

SEND Information Report 2025 2026

The Special Educational Needs and Disability Regulations 2014 require the academy to publish certain information regarding our provision for children with SEND. We hope parents of current and prospective children find the following information helpful and we encourage all interested parties to contact the academy for more information.

We provide for the following kinds of special educational needs (SEN):

At Ormiston Six Villages Academy, we cater for students with needs in areas of cognition and learning, communication and interaction, social emotional and mental health and sensory and physical.

We follow the guidance given in the Education Act 1996, which states that 'children have a special educational need if they have a learning difficulty which calls for special educational provision to be made for them'.

Children have a learning difficulty if they:

- Have a significantly greater difficulty in learning than the majority of children of the same age.
- Have a disability which prevents or hinders them from making use of educational facilities of a kind generally provided for children of the same age in schools within the area of the Local Education Authority. Are under compulsory school age and fall within the above definitions or would do so if special educational provision was not made for them.

At Six Villages, we aim to ensure that all students have access to a broad and balanced education, both in and out of the classroom, to enable them to achieve their full potential.

At Six Villages we value each individual ('there is excellence in all'); it is essential that each person within the academy is tolerant, accepting and respectful. We want all of our students to achieve and be equipped to succeed as independent adults. We aim to support all students in realising their goals and aspirations. We recognise excellence for all because there is excellence in all.

We identify and assess children with SEN using the following methods:

- Upon becoming a Six Villages student, information is collected from previous schools through the CLAWBA (Children's Learning and Wellbeing Audit). This informs conversations with professionals who have previously supported the child.
- We meet with families and young people to ensure that they voice is heard when planning for inclusion at Six Villages.
- Literacy assessments (NGRT, NGST), PASS (Pupil Attitude to Self and School) are completed for new starters. The literacy assessments and attitudinal surveys occur annually throughout Key Stage Three. Progress is monitored and interventions offered where appropriate.
- Referrals from teachers and pastoral staff can be made if a student is not making the expected progress based on their Key stage 2 fine scores.
- Where a need is identified we may use further screening such as GL Dyslexia Portfolio learning or GL Dyscalculia screener, Lucid Exact or CTOPP2 test (Communication Trust's Progression Tool, Mapping the Landscape of Fear, Executive Functioning, Boxall profiles, Sensory Needs Checklist are also used to identify other needs. (Please note this is not a comprehensive list of additional screening tools).
- Assessment information is collected in conjunction with staff views and any relevant external professionals' reports to apply for exams access arrangements.

- We support external agencies in completing assessments such as The Progression Tool, Connor's rating and SNAP for West Sussex Speech and Language Therapy team, CAMHS and other mental health services.
- Consultation with external professionals such as CAMHS, Early Help, West Sussex Single Point of Access, Sensory Support and Occupational Therapy and Physiotherapy assist us in accurately identifying the needs of our students.

We evaluate the effectiveness of our SEN provision in the following ways:

- Reviewing students' individual progress towards their goals each term.
- Where interventions occur, we review the impact of the respective intervention, usually after 6 weeks.
- We compare between Year 7, 8 and Year 9 NGRT standardised score test results to analyse progress and identify students requiring further intervention.
- We review the Pupil Attitudes to Self and School (PASS) survey, to assess the confidence, readiness and motivation to learn of students on the SEND register.
- We analyse termly progress data of children on the SEND register.
- We use classroom observations and work scrutinies both by the Leadership Team, SENCO and the inclusion team.
- The SENCO operates an 'open door' policy and actively encourages parents/carers to contact the academy regularly in order to evaluate the effectiveness of the provision that their child is receiving.
- We also encourage students to communicate with SEND staff regarding their needs and provision.
- We report to governor reviews to look at what is working well and what future improvements can be made.
- Academy data is used to enable us to compare who we are performing against other schools in the Local Authority and across the country.
- The SENCO uses a detailed SEND Evaluation tool and action plan to identify strengths and areas we would like to improve.
- The SENCO reports on progress and outcomes of students with SEND at termly progress boards.

