SPECIAL EDUCATIONAL NEEDS POLICY

(Junior School)

1. The Head of Learning Enhancement (HLE) in the Junior School co-ordinates work in this area in liaison with the class teachers in the Junior School, and the Head of Learning Enhancement (HLE) in the Senior School where appropriate.
2. The names of those pupils who enter the school with a report from a suitably qualified professional outlining special educational need will be placed on a list maintained by the JS HLE and distributed to members of the teaching staff upon entry.
3. By careful monitoring of the results of tests, including the entrance assessments as well as reading, spelling, writing and numeracy tests conducted throughout the year, class teachers will identify other boys who may have additional educational needs. The class teachers or HLE, will contact parents of such boys suggesting that further testing takes place. Given the agreement of the parents, the JS HLE will guide such boys through a computer-based or written testing process and if the results merit it, the boys' names will be added to the Additional Needs Register.
4. Boys on the register will be offered help in one or more of the following forms:
    - Intervention sessions outside of the classroom organised by the JS HLE in liaison with the Class teachers and Teaching Assistants.
    - In-class support for certain lessons given by trained Teaching Assistants

    If required, class teachers in liaison with the JS HLE will formulate Individual Education Plans (IEP) for each pupil.
5. 25% extra time will be allowed for boys with known additional educational needs in the entrance assessments and in all external examinations. In internal assessments special consideration may also be given where appropriate.
6. It is incumbent on all teaching staff to avoid disadvantaging boys with additional educational needs in their lessons. They should know which boys are involved and should be aware of the advice given by the JS HLE and class teachers. For this purpose, from time to time the JS HLE will address whole staff meetings and when necessary, speak with individual teachers about this offering advice where appropriate.

7. A register of boys with additional educational needs will be kept by the HLE of the Junior School, and by class teachers for the relevant pupils.
8. A register of gifted and talented pupils will be kept by the JS HLE and by the Headmaster of the Junior School. Class teachers will have lists appropriate for their class. Pupils are identified early in the year, and they are given the opportunity to join clubs and activities that provide challenge and are appropriate to their abilities. Regular opportunities for challenging talented pupils are encouraged.
9. A list of boys with EAL, will also be kept on the Additional Learning Needs file and staff made aware of any English language difficulties.

Review

Date Policy Updated	November 2025
Date Policy to be reviewed by;	March 2027 or earlier if required
Policy Owner	Head of Learning Enhancement, Junior School

NB: From September 2025 – April 2026 the Head of Junior School will discharge the duties of the ALENCo