



Co-op Academy
Medlock

Co-op Academy Medlock
SEND Information Report
September 2024-2025

- **What kind of special educational needs and disabilities (SEND) are catered for at Co-op Academy Medlock?**

Pupils with additional SEND issues fall into four areas:

Communication and Interaction

Cognition and Learning

Social, Emotional and Mental Health needs

Sensory or Physical needs.

Co-op Academy Medlock supports children within all categories of SEND. School provide support for your child's area of need as well as engagement with additional outside agencies such as the NHS.

- **How does Co op Academy Medlock know that a child/young person needs extra help?**

If a teacher has concerns about a child's progress or learning profile they will raise this with the child's parents/carers to discuss if the parent/carer has similar concerns. Additional support for the child will then be discussed, actions agreed upon and the child's progress

will be closely monitored.

If issues remain, it may be decided to classify a child as needing SEN/D (Special Educational Needs and/or Disabilities) level support and they would be added to the Additional Needs Register also known as the SEND Register.

A follow up meeting would be held and actions and outcomes discussed along with possible next steps. Meetings are held termly to review children's progress. Where appropriate, professionals from other services (Educational Psychology, Speech and Language etc) are consulted and assessment work or direct support may be requested.

You may also be invited to 'Team Around the Child' meetings to discuss and agree on outcomes for the child. 'Team Around the Child' meetings involve the parent/carer, teacher, SENDCo, or Assistant SENDCo, and any specialist support working with the child. It may be decided at the 'Team Around the Child' meeting that additional support is needed. If this is so, an EHCP (Education Health and Care Plan) can be applied for. This is a legal document that outlines support provided for a child, alongside additional funding.

At every stage, the input of parents and the children is seen as very important to ensure school provide the appropriate support and provision.

- **How does Co op Academy Medlock assess and identify the needs of their children/young people?**

All pupils' progress is monitored. Termly pupil progress meetings support teachers in monitoring that pupils reach their targets. The SENDCo is always on hand to ensure strategies can be discussed to maximise the learning opportunities for all SEND pupils.

Individual assessments are undertaken including assessments for Speech & Language Needs, Maths, Social Emotional & Mental Health Needs and specialist staff sought to support target setting and assessment for individual pupils needs where needed.

The Accelerated Reading program offers a reading age to support monitoring and progress, and in addition to this individual assessment of Reading is undertaken where needed for interventions in Reading and Comprehension. This monitoring and progress leads to the SENDCo being able to assess the impact and effectiveness of what Co- op Academy Medlock are offering to pupils with Special Educational Needs/Disabilities.

- **Who are the SENDCo and SEND Governor at Co op Academy Medlock?**

The SENDcos at Co op Academy Medlock are:

Ms O'Dwyer patricia.odwyer@coopacademies.co.uk

Mrs Nutton-Jones (Deputy Head) Ruth.Nutton-Jones@coopacademies.co.uk

Assistant SENDco Ms McColgan Laura.McColgan@coopacademies.co.uk

The SEND Governor is Shifat Alam.

To contact the SEND Team please drop into school or ring school on **0161 273 1830**

You can also email the SEND Team on the email addresses above.

- **What expertise for supporting children/young people with SEND do our staff have and what training have they received in the last three years?**

All staff at Co op Academy Medlock undertake training through Continuous Professional Development to improve our practice.

Further training opportunities through the Kickstarter Project in Manchester providing training to support the Social Emotional & Mental Health Needs of pupils and pupils' Communication and Interaction needs was undertaken throughout 2023 and 2024. Training included Key Visuals to Support Communication and Learning, Emotional Regulation, Sensory Processing, Lego Therapy and 'Sunshine Circles'.

We have commissioned the services of a Speech and Language Therapist for one day per week. This weekly access allows us to assess individual children, and also have specialist support work alongside staff in the delivery of bespoke programmes, as well as providing training opportunities for staff. Training on the 'Zones of Regulation' was given to all teaching staff and is used throughout the school. Training on Wellcomm, which is an intervention supporting Speech & Language Needs and is used throughout Early Years and Key Stage 1 to support vocabulary development and identify and support children, is ongoing when needed.

School have an 'Elklan' trained member of staff who can give advice and guidance to other staff regarding the needs of pupils with Speech and Language difficulties.