Our arrangements for assessing and reviewing the progress of children with SEN are as follows:

- All barriers to learning are identified as early as possible.
- We analyse termly progress data.
- We compare between Year 7, 8 and Year 9 NGRT standardised score test results to analyse progress and identify students requiring further intervention.
- We use classroom observations both by the Senior Leadership Team, SENCO and the inclusion team. OAT Lead Practitioners and the Regional Director engage in classroom observation to quality assure provision.
- To ensure progress in reading for Years 7, 8 and 9 we also regularly review the SPARX reader data.
- We conduct checks on SEND student books.
- When engaging in interventions, we measure progress of the intervention using recommended assessment tools and time scales.
- The SENCO carries out annual reviews for students with Education, Health and Care plans.

Our approach to teaching children with SEN includes:

Having inclusion at the heart of our ethos: all children, regardless of their background, characteristics or needs, receive a high-quality education that supports them to engage and succeed.

- All barriers to learning are identified early and staff know what to do to help remove these
- Twilight training for staff, Holding In Mind meetings and butterfly training (morning briefings) are carried out by the SENCO, Vice Principal with responsibility for Quality of Education, Vice Principal with responsibility for Pastoral and Associate Assistant Principal Emily Clements.
- Quality first teaching within the classroom, e.g. Adapted teaching and learning opportunities within the lesson. This is quality assured through learning walks/ lesson visits.
- Teachers know their students through effective information sharing through the one page profiles and other School Management Systems.
- Regular updates/ information shared with staff with key strategies for specific students with specific needs.
- Where appropriate and according to the individual needs of the students, TAs and other adults may provide intervention outside the classroom.
- Where appropriate and according to the individual needs of the students, TAs and other adults may provide intervention within the classroom.
- Seeking outside agency support and advice and putting interventions in place accordingly.
- Providing one to one assistance is provided for students with complex needs and with EHCPs.

We adapt the curriculum for children with SEN in the following ways:

Quality first teaching is fundamental to our approach to teaching students with SEND. As we are an inclusive academy, where possible, students are fully integrated into life at the academy. It is important to us that all students are supported to make progress and aspire to achieve. If a child has been identified as having special educational needs, our teachers and support staff will use a range of strategies to make reasonable adjustments to enable access to the curriculum; using a variety of teaching and learning styles and adapted resources and equipment.

Some students may require support that is beyond the expectations of quality first teaching and SEN support, and may benefit from an education, health and care needs assessment (EHCNA). If this assessment is accepted by the Local Authority, students receive an EHC Plan, which could be in place until the age of 25. Students with an EHC Plan may receive additional adult support in lessons, or they may access small group or 1:1 intervention.

We enable children with SEN to engage in the activities of the academy, together with children who do not have SEN, in the following ways:

At Six Villages, our expectation is that we are completely inclusive and activities are adapted to meet the needs of all students. Students have access to all areas of the school building. Activities are risk assessed, and adaptations made accordingly if required.

The curriculum is broad and balanced. Students are offered access to all subjects at key stage four. The support of external professionals is sought where appropriate.

The following social, emotional and mental support is available for children with SEN:

At Six Villages we provide a universal offer of resiliency and emotional wellbeing support through the PSHE curriculum and assemblies.

The academy has a structured pastoral support system overseen by the Vice Principal with responsibility for Pastoral. Each year group has a Senior Leader, Director of Learning and form tutor to support the children on a day-to-day basis. The SENCo works closely with year, Behaviour and Safeguarding teams in supporting staff in ensuring they can meet the needs of the individuals across their year groups.

In identifying the appropriate support mechanism, we use a variety of screening tools to ensure that the child's voice is heard.

