

OptionsAutism

SEN Local Offer

**Policy Folder:
Safeguarding**

SEN Report: Local Offer - Our school at a glance for parents and carers

Co-educational - Day School - 5-11 Years

John's Cross Road

Robertsbridge

East Sussex

TN32 5FA

Office@mountfieldheathschool.co.uk

Policy Owner: SLT

Latest Review Date: September 2026

Policy: SEN Local Offer

Next Review Date: September 2027

How does the school know when a young person needs extra help?

Mountfield Heath School is an independent special school located near Robertsbridge, East Sussex. The school opened in the January of 2019 and provides full-time specialist co-education for children and young people aged 5 to 11 with Autism and co-occurring needs associated with neurodivergence. These children and young people may have experienced challenge within a mainstream environment or not yet experienced school whilst awaiting a specialist placement. Mountfield Heath School provides a structured, nurturing approach, with pupils accessing a broad, balanced and engaging curriculum to meet their significant needs including autism, ADHD and other associated needs. Pupils attending Mountfield Heath School may have learning difficulties and/or previous low academic attainment associated with their emotional and behavioral needs. They may have experienced historical low levels of engagement or underlying anxiety within learning situations.

Children who attend Mountfield Heath School with an Education, Health and Care Plan will have their primary and additional needs reviewed on an annual basis. All stakeholders input into the review including children, parents/ carers and relevant professionals.

On entry to the school our experienced admissions panel, which includes our Headteacher, Deputy Headteacher, Assistant Heads and Therapy Team, will undertake a thorough baseline assessment. This assessment will identify where children are in terms of their communication needs, attainment, and emotional development. This initial assessment will inform individual therapeutic education plans (ITEPs) and the results will be fed back to parents/carers within six weeks of joining the school.

Ongoing assessment is used to inform how pupils are progressing against this baseline assessment. Mountfield Heath School's staff will meet as a team around the child lead by a member of the senior leadership team on a termly basis to identify pupils who are not progressing as expected so that action plans can be developed to help implement and evaluate intervention strategies.

Parents and carers will receive daily feedback on the progress and engagement of their child, termly feedback on progress towards ITEP targets, a detailed annual review, and an end of year report.

How will the school staff support my young person?

From the moment young people join our school, we look to identify how we can best support them. Our initial six-week assessment helps us form a clear strategy to best support and encourage our young people and their families.

All young people at Mountfield Heath School will have an Individual Therapeutic Education Plan (ITEP). These documents will identify specific targets related to the outcomes identified for the areas of need outlined on their EHCP. Teachers and therapists will monitor and update these documents on a termly basis alongside the child or young person, identifying progress and barriers. Parents and carers will be kept informed of any updates. The ITEP will inform any decisions made at the annual review meeting and whether EHCP outcomes, provision and SEN needs require amendment.

At Mountfield Heath School we use continual teacher assessment to identify areas of pupils' strength and ongoing need. We use this information to tailor learning to work on any areas that need to be developed. All progress towards the targets set is fed back to parents and carers at each review point. Target setting is specific to each individual pupil and ambitious – all staff have an expectation that pupils can make great progress from their starting point.

Children who attend Mountfield Heath School will have access to therapeutic support through our therapy team (speech and language therapy, occupational therapy, and psychotherapy) and our universal therapy offer (see Curriculum Policy for further details). The team work directly with the children and their parents/carers to identify areas of strength, areas for development and individual goals, so that personalised plans can be created and regularly reviewed. All of our staff are highly trained to ensure that all pupils access a highly therapeutic curriculum.

Policy Owner: SLT

Latest Review Date: September 2026

Policy: SEN Local Offer

Next Review Date: September 2027

We operate a 'primary school model' where a class teacher leads their classes for the majority of their learning/timetable. The class teacher is the first point of contact for parents through the emails disseminated through the main office, phone conversations, emails and meetings. Members of the Senior Leadership Team and Therapy Team can meet by appointment.

How will the curriculum be matched to my young person's needs?

All pupils at Mountfield Heath School have access to a broad and balanced curriculum. When children join us, the initial baseline assessment identifies the strengths and gaps in their current knowledge, skills and understanding. We then tailor our lessons to ensure that we try to lessen gaps in learning and develop areas of strength.

Learning at Mountfield Heath School is facilitated by one teacher and at least one teaching assistant per class group depending upon the children's needs. Class sizes are typically no bigger than seven children.

At Mountfield Heath School we run interventions to enable pupils to make both academic and therapeutic progress as per outcomes within their Educational Health Care Plans. All pupils have Individual Therapeutic Education Plans (ITEPs) with targets linked to their Educational Health Care Plan outcomes.