Co op Academy Medlock also has a pastoral team. We work closely with Children's Services and Early Help in order to jointly provide the support families need to make a positive impact on outcomes for their children. Co op Academy Medlock have a team who have undertaken training for Early Help Assessments. Pastoral Sessions offered to children maybe Gardening, Lego Therapy or Forest School to support Mental Health and Communication needs.

Co op Academy Medlock work with 'Place2Be', mental health charity, to provide pastoral support for identified children. The Mental Health Practitioner is used to support children who have experienced some emotional difficulties, or experienced trauma, bereavement or attachment issues, and a dedicated nurture space is used to support children in developing emotional skills.

Co op Academy Medlock are recognised as champions of Young Carers, recognising and supporting the Mental Health impact this role may have on the young person in our school.

Children with SEND, as all children at Medlock, are supported in school in a variety of ways to ensure their voices are heard. 'Worry Boxes in every classroom' alongside a 'Concern' button on the school website, allow children to have their opinions heard and worries addressed.

- **What other experts do we work with to support children/young people with SEND?**

We work closely with partner agencies, such as NHS Speech Therapists, Occupational Therapists or Educational Psychology, in order to make reasonable adjustments and adaptations to a child's provision in order to maximise their learning opportunities.

- **How will Co op Academy Medlock prepare and support my child/young person moving to or from our academy and how do we prepare them to join the next stage of education and life?**

Co op Academy Medlock supports all pupils during periods of transition. When children join Nursery or Reception staff seek as much relevant information as possible through home visits, and liaison with the Health Teams or previous settings. We endeavour to make the first experiences of school as positive as they can be.

As children join Co op Academy Medlock in other school years we also gain as much information as possible from their parent/carer and contact their previous school where possible.

When a pupil needs additional support to settle into school this is discussed with their parent/carer they are supported in this over an appropriate period of time.

We support parents make an informed choice to enable the child to move seamlessly into Year 7. Across Upper Key Stage 2 parents are supported in making an informed choice on which High School to select. High Schools within school's proximity attend school to support pupils' in making their choice. Where a child is transitioning with an EHCP a review meeting will be held in the Summer Term of Year 5 to discuss high school choices. These choices and more information is available on the Manchester City Council website: [Secondary school children | School places for children with special educational needs | Manchester City Council](#)

- **How do we involve and support parents of children/young people with SEND?**

Weekly Coffee Mornings for all parents are held at school. All parents are welcome and it is a place where you may want to discuss or share your views surrounding Special Educational Needs or Disabilities. In addition to this there are also specific Coffee Mornings for parents of children with SEND, held monthly. This is an opportunity for parents to build a community of support and share information regarding SEND.

Manchester's Local Offer has information, advice and activities for parents of children with Special Educational Needs and/or disabilities. It is available to view on school's website. This offers a range of signposts for parents to access to support their child's needs. This information is also shared monthly, by email, with all parents of children with additional needs. [Welcome to Manchester Local Offer](#)

- **What other support is available to parents and how can I contact them?**

Parents are welcome to contact a member of the SEND Team at school at any time by dropping in, phoning school **0161 273 1830** or emailing:

Ms O'Dwyer patricia.odwyer@coopacademies.co.uk

Mrs Nutton-Jones (Deputy Head) Ruth.Nutton-Jones@coopacademies.co.uk

Assistant SENDco Ms McColgan Laura.McColgan@coopacademies.co.uk

Further support for parents with children with SEND can be found at:

Manchester Parent Carer Forum <https://manchesterparentcarerforum.org.uk/> and the

Special Education and Disability Advice and Support Service Manchester <https://www.iasmanchester.org/for-parent-carers>

- **How do we involve children/young people with SEND in shaping their education and future?**

At Co op Academy Medlock we offer opportunities for children to take part in roles of leadership and responsibility. For example children can take part in the School Council and Eco Council as part of their school journey. Through roles of responsibility children are encouraged to be decision makers, and develop speaking skills through oral presentation. Children have opportunities to be involved in community activities striving to work together to make the community better.

- **How do you and I know that your child/young person is making progress and meeting their targets?**

Each child identified as having Special Educational Needs and/or Disabilities have an individual education plan called a Pupil Passport. Within this Pupil Passport are individual targets set for your child by their class teacher. These targets and outcomes, which are updated termly, focus on Reading, Writing and Maths, and may also include a target around a specific area of need. The Pupil Passport will be shared with parents/carers, and there are Parent Meetings termly, to discuss your child's targets and progress further.

