

# SEN

## Information Report

### COVID Appendix

#### for

## Richmond School

Document Control Table	
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Date approved:	September 2021
Approved by	Local Governing Body



This is an Appendix to the SEND Information Report, setting out the arrangements in place to support our students with Special Educational Needs and Disabilities during the COVID-19 pandemic.

### **In the event of a partial school closure**

Those with an EHC plan will be risk-assessed in consultation with the Local Authority and parents, to decide whether they need to continue to be offered a school place in order to meet their needs, or whether they can safely have their needs met at home. This could include, if necessary, carers, therapists or clinicians visiting the home to provide any essential services. Many children and young people with EHC plans can safely remain at home.

These risk assessments will consider a number of different risks to each individual, including:

- the potential health risks to the individual from COVID-19, bearing in mind any underlying health conditions. This will be on an individual basis and with advice from an appropriate health professional where required;
- the risk to the individual if some or all elements of their EHC plan cannot be delivered at all, and the risk if they cannot be delivered in the normal manner or in the usual setting;
- the ability of the individual's parents or home to ensure their health and care needs can be met safely;
- the potential impact to the individual's wellbeing of changes to routine or the way in which provision is delivered.

The Coronavirus Act 2020 allows the Secretary of State, where appropriate, to temporarily lift the statutory duty on local authorities to maintain the precise provision in EHC plans, with local authorities needing instead to apply 'reasonable endeavours' to support these children and their families.

Where children with EHC plans take up an eligible place in school, Richmond School will continue to ensure a safe space for these students to attend. We will maintain regular communication with parents/ carers and any updates to a child's situation will be recorded on their risk assessments by the SENCo.

Richmond School will refer to the Government guidance for education and childcare settings on how to implement social distancing and continue to follow the advice from Public Health England on handwashing and other measures to limit the risk of spread of COVID19.

Where children with EHC plans do not take up a place in school and are cared for at home, an individual risk assessment will be completed. Regular communication will be maintained with the child and parents/ carers. This will be recorded in the school's Record of Contact document. Contact will be with an identified member of the Learning Support department. Students and parents/ carers will also be able to contact subject teachers via Google Classroom if subject specific advice is needed.

The same system of communication applies to students with SEND, but without an EHC plan, who have not been offered a place in school. An identified member of the Learning Support team will maintain regular contact via email, or sometimes phone and subject staff can be contacted via Google Classroom. Communication will be recorded on the Record of Contact document.



Arrangements for consulting parents of, and children with, SEND

Working in partnership with students with SEND and their parents continues to be central to Richmond School's policies and practice.

The views of parents and students will be considered in determining whether children with EHC plans take up an eligible place in school, as detailed in this appendix.

For children with EHC plans who are being cared for at home, their individual risk assessments will include communication plans to ensure that regular contact is maintained with key school staff (see above).

The school website includes a central admin email which can be used if parents of students with SEND need to contact a member of school staff for additional support or guidance and if they do not already have contact details for this person. The admin team will direct messages to the appropriate member of staff.

Where statutory processes relating to SEND are in action, the school will continue to maintain communication with parents of, and children with, SEND so that their views are actively sought, considered and promoted.

Arrangements for assessing and reviewing children's progress (EHC Plans).

Where children's EHC plans are due for review within the period of school closure, the school will discuss arrangements with parents, children, the Local Authority and professionals involved in the plan to decide whether arrangements for a 'remote review' should be made, or whether reviews should be postponed until it is possible to meet with all parties involved in the plan. The SENCo will make the necessary arrangements following this decision.

----- **End of Appendix** -----

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<b>Reviewed:</b>	September 2021
<b>Next Review:</b>	September 2022