



SPECIAL NEEDS POLICY

(This policy is available on the website or on request)

1. The Head of Learning Enhancement (HLE) co-ordinates work in this area in liaison with the Class Teachers in the Junior School.
2. The names of those pupils who enter the school with a report from a suitably qualified professional outlining special need will be placed on a list maintained by the HLE and distributed to members of the teaching staff termly.
3. By careful monitoring of the results of tests, reading age tests and entrance examination tests the HLE and Class Teachers will identify other boys who may have special needs. The Class Teachers will write to the parents of such boys suggesting that further testing takes place. Given the agreement of the parents the HLE will guide such boys through a computer-based testing process specially designed for the purpose by NFER and if the results merit it, the boys' names will be added to the list.
4. Boys on the list will be offered help in one or more of the following forms:
 - Sessions organised by the HLE and Class Teachers.
 - In-class support for certain lessons given by trained Teaching Assistants.

In addition, class teachers along with the HLE will formulate individual learning plans for each pupil.

5. 25% extra time will be allowed for boys with known special needs in the entrance examination and in all external examinations. In internal examinations special consideration may also be given where appropriate.
6. It is incumbent on all teaching staff to avoid disadvantaging boys with special needs in their lessons. They should know which boys are involved and should be aware of the advice given by the HLE and Class Teachers. For this purpose the HLE disseminates written advice, talks with individual members of staff and addresses staff meetings from time to time.
7. A register of boys with SEN will be kept by the Headmaster of the Junior School and by Class Teachers for the relevant pupils.
8. A register of Gifted & Talented boys will be kept by the HLE and by the Headmaster of the Junior School. Class Teachers will have lists appropriate for their class. Regular opportunities for challenging talented boys are encouraged.

*Reviewed
03/11*