- **How will teaching and the curriculum be adapted to meet the needs of my child/young person?**

The Curriculum has been created to ensure it is inclusive for all children and young people. Teachers make adaptations to lessons to ensure the needs of all children are met.

Additional advice is given to teachers to enable them to make adaptations needed such as

- In depth assessment from Speech and Language therapist.
- Speech and Language therapist supporting the class teacher in adapting learning opportunities within the classroom or through specialist support or intervention work.
- In depth assessment from the Educational Psychologist.
- Interventions matched to individual needs of a pupil or group of pupils.
- Sensory programme - professional guidance for the implementation of individual provision within the classroom.
- Motor skills intervention.
- Advice from specialist provision staff working with children working within an Education Health and Care plan.

- **How is the school environment made accessible?**

School is fully inclusive and accessible to all. School's Accessibility Plan and Policy is available to view here and on the school website: <https://www.medlock.coopacademies.co.uk/googledrive/?title=Accessibility+Plan+and+Policy+2024%2D2026&pid=0&gdfid=1O9JvrnOW1Gnh>

- **How do we know that the support provided to children/young people is effective?**

The support school provide for your child is monitored by the Senior Leadership Team, and the wider Leadership team. Pupil Progress meetings are held termly with teachers where provision for children with SEND are discussed. School Leaders undertake monitoring of teaching and learning to ensure the best support is being provided.

Children with 'LAC' (Looked after Child), sometimes also have SEND needs and may have an EHCP. Children's individual needs are identified, monitored and interventions in place to support. Personal Education Plans are completed termly with the child's views being central to this, in conjunction with school, parent/carer and the Local Authority. There is a termly Personal Education Plan meeting for each Looked After Child.

- **How will my child be included in activities outside the classroom including trips?**

All trips, visits and activities are fully inclusive at Co op Academy Medlock. There are many opportunities for children to access activities outside of the classroom at . There are a range of after school clubs and activities children can participate in such as Skateboarding, Gardening and a range of Sports Clubs.

In addition to this there is a lunchtime choir children can join, and opportunities for playing musical instruments.

At Co op Academy Medlock we also have opportunities for children to attend trips linked to their curriculum themes that enhance their learning.

In Year 6 children also have the opportunity to attend a Residential and children in Year 3 participate in Forest School sessions.

- **How will Co op Academy Medlock support my child/young person's social and emotional wellbeing?**

All children take part in weekly Personal, Health Social and Emotional lessons as part of our curriculum.

The Zones of Regulation is implemented to support pupils to identify emotions and provide them with ways to help them regulate their emotions. More information can be found on school's website.

School acknowledge World Mental Health Day in October and Children's Mental Health Day in February through assemblies, discussion and activities. Children are encouraged to think about their own mental health and wellbeing.

- **How do we ensure that all members of our academy community are valued and differences are respected?**

Co op Academy Medlock has a welcoming supportive environment where children can thrive.

Equality, diversity and inclusion are at the heart of everything we do at Co op Academy Medlock.

Children are encouraged to recognise and celebrate differences within a safe, caring environment where our aim is for every child to feel valued, respected and have a sense of belonging.

Co op Academy Trust Equality, Diversity and Inclusion Policy:

<https://www.coopacademies.co.uk/googledrive/?title=Equality+Diversity+%26+Inclusion+Policy+%282024%29&pid=0&gdfid=1wwzUHF7CWaW2H0E70+64EhzDDyL5QJSiF6TEjV8G9HU>

- **What do I do if I need to make a complaint?**

If you wish to make a complaint, you should do so in accordance with our Trust [Complaints policy](#)

The procedure allows parents, carers or anyone else to raise a concern or complaint relating to the academy or Co-op Academies Trust.

The procedure is divided into three stages:

- Stage One (The Informal Stage) you should speak to a staff member in the academy to see if they can resolve the issue.
- Stage Two (The Formal Stage) is the point at which you should put the complaint in writing to the Headteacher or another senior member of staff. Where the complaint is against the Headteacher, you should write to the Chair of the Academy Community Council at our school address. Address the letter or email to 'Chair of ACC'.
- Stage Three (Formal Resolution) is the final stage. It involves a hearing before a panel including governors and an independent person who will review the complaint in its entirety.

You can contact the governors by email: governance@coopacademies.co.uk

