



Aylesbury
UTC

Merchant Taylors' Oxfordshire Academy Trust

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Welcome to Aylesbury UTC

The SEND team would like to welcome you and your child to Aylesbury UTC. This booklet will share some more information about the team and aims to answer any questions you may have.

Our team is led by Deputy Principal and SENDCO Sarah Lovegrove. Sarah is supported by SEND Administrator Louise Parker, Behavioral Lead Kelly Bishop, Student Centre Lead Chris Tridgell-Wyatt and our team of experienced, dedicated, and caring teaching assistants.



Here at Aylesbury UTC we are passionate about 'sending every young person into the world able and qualified to play their full part in it'. The Aylesbury UTC SEND and learning support team works collaboratively with students, parents, teachers and non-teaching staff. This is to enable all students regardless of need, to fulfil their full potential.

We work across the school to support a variety of different learning needs. We have a student Centre where we deliver mentoring and interventions; this space is also available at break and lunch time as a safe space for our SEND students.

At Aylesbury UTC we identify a student has Special Educational needs when their learning difficulty or disability calls for provision that is different from or additional to that normally available to students of the same age. The level of support for students with SEND is needs-led and based on providing provision to individual's needs. This provision focusses on their ability to engage in and access learning, and/or support them with the social and physical environments of school.

Based on our experience of SEND, we have put together some commonly asked questions to share how our SEND students are supported at Aylesbury UTC.

We hope this helps you feel confident about the next steps for your child, but if you have any additional questions or concerns, please do contact the team.

How your child will be supported at Aylesbury UTC?

Aylesbury UTC is an inclusive school and we provide a high quality education for all of our students regardless of their starting points or needs. Every teacher is a teacher of SEND and we ensure training is given priority and that understanding of SEND children informs all planning. The SEND team oversees the provision and supports individual students, with all staff within the school operating as a team and working together to support our young people.

There are several key people who will be involved with your child's care:

1. Form Tutor

This is the first person to speak to if there are any issues at school. Your child will see their tutor every day and will get to know them well. The form tutor can easily liaise with other subject teachers and the SEND team to make sure that any issues are resolved quickly. The form tutor is your child's key person and they will check in with them daily.

2. Subject Teachers

At Aylesbury UTC, your child will be taught by several different teachers. All students on the SEND register or with a specific diagnosis will have an Individual Provision Map (IPM), which subject teachers read and use to inform their planning. If you have any concerns within specific lessons, then the teacher is the first person to contact as they may be able to solve things very quickly.

3. Learning Support Assistants

Our LSA's play a part in updating your child's IPM and ensuring support is relevant and effective. Our LSAs provision is planned based on needs across the school and support is given in the core subjects and specialist pathways.

4. Student Centre

Here at Aylesbury UTC our SEND students have access to the Student Centre which includes supervised support in a safe space to regulate.

5. SENDCO

The SENDCO co-ordinates the provision for all students on the SEND register and will be involved in your child's care. If you need to contact the SEND team or speak with the SENDCO then please email senco@aylesburyutc.com. Our SEND admin assistant may also contact you from time to time, especially if your child has an EHCP (Education and Health Care Plan), as part of the annual review process.

What does support look like for SEND students at Aylesbury UTC?

At Aylesbury UTC we categorise our SEND support into distinct phases.

Phase 1 - This is 'Quality First' teaching, where excellent and adaptive teaching to the individual means that every student is included, with high expectations for all.

Phase 2 - This is when students may require additional adjustments to be made to support their learning within the classroom which is more than what is ordinarily available to all learners. For example, seating plan arrangements; specialist resources, such as a reading pen, coloured overlays, etc. At this stage the student would have an IPM created for them.

Phase 3 - This is more targeted support for students with SEND. There could be access to specialist resources within the school, such as nurture groups, therapies, identified interventions and some 1:1 support. Students at this level would often have an EHCP.

IPMS

If it is identified that a student requires additional support to that offered to all students (phase 2) an Individual Provision Map (IPM) will be completed by a member of the SEND department. This is then shared with all teachers, staff and parents. An IPM is a simple to use one-page document which supports teachers to clearly see the needs of the students and the adapted provision required to support them to access their learning.

In most cases an IPM is sufficient to ensure that students can fully access the curriculum and make strong academic progress.

However, for some students, where there are further concerns (Phase 3), a more targeted approach may be required. For example, referral to further professionals or consideration for an EHCP.

IPMS will be updated and shared with students, staff and parents every term to ensure support is up-to-date.



Examples of why Students may require a more targeted approach:

- continues to make little or no progress in specific areas over a consistent period
- continues working at curriculum levels substantially below that expected of children of a similar age.
- continues to have difficulty in developing literacy and mathematics skills
- has emotional difficulties which substantially and regularly interfere with the students own learning or that of the class group.
- has sensory or physical needs, and requires additional specialist equipment or regular advice or visits by a specialist service;
- has ongoing communication or interaction difficulties that impede the development of social relationships and cause substantial barriers to learning.

STUDENT CENTRE INTERVENTIONS

Our student Centre is a designated safe space for many students and is also where we hold our clubs at lunch time. Some students like to drop in before tutor time, just to say hello and they are always welcome.