Our PSHE, Citizenship and Relationships Education gives pupils the knowledge skills and understanding that they need to stay healthy and safe, develop worthwhile relationships, respect differences, develop independence and responsibility and make the most of their own abilities and those of others. Our curriculum will encompass highly transferable social, emotional, cognitive and communication skills which, as a whole, will enable pupils to develop ever increasing levels of self-awareness, self-management, self-esteem, motivation, resilience, empathy and tolerance; in short independence for learning and life.

How will both you and I know how my young person is doing and how will you help me to support my young person's learning?

All pupils at Mountfield Heath School will have an Education, Health and Care Plan. These documents outline the needs of your child and recommend the provision, resources, approaches and multi-agency involvement required to meet those needs. The overall objectives of the Education, Health and Care Plan are broken down into smaller targets on the young person's pupil ITEP. These ITEPs are reviewed every term by your child's class teacher, alongside therapists. Targets are set and the progress made is reviewed. All staff who support your child are working on enabling your child to meet their ITEP targets.

We actively encourage pupils to develop ownership of their learning and increase their insight into their own needs. Staff support pupils to identify and set their own targets, in addition to those identified by staff. Staff at Mountfield Heath School will inform your child exactly what they need to do next to improve and make progress. This will be done with regular, accurate and targeted feedback either verbally or written. Progress towards ITEPs is reviewed termly and shared with parents and carers. Preferred methods for more regular contact can be discussed with your child's teacher. Annual Review meetings are held once a year and provide an opportunity for detailed discussion about a pupil's progress.

What support will there be for my young person's overall well-being?

We are committed to multi-agency working to ensure that the needs of every child and young person are met. Our work with other agencies is frequent, sustained and responsive to pupil and family needs.

Professionals from other agencies such as Speech and Language Therapy; Occupational Therapy, CAMHS, Social Care and Health support the work of the school on a regular basis. These agencies work with us to support pupils, to devise strategies and offer training and advice whenever necessary.

The staff at Mountfield Heath School meet daily to discuss pupil needs and pastoral issues across the school.

Mountfield Heath School has a highly experienced and specialised therapy and senior leadership teams. These teams work with staff advising of strategies and approaches, and also work 1:1 with identified pupils.

Policy Owner:	SLT	Latest Review Date:	September 2026
---------------	-----	---------------------	----------------

Policy:	SEN Local Offer	Next Review Date:	September 2027
---------	-----------------	-------------------	----------------

We offer access to several therapeutic interventions including counselling, drawing and talking therapy, Lego therapy, specialist occupational and speech and language support and wider trauma informed approaches. For more detail about the school's therapeutic offer, please refer to the Curriculum Policy.

We encourage pupils to use their voice to raise any concerns or issues that they have. The School Council meets weekly and brings any issues to the fore. Pupils are also involved in forming their targets through ITEPS, Wellbeing Support Plans and Annual Reviews.

What specialist services and expertise are available at or accessed by the school?

All of our staff have undertaken specialist training and development and are skilled in behaviour management and de-escalation techniques.

In school we have our own in-house support from the following professionals:

- **Speech and language therapist**
- **Occupational therapist**
- **School Psychotherapist**

We also work closely with other agencies to meet pupils' needs, including:

- **CAMHS Nurse**
- **Pediatricians**
- **Bladder and Bowel**
- **Social Care and Early Help**
- **Educational and Clinical Psychology**

What training does the staff supporting children and young people with SEND had or are having?

All staff at Mountfield Heath School have received annual two-day Crisis Prevention Institute Safety Intervention Foundation training which informs them of a broad spectrum of risk reduction strategies.

The therapy and senior leadership teams provide support and supervision for staff through whole school INSET sessions and a schedule of regular CPD. Staff at Mountfield Heath School are committed to reflective practice and receive regular supervision.

All staff receive regular and high-quality training regarding safeguarding annually, with regular updates throughout the year. Staff also have daily briefing meetings where they discuss best approaches and strategies for meeting the needs of the pupils.

As part of Mountfield Heath Schools on-going continued professional development program staff will work with professionals on a wide range of issues including behaviour management, attachment disorders, autism, dyslexia, developmental coordination disorder, sensory processing, dyscalculia, relationships and sex education, drugs awareness and other neuro-diverse presentations, such as PDA, ADHD, ODD and OCD.

How will my young person be included in the activities outside the classroom including school trips?

