

Improving the delivery of information to pupils with SEND and their families

OBJECTIVES	ACTIONS	MONITORING of IMPACT	PERSON RESPONSIBLE	TIME FRAME	PROGRESS COMMENTARY
<ul style="list-style-type: none"> Support parents in understanding our SEND information report 	<ul style="list-style-type: none"> Produce Videos to illustrate our offer in a more accessible format 	Feedback from questionnaires and from link on website.	JG AH JF	January 2017-19 and on going	Parent videos and pupil videos in report but further work planned. SEND Information report taken into account explained as matter of course as families are not often accessing website or schoolroom.
	<ul style="list-style-type: none"> Develop 'Easy read' version of SEND short Information Report 	Evidence of verbal, written feedback from families in evidence folder (Admin)		January 2017-19 and on going	Easy read 'Intro to School' for children drafted. To be discussed piloted
	<ul style="list-style-type: none"> Translation into most languages most frequently documented as used at GOSH/UCH (data from Family, Equality and Diversity group GOSH) 	Ad hoc feedback recorded in 'comms' on the school data base	JG		Achieved – Arabic, Polish, Chinese, Russian. Monitor for any changes
<ul style="list-style-type: none"> To ensure children with SEN have access to information about their care and stay in hospital presented in their 	<ul style="list-style-type: none"> Set up multidisciplinary working party ('Visuals Group') Begin to draft 'core 'ward pack' with 	Feedback from colleagues across teams (e.g. nursing staff, play, OT, SALT etc)	KS, SEN team	2019/20	Working party well established OT, SALT, Research. Well attended. First draft of ward pack complete

preferred mode of communication	visual symbols and signs. Coordinate with hospital team around production of resource	Feedback from parents and children <ul style="list-style-type: none"> Database records showing reduction of anxiety and increase in readiness to engage in school activities. 			Funding application drafted (sc Project discussed at FED level v
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