

Appendix 3

SEND Provision Plans Guidance October 2016

All children on the SEN register will have a Provision Plan.

Provision Plans will be kept in a central place on the server – Staff Share – Whole School – SEND – PROVISION PLANS – 2016 – 2017.

Provision Plans need to be reviewed and updated regularly, then re-saved onto the server (on top of the old one). Every half term, the SENCO will monitor the Provision Plans.

Each time an expected outcome is met, a new one needs to be set. This may be linked to the same intervention/support as before i.e. the intervention/support may remain the same but the outcome will be a new one.

TAs working with a child with a Provision Plan need to be aware of the Plan and the expected outcome of the support/interventions that are in place. They should contribute to the review of these but only teachers will complete the review on the Plan.

Parents need to be aware of their child's Provision Plan, the support they are receiving and the expected outcome of this support. Their comments about any aspect of the Provision Plan must be added in the space provided. This can happen at any time of the year but must happen during Parent's Evening meetings.