At Mountfield Heath School offsite visits are regularly organised and enhance curricular and recreational opportunities for all our children and young people. Offsite visits are also designed to create opportunities for developing independence, communication and self-management skills, and to promote positive self-esteem. We have rigorous in-house health and safety screening for all our offsite education. This will involve working with each offsite education to make them aware of individual pupil needs and targets for the duration of the

Policy Owner: SLT

Latest Review Date: September 2026

Policy: SEN Local Offer

Next Review Date: September 2027

offsite education and ensuring that those involved in teaching our pupils are also aware of specific SEN, through detailed pen portraits and personalised risk assessments, where necessary, and observation of lessons.

All visits and offsite activities are risk assessed to ensure they are appropriate and can be managed to suit individual needs.

How accessible is the school environment?

All areas of the school are accessible to wheelchairs. We have disabled toilets and disabled parking is available.

How will the school prepare and support my young person to join the school, transfer to college or the next stage of education and life?

Mountfield Heath School works closely with the Local Authority to ensure that the child or young person is offered provision that can meet their needs. When the school has been identified as appropriate provision, the Headteacher will organise a meeting onsite. Parents/ carers, child or young person, social worker (if applicable) and our therapy team will be invited and admission procedures and documents will be explained and completed. At this meeting pupils will be given a 'handbook' which acts as a guide to help explain everything a young person may need to know about Mountfield Heath School.

After 6 weeks of joining the school an initial assessment of need will have been completed. This will have been overseen by the school professionals and will inform parents, carers and young people how the school can best support them.

We recognise that thinking about the next stage of a child's education can be challenging, especially given the level of difficulty many families experience in securing the right primary provision in the first place. School staff provide guidance and support to families in good time to help them through the phase transfer (end of KS2) process. All pupils to date who have left Mountfield Heath School at the end of Year 6 have continued to require a specialist placement. We work hard to support families in identifying appropriate secondary schools to transition to, and support our leavers with a robust transition plan.

How are the school's resources allocated?

The majority of the school's resources are used to provide small class sizes with appropriate levels of highly skilled staff. We do not typically draw on Pupil Premium funding, instead setting realistic fees charged to the local authority for our highly specialised provision.

All of our classes are provided with resources to ensure the delivery of a personalised, integrated therapeutic curriculum.

How is the decision made about what type and how much support my child will receive?

Your child's Education, Health and Care Plan identifies the level of support required to meet your child's needs. This is agreed through discussion between the school and your Local Authority. Where we believe there are changes required, these are evidenced through the Annual Review process.

By offering a place to a child, Mountfield Heath School agrees that it can meet the provision specified in a child's EHCP, frequently exceeding it. The initial 6-week assessment of need will inform everyone involved of any changes required for the plan and an interim plan review may be arranged if appropriate.

How are parents involved in the school? How can I be involved?

At Mountfield Heath School, we believe in working in partnership with parents and carers to achieve the very best outcomes for pupils. When parents attend the initial admission meeting, the school asks parents how regularly and in what form they would like to be contacted.

Policy Owner: SLT

Latest Review Date: September 2026

Policy: SEN Local Offer

Next Review Date: September 2027

All pupils will receive an overview of the day email, providing a snapshot of your child's day. Emails are also used to communicate any messages, information shares, requests etc. Parents and carers can also access information via ParentPortal.

Staff are always keen to speak with families to maintain good professional relationships and communication. You can expect a response from staff between the hours of 8.30am and 4.30pm Monday to Friday. Most staff are child facing between 9am-3pm.

Sharing of information from home is incredibly valuable, be that positive or negative. For instance, it may be that you have had a fantastic family trip to London over the weekend – this may provide great conversation but may also impact on your child's levels of fatigue. Similarly, it may be that a child has had challenging contact with a family member, or witnessed a distressing incident, had a late night or been a bit under the weather. All this information is useful for class staff supporting your child.

We also communicate with parents and carers via regular newsletters and updates. Dependent on the need, you may be invited to attend a variety of multi-disciplinary meetings. We also facilitate a Parent/Carer coffee morning each half term. This is a chance for networking, sharing experiences and learning from others who may face similar challenges to you.

As a school we welcome contact from parents/carers and would encourage parents to contact us if there are any questions or concerns.

Who can I contact for further information?

Please contact:

Lucy Chester – Assistant Head / SENCo

T: 01323 914600

E: Office@mountfieldheathschool.co.uk

Mountfield Heath School

John's Cross Road

John's Cross

Robertsbridge

East Sussex

TN32 5FA

Policy Owner: SLT

Latest Review Date: September 2026

Policy: SEN Local Offer

Next Review Date: September 2027

We are part of the Outcomes First Group Family, by working together we will build incredible futures by empowering vulnerable children, young people and adults in the UK to be happy and make their way in the world.



**Outcomes
First
Group.**

**Acorn Education And Care
Options Autism**