Arrangements are made for some students who need to access this space more than others. We always encourage students back to lessons as appropriate, but we also know that sometimes students need to access a quiet and calm space to decompress and reset.

Occasionally, it may be felt that a student would benefit from some additional support in key areas e.g. math's or literacy, or to support with a specific need including behaviour and mental health.

In discussions with parents and teachers we may invite students to attend small group interventions or one-to-one sessions.

These include*:

- Internal English and Math's tutoring
- Internal and External Mentoring

* The range of interventions offered is driven by student need.





SEND COFFEE MORNING

You are warmly invited to join us every term for our **SEND** coffee morning. An opportunity for parents and carers of children with SEND to connect with other families and specialists within the community.

Dates and times will be shared in advance on our school website, social media platforms and via email.

Oxford Road, Aylesbury, Bucks, HP21 8PB

- ✓ An opportunity to discuss your child's individual needs.
- ✓ Find out more about how we support students with SEND.
- ✓ Meet the experts and find out how we can support parents/carers at home.
- ✓ Refreshments provided.

What should I do if I'm worried or something is not going well for my child?

Always contact your child's form tutor first and they will take action to resolve the issue and coordinate any further action or advise on the next steps e.g. involving the Head of Sixth Form or contacting the SENDCO.

If your child has an EHCP then you will be invited to attend an annual review which will be organised by Louise Parker, our SEND Administrator. This review is an opportunity for you and any other professionals involved with supporting your child to discuss and review progress against their outcomes.

SENSORY AND PHYSICAL

Some students at Aylesbury UTC have sensory and physical disabilities. Sensory needs present as hearing loss, visual impairment and sensory processing either in combination or isolation. Physical disabilities affect students in a wide range of ways. Each will bring its own set of challenges to the student affected. Both sensory and physical disabilities occur for a variety of reasons such as a congenital condition (some progressive) injury or disease.

The important consideration is the degree to which the difficulties impact on a child or young person's ability to access educational opportunities. Our SEN Team work with students, their families and carers and relevant external professionals. This will be prior to joining, through diagnosis and beyond. Working cohesively will ensure that difficulties and disabilities are managed to facilitate each individual's participation both safely and inclusively.

How will I know how my child is progressing?

In addition to the school reports and parents evening students on the SEND register receive three IPM review meetings a year, these can be done by appointment, over the phone or during our SEND coffee mornings.

If you are concerned that your child has an underlying SEN requirement, please contact us by emailing SENCO@aylesburyutc.co.uk.

This information will be treated in the strictest of confidence and our SENCO will be in contact with you in due course.



SEND Careers - Education Roadmap

Before you finish your studies, it is important to start planning your future beyond Aylesbury UTC.

SEND students at Aylesbury UTC have a range of options open to them. This is either employment, degree apprenticeships, apprenticeships, or university.

Particularly, we work closely with each student to help them decide on the best option for their career aspirations.

What is more, each student is invited to have a one to one Next Steps meeting and time with an independent Careers Advisor.

A personal plan is formed with suggested options that each family can explore and follow.

The Careers Lead at Aylesbury UTC is Jan Lloyd.



SEND Careers Education Roadmap

1



Join Year 10

To develop employability skills and have an understanding of the variety of routes into Further Education and employment.

Stage 1

Begin my career journey at AUTC.
Explore options with UNIFROG through questionnaire.

2



Stage 2

Visit workplaces and universities, attend career fairs/SEND career fairs, and participate in events to talk with employers.

Stage 2

Work experience for one week to learn about the world of work. Plus participate in UTC projects with Employers.

3



Year 11

Develop career management and employability skills to improve your independence and personal growth.

Stage 3

CV writing in PHSE and UNIFROG while learning about which jobs are available locally.

*Individual appointments available for SEND students.

4



Stage 4

Meet Careers Lead and independent Careers Adviser for individual Careers Action Plans.

Stage 4

Guidance and assistance with Further Education applications, including Apprenticeship, Degree Apprenticeship.

5



Join Year 12

To develop skills to be able to work and live independently.

Stage 5

To have feedback on CV and mock interviews with employers. Plus Careers Action Plan from Careers Advisor.

6



Stage 6

Visit Employer work places and University. Plus attend Careers Fairs and Internal Inspiration Event to hear and talk to employers.

Year 13

Guidance and assistance with UCAS and Apprenticeship applications.

7



Stage 7

Work experience for 45 days. Plus participate in UTC projects with Employers.

Destination

Collection of destination data and Results Day Level 3 and T Levels.

Able &
Qualified





**Aylesbury
UTC**

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Useful contacts

Principal

Principal@aylesburyutc.co.uk

Deputy Principal and SENDCO

SENCO@aylesburyutc.co.uk

SEND Administrator:

Parkerlo@aylesburyutc.co.uk

Behavioural Lead:

Bishopk@aylesburyutc.co.uk

Student Centre Lead:

Tridgell-wyattc@aylesburyutc.co.uk

Head of Sixth Form:

JamesL@aylesburyutc.co.uk

For more information and support regarding SEND, please visit our website [aylesburyutc.co.uk/send](https://www.aylesburyutc.co.uk/send)

To contact a specific year group or department please contact our main reception on 01296 388688 or email reception@aylesburyutc.co.uk



