

**Special Educational Needs Governors Terms of Reference as adopted by the Children and Curriculum Committee at their meeting on Sept 18.**

**Watcombe Primary School**  
Special Educational Needs Governors

*The primary purpose of the Children and Curriculum committee is to take a lead in ensuring that the legal requirements are complied with, that good practice informs all work relating to curriculum matters and support of children.*

***Quorum:***

One nominated governor (also on the Teaching, Learning & Assessment sub committee)

***Meetings:***

The governor shall visit the school at least once a term or as otherwise required by the Children & Curriculum Committee in order to monitor measures relating to SEND.

***Terms of Reference:***

1. To ensure all pupils are entitled to appropriate education – to achieve their best, to become confident , to live fulfilling lives and successfully transition to adulthood.
2. To ensure the Children and Curriculum committee have regard to the SEND Code of Practice when carrying out its duties towards all pupils with SEND.
3. To report to parents/guardians on the implementation of the schools policy for pupils with SEND.
4. To ensure that parents/guardians are notified of a decision by the school that SEND provision is being made for their child and of any changes in such provision.
5. To ensure the involvement of both parents /guardians and pupils in target setting and progress reviews and to produce written reports on progress.

<b><i>Autumn term:</i></b>
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*Review:*

- The SEND register and SEND pupil numbers
- SEND policy
- SEND report
- Waves of provision for pupils (inc ISP provision)
- Progress data for SEND pupils in IDSR (feed into T,L &A sub)
- Review behaviour log (& plans) / attendance / exclusion
- *Check medical file / process in line with policy*
- *Equal access to clubs- has anyone not been able to attend club / trip?*

*Ensure school has reviewed and updated:*

- Supporting Children with medical needs policy

***Spring term:***

*Review:*

- The SEND register and SEND pupil numbers
- *Accessibility policy (every 3yrs – next due 2019)*
- Current progress data for SEND pupils (feed into T,L &A sub)
- Provision in classrooms for SEND pupils
- Review behaviour log (& plans) / attendance / exclusion
- *Check medical file / process in line with policy*
- *Equal access to clubs- has anyone not been able to attend club / trip?*

***Summer term:***

*Review:*

- The SEND register and SEND pupil numbers
- Current progress data for SEND pupils from Spring term(feed into T,L &A sub)
- *Local SEND offer and publish on website*
- Review behaviour log (& plans) / attendance / exclusion *Check medical file / process in line with policy*
- *Equal access to clubs- has anyone not been able to attend club / trip?*