We also provide:

- Individual mentoring from adults or the student Wellbeing Ambassadors
- Emotion Coaching
- Social skills/nurture group interventions
- Self-esteem interventions
- Support from Six Village's Behaviour Support team
- West Sussex Thought-full Programme (Mental Health Support Teams in Schools.)
- Referrals to the West Sussex Youth Emotional Support Team/
- Referrals to and consultation with CAMHS
- Consultation with West Sussex Educational Psychology service
- Consultation with West Sussex Learning and Behaviour team

The name of our SEN Co-ordinator (SENCO) is: Emma Barber

Listed below are the names of staff members possessing expertise related to SEN. Contacts be found at the end of this document:

Name	Job Role
Emma Barber	Assistant Principal: SENCO
Donna Trembath	Higher Level Teaching Assistant

In addition, we use the services of the following specialists:

- LBAT service (West Sussex Learning Behaviour Advisory Team)
- CAMHS (Child and Adolescent Mental Health Service)
- CMHL (Community Mental Health Liaison)
- Integrated Front Door (West Sussex safeguarding and child protection referral.)
- SENAT (Special Educational Needs Assessment Team)
- ASCT (West Sussex Autism and Social Communication Team)
- SALT (West Sussex Speech and Language Therapists)
- SENDIAS (West Sussex Special Educational Needs Independent Advisory service)
- EHP (West Sussex Early Help services)
- Virtual Schools for Children Looked After
- YMCA (Dialogue counselling)
- YES (Youth Emotional Support service) SEN Information Report Page 5 of 8
- West Sussex Education Psychology Services
- West Sussex Occupational therapy and Physiotherapy
- West Sussex parent carer forum
- ITP (West Sussex Intensive planning team)
- SPOA (West Sussex Single Point of Access)
- Thought-full (West Sussex Mental Health Support Teams in Schools service)

We currently possess the following equipment and facilities to assist our children with SEN:

We aim to meet the physical, emotional and intellectual needs of all our children through Interventions that are personalised and suitable to enable each child to achieve. The learning environment and academy site is adapted to ensure that it is safe for all students. Teachers arrange furniture to suit the groups and individual needs of key students they are teaching. There are lifts in both the East and West block buildings to enable access to first floor classrooms. Students are able to use accessible toilets. Accessibility is planned for in line with the accessibility plan. Students can be supported moving around the site by the SEND and student support teams where necessary.

We ensure the inclusion of students with SEND in enrichment activities and TAs allocated to support children with SEND on trips. Students in key stage four with EHCP are supported to attend 'Period 6 revision' sessions. Students on the SEND register are also invited to attend a supported homework club.

The facilities the children have access to include Inclusion which is a safe space and intervention room. Inclusion is equipped with computer and internet access, as well as games and learning resources which we use to support the students when providing one to one or small group interventions. There are quieter spaces for students who may require this support.

Laptops are provided to support young people with significant needs with written communication. Large print resources and reading software are available.

Overlays, stress balls and fidget toys if student unable to bring in from home.

Time out, medical and permission to leave early passes are given to children where there is a need identified by the academy.

Our arrangements for ensuring the involvement of parents of children with SEN are as follows:

Parents/carers are key in supporting development and wellbeing and we recognise the expert knowledge they have of their own. We endeavour to provide support and information to parents/carers so that we can work together as a team to help achieve the best possible outcomes (in all areas of development) for the child. We are therefore very keen to build strong relationships with the parents/carers of the children in our care and to liaise with them to share useful strategies or techniques which are used at home as well as those used in school.

Parent/ carers are invited to contact SENCO by Teams, telephone, email or meet in person. The SENCO is contactable by telephone 01243 546814, by email ebr@ormistonsixvillages.org.uk or OSVA_SEND@ormistonsixvillages.org.uk to discuss concerns, success or share information.

Parent/carers are informed of interventions in place, e.g. Lexonik or Lego Therapy.

The SENCO is available at academy events, e.g. parents' consultations, Open Evenings, Transition Evening, Open Evening, Option Evening (Year 9), GCSE Exams evening (to answer queries on access arrangements).

The SENCO supports Directors of Learning, other Six Villages staff and families in attending TAF (Team around the family) meetings with external professionals.

Parents/carers are invited to all annual reviews for students with an EHC Plan and all students and parents/carers are invited to meet with the SEND team to review provision in place and progress being made.

