

Hawthorn Community Primary School

Hawthorn Road
Kettering
Northants
NN15 7HT

Tel: 01536 512204
Fax: 01536 512468



Head Teacher: Mrs Emma Jacox
Email: head@hawthorn.pfschools.org.uk
Website: www.hawthornprimarykettering.co.uk

3rd May 2023

Dear Parents/Carers,

My name is Frances Martin and I am the Special Educational Needs Co-ordinator at Hawthorn. You are receiving this letter because your child is on our Special Educational Needs Register (SEN Register) and I wanted to tell you what you can expect from Hawthorn to support you and your child.

What is the SEN Register?

A SEN register is a list of children who need to have additional support in school. This may be for one of the following reasons:

- They have or are awaiting a diagnosis of a condition which impacts on their education (ADHD, ASD, dyslexia, developmental co-ordination delay).
- They have or are waiting to be seen by a speech therapist and have support in school to work on specific speech targets.
- They have an Educational Health and Care Plan
- They have specific difficulties in one or more areas of the curriculum. This may mean they are significantly below where we'd expect and/or expected progress isn't being made therefore they need additional support and intervention to help them to make progress.
- They have wellbeing or emotional/social needs which call for additional support to be put in place.
- They have a physical difficulty which is a barrier to educational progress.

Why are children placed on the SEND Register?

We make the decision for a child to be on the SEN register so we are able to closely monitor them and ensure strategies are put in place to help them keep up with their peers. It means we are doing something extra to support your child. This might be through interventions, small group adult support, visual prompts and checklists etc. More information can be found in our SEND information report, which is attached to this email. When a child no longer needs this, they are removed from the SEN register. Our SEN register is a safety net, an extra layer of support for children who need it, not a label which is attached to a child. We assess the child's needs they present with, not the label. We have the very highest expectations for our children, this is a non-negotiable, and we will do our very best to ensure they have the support that we are able to provide.



What can I expect from the school if my child is on the SEN register?

Every child who is on our SEN register has their need assessed by their teacher. We talk to the child about how they learn, anything that worries them, their ambitions and the people who are important to them. We put all of this information into a One Page Profile which is shared with the adults who teach them. It acts as their passport to learning and the parent and child's voice is a crucial part of this. This document is shared with parents via Class Dojo in February. Any amendments that need to take place are then shared termly, if required. If you haven't received this, please contact either the class teacher or myself and I will arrange for it to be sent without delay.

Some children also have additional targets which the teachers set and review 3 times a year. This is done using the assess, plan, do and review cycle. These targets will be shared with you in September, January and April. Not all children need these additional targets because their needs are met within class adjustments and communicated to you via parents' evenings. If you have any questions on this, please speak to your child's class teacher in the first instance and they will be able to talk to you about what happens in the class on a day-to-day basis.

If your child has an EHC Plan, progress is recorded towards these steps three times a year. The progress is shared through the short steps document in September, January and April. We will also hold a review annually to review the EHC plan.

I also recognise that sometimes there needs to be additional support outside of school for families. There are some wonderful services who can provide extra advice, courses or in-home support. I am always happy to meet with you to talk through any additional services you might benefit from. Please email me on fmartin@hawthorn.pfschools.org.uk or send a message via Class Dojo and we can arrange a suitable time.

If you have any queries or concerns, I am happy to help.

Thank you,

Frances Martin

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