and approach across school. Miss Whittaker has said that staff have reacted well to the adapted response and they have shared that it is much clearer to understand and use.

Miss Whittaker then showed me an example of a pupil passport, pupil causing concern form and an IEP (individual education plan). All documentation showed strong connections, including within the document and across them – when this was required.

Whilst viewing the IEP, it was noticed that one of the section headings still said passport to success and this needed to be changed to IEP.

At my request, Miss Whittaker showed me a profile on Edukey as this is a system I had not seen before. She discussed the next Governor session could be discovering Edukey further and how the paperwork from the system transfers in to the classroom. There was also a suggestion of viewing the whole-school provision map, also found on Edukey.

Actions:

Miss Whittaker to edit the template of the IEP to ensure all sub-headings state IEP.

Miss Whittaker and I to carry out a review in the Summer term with a focus on the Edukey system and how that looks in the classroom for the children on the SEND register.