Our arrangements for ensuring the involvement of children and young people with SEN are as follows:

At Six Villages we believe that all students should have access to the full range of opportunities on offer. This includes students with SEND engaging in classroom and enrichment activities, trips, and representing their peers as form reps, student council, wellbeing ambassadors and prefects.

Students who may struggle at times to communicate their needs or regulate their emotions in lessons have access to a safe space to reset. Support is given to students to communicate their thoughts and feelings in safe spaces to a chosen adult who can then facilitate further communication with other adults across the academy.

Student voice is central in our work within the Inclusion Team. To ensure that we accurately identify a student's need we use a range of child centred resources such as the 'Mapping the Landscape', 'Strengths and Difficulties Questionnaires', and the 'Risk and Resiliency toolkit.'

In creating our one-page profiles student feedback is sought regularly throughout the school year, through interviews, questionnaires and meetings.

Our arrangements regarding complaints from parents of children with SEN are as follows:

Sometimes misunderstandings can arise and parents may feel that they wish to register a complaint about the way that their child's special educational needs are being met. The academy has a clear complaints procedure which is outlined below:

Step 1: The parent/carer asks to meet with the SENDCo to discuss their concerns.

Step 2: If parent/carer is still not satisfied with the response they have received, contact should be made with the Vice Principal who will either meet with the complainants or arrange a meeting with another member of the Leadership Team.

Step 3: If there is still dissatisfaction, parent/carer would use the academy complaints policy, which is published on the academy website. [Complaints-Policy-December-2024-2027.pdf](#)

We work with the following bodies to ensure the best possible provision for our children with SEN:

- West Sussex CAMHS (Child and Adolescent Mental Health Service)
- West Sussex CAMHS (Community Mental Health Liaison)
- Integrated Front Door (West Sussex safeguarding and child protection referral.)
- West Sussex SENAT (Special Educational Needs Assessment Team)
- West Sussex ASCT Autism and Social Communication Team
- West Sussex SALT (West Sussex Speech and Language Therapists)
- West Sussex SENDIAS (West Sussex Special Educational Needs Independent Advisory service)
- West Sussex Occupational therapy and Physiotherapy
- West Sussex EHP (West Sussex Early Help services)
- Virtual Schools for Children Looked After
- YMCA (Dialogue counselling)
- YES (Youth Emotional Support service)
- West Sussex Education Psychology Services
- West Sussex parent carer forum
- West Sussex ITP (West Sussex Intensive planning team)

Parents of children with SEN may find the following support services helpful, in addition to the academy's offer:

- Amaze SENDIAS advice line <https://amazesussex.org.uk/parent-carers/services-and-support/sendias-advice-line/>
- ASPENS <https://www.aspens.org.uk/>
- West Sussex Parent Carer Forum <https://www.wspcf.org.uk/>
- West Sussex Parent Partnership Service https://www.westsussexcarers.org.uk/Link/link_parent_partnership.htm
- Citizens Advice SEND Information and Support <https://www.advicewestsussex.org.uk/advice/send-information-and-support/>
- SENDIAS <https://westsussexsendias.org/>
- PACSO (Parent and Carers Support Organisation) <https://pacso.org.uk/>
- Reaching Families <https://www.reachingfamilies.org.uk/>
- West Sussex Find It Out Centres <https://www.westsussex.gov.uk/education-children-and-families/your-space/places-to-go/finditout-centres/#>
- West Sussex Single Point of Access <https://www.sussexcamhs.nhs.uk/our-services/service-finder/west-sussex-single-point-advice-spoa>
- West Sussex Integrated Front Door <https://www.westsussexscp.org.uk/professionals/working-together/making-a-referral>

Our transitional arrangements for children with SEN include:

The SENCO meets termly with locality primary and secondary SENCOS to discuss contextual factors.

We use the CLAWBA (Children's Learning and Wellbeing Audit) to collect information from primary schools about each individual child. This information is then used to inform meetings between Six Villages' school staff and the feeder school.

We work closely with primary feeder schools throughout the summer term in order to discuss the needs of students coming to the academy. We also meet with families to ensure their voice is heard when planning for these students. As part of the academy's transition programme, the SEND team offers additional small group and 1:1 visits.

This process is replicated for students who transition into Six Villages at different points of the year and in different year groups.

West Sussex's local offer, explaining what is available on a local authority basis, can be found using the following link:

[Local Offer - West Sussex County Council](#)

More information on SEND can be found in the OAT SEND Policy:

[SEND-Policy-2025-2026-1.pdf](#)

Special Educational Needs and Disability (SEND) Contacts and Responsibilities

This document should be viewed in conjunction with the [SEND-Policy-2025-2026-1.pdf](#)

Academy roles		
Role	Designated person	Contact Details
SENCO	Ms Emma Barber	ebr@ormistonsixvillages.org.uk 01243 546814
Executive Principal	Mr Paul Slaughter	psr@ormistonsixvillages.org.uk 01243 546802
SEND Governor	Mrs Alex Holmes	ahs@ormistonsixvillages.org.uk 01243 546802
Other senior leader with responsibility for SEND	Ms Emma Barber (Assistant Principal: SENCO)	ebr@ormistonsixvillages.org.uk 01243 546814
	Mr Paul Slaughter (Executive Principal)	psr@ormistonsixvillages.org.uk 01243 546802
	Mr Josh Case (Head of School)	Jce@ormistonsixvillages.org.uk 01243 546809
Pastoral support lead	Miss Corinne Jones	cjs@ormistonsixvillages.org.uk 01243 546820
Designated safeguarding lead	Mr Tim Kidd	tkd@ormistonsixvillages.org.uk 01243 546821
Designated teacher for looked after children	Ms Emma Barber	ebr@ormistonsixvillages.org.uk 01243 546814
SEN Administrator	Miss Rhea Ryder	rrr@ormistonsixvillages.org.uk 01243 546845
External agencies		
Role	Information	Contact Details
Educational Psychologist	West Sussex Educational Psychology	EPS@westsussex.gov.uk 01903 839308
Local SEND Information & Support Services	West Sussex and Special Educational Needs	(parents/ carers) send.ias@westsussex.gov.uk
	West Sussex and Special Educational Needs Independent Advisory Service.	(young people) cyp.sendias@westsussex.gov.uk 0330 222 8555
Local Authority SEN Team	West Sussex Special Educational Needs and Assessment Team	SENAT.South@westsussex.gov.uk 03302223120
	Vicki Fackler (Special Needs Officer West Sussex Special Educational Needs and Disabilities)	Vicki.fackler@westsussex.gov.uk
Behaviour Support Team	West Sussex Learning and Behaviour Team	SchoolsABC@westsussex.gov.uk
Speech and Language Therapists	West Sussex Speech and Language Therapy Service	01273 696011
Social Communication Team	West Sussex Social Communication Advisory	Katherine Miles katherine.miles@westsussex.gov.uk 03302-228531 07545-200684
Sensory Impairment Service	West Sussex Sensory Support	Sensory.support@westsussex.gov.uk 01309 270430
IPSEA	Independent Provider of Special education Advice	https://www.ipsea.org.uk/
Council for Disabled Children	Advice & resources for professionals and parents	https://councilfordisabledchildren.org.uk/

CAMHS	Provider of children and young people's specialist mental health services across Sussex including supportive resources for parents/ carers.	https://www.westsussex.gov.uk/education-children-and-families/childrens-mental-health-and-emotional-wellbeing/information-for-school-and-college-staff/thought-full/
Single Point of Access	A dedicated service which provides a simplified single route to access specialist emotional wellbeing and mental health support.	https://e-wellbeing.co.uk/support/
ASPENS	Aspens provides care and support to help people with learning disabilities and those on the autism spectrum to live life to its full potential, including children from the age of 8 through to 25 (18-25 with EHCP).	https://www.aspens.org.uk/childrens-services-in-west-sussex