

SEN Information Report

School Name Manor Academy.

Trafford's local offer makes it easier for families to find out about the support that is available for children and young people with SEN or who are disabled. The intention is to improve choice and transparency for families. All schools and academies in Trafford are expected to identify and support pupils with special educational needs to make the best possible progress. Schools are supported to be as inclusive as possible and wherever possible, the needs of pupils with a Special Educational Need are met in a mainstream setting, where families want this to happen. Trafford's Graduated Approach document provides guidance on what should usually be available within school's resources.

Schools have a duty to publish SEN Information on their website which is updated every year.

SEN information report co-produced by: Manor SLT, Manor Strategy Group 2021, Revised 2024

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1. What kinds of special educational needs does the school provide for?

Manor Academy is part of the Sovereign Trust; an Academy Trust made up of Manor Academy, Pictor Academy, New Park Academy and Longford Park Academy. These academies provide specialist support for learners who have identified needs in the areas of cognition and learning. The pupils at Manor Academy are between the ages of 11 and 19 and may be experiencing moderate learning difficulties (MLD), severe learning difficulties (SLD), autistic spectrum condition (ASC), social and emotional mental health (SEMH) and speech and language difficulties. In addition, pupils may have sensory or physical difficulties, which cause a barrier to their learning. All pupils attending Manor Academy will have an Education Health and Care Plan (EHCP). There may be agreement with the LA that a pupil is placed pending the outcome of an assessment for an EHC Plan.

We currently have 117 pupils in the main body of the school, 40 in Manor College (post 16 provision) and 50 in the Autism Centre.

2. How does the school know if children/ young people need extra help and what should I do if I think my child/young person may have special educational needs?

All pupils have a statement/Education Health Care Plan (EHCP). All families of children who are involved in this process will receive information on the process and be supported by school throughout.

The Academy has access to a number of external agencies providing specialist support where identified in the EHCP. These include; speech and language therapists, occupational therapists, physiotherapists, psychologists, social workers, nurses, paediatricians, 42nd Street, the school nurse, the asthma nurse, the Hearing impairment, visual impairment team and the parent partnership.

3. How will both you and I know how my child/young person is doing?

- The Academy holds an annual pastoral and academic evening and every young person attends a pupil centred Annual Review of their EHCP.
- Each pupil receives EHCP lessons, which identifies individual targets based on pupils EHCP objectives. This is shared with all parents and staff to ensure that relevant strategies and differentiated approaches are implemented
- Subject targets are shared with parents via the academy's bi-annual reporting process
- A questionnaire is sent out to all parents/carers prior to the Annual Review, which enables them to give feedback and prepare for the review meeting. Although the review is a formal meeting, the atmosphere aims to be relaxed to ensure parents feel comfortable and able to contribute fully to the meeting.
- The academic and personal progress of each young person is closely monitored
- Information is provided to parents about subjects/topics so that the students can be supported in their learning at home/contribute relevant information.
- Organised workshops are provided for parents to develop their skills. We have purchased a community membership to 'Creative Education' for all parents. They are a training provider and this has been purchased to help empower parents to support their child and develop their skills. There are over 300 courses to support parents.
- Parents are provided with opportunities for communication throughout the year. Parents are welcome in school and meetings can be arranged to discuss any issues/concerns and parents can be supported by staff or signposted to the appropriate services.
- End of year external accreditation results for learners will demonstrate achievement in Year 11, 12, 13 and 14.
- Regular text messages, phone calls, emails, home school diaries, school website, twitter and newsletter.

4. How will the curriculum be matched to my child/young person's needs?

The full local offer of services available in Trafford can be found at www.trafford.gov.uk/localoffer or by contacting the Family Information Service on 0161 912 1053 or fis@trafford.gov.uk

OFSTED October 2018

“You have developed a broad and balanced curriculum with the needs of the pupils in mind.”

At Manor Academy, we strive to create a broad and wide-ranging curriculum that is engaging, inspiring and challenges all of our students. We aim to be responsive to each learner and build on their individual strengths and interests, providing an engaging, cohesive and relevant curriculum with strong links to assessment.

Curriculum pathways – we have 3 main pathways – ASC, Equals and Main body – students are placed into pathways according to their specific needs and educational attainment.

Each young person has access to a differentiated National Curriculum at Key Stage 3 and a wide range of externally accredited courses at Key Stage 4 ranging from Entry Level to GCSE these include vocational options. Pupils are able to take options in Key Stage 4 and Key Stage 5 from a range of academic and vocational subjects these include Construction, Catering, Childcare, Art, Performing Arts, Horticulture, Hospitality, Life skills and ICT. The D of E award is part of the year 10 curriculum. Pupils develop their confidence, team-working skills whilst rowing, rock climbing, and orienteering. All year 10 pupils have the opportunity to access the Bronze D of E Award and can achieve the Silver Duke of Edinburgh award as an option in year 11.

In Manor College there is an emphasis on independence skills and skills for working life. All students follow courses that progress their English and Maths as well as Digital Media, Employability and a choice of Catering, Horticulture, Business Admin or Life Skills. This includes work placements and community visits in a variety of contexts. In either Years 13 / 14 students get the opportunity to apply for the ‘Bridging the gap’ initiative at Manchester Metropolitan University, which is like a supported internship accessing longer work placements.

There is an emphasis on communication skills for pupils across the school.

Pupils are offered personalised timetables according to their needs. This includes individual and group counselling and Lego therapy.

5. How will school staff support my child/young person?

A focus for all learners at all key stages is the development of independence skills. We want all our young people to leave school with the skills they need to ensure they are successful in their adult lives. There is a whole school focus on Careers and routes into employment.

OFSTED October 2018 ‘You have developed a strong team of middle leaders and staff who are committed to ensuring that pupils with diverse needs achieve their full potential.’

Every young person is supported through:

- A high staff to pupil ratio of qualified staff who are highly skilled and experienced in teaching pupils with SEN.
- All staff have access to relevant and appropriate training in order to be effective educators.
- Staff renew training in accordance with statutory guidance.
- The EHCP lesson targets the needs of the pupils.
- Students have access to other agencies e.g. Speech and Language Therapy, a Counsellor, Occupational Therapy, the visual Impairment Team, The Hearing Impairment Team, Connexions, Healthy young minds, 42nd Street, the Epilepsy nurse, The ADHD nurse, YOS, Yoga and the Educational Psychologist

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

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Provision at Manor Academy is tailored to the individual. The amount and type of support and young person needs are decided through collaboration between parents/carers, school and partner agencies. Support programmes are regularly reviewed to ensure they remain relevant and successful. The school works very closely with the LA EHCP team regarding placements and funding.

Additionally, a few students may need a more bespoke package and for these we will work closely with the student, parents / carers, Local Authority and where appropriate, alternative providers to provide a completely unique package of education for that young person.

7. How will my child/young person be included in activities outside the classroom including physical activities and school trips?

Every young person in school is given the opportunity access to extra-curricular activities.

- We try to offer residential trips to all year groups. Places visited have included visits to The Children's Adventure Farm, Blackpool, Ashley Guide Camp, The Kingswood centre, and the Anderton Centre and Dunham Massey.
- Extra- curricular activities are on offer these include Touch down dance, football, cookery, Reading and Creative Arts.
- There are a variety of sports events in which pupils compete or support. These include Athletics, football, rowing, cricket and cycling.
- The School hosts a range of inclusion events in PE throughout the year.
- The school has a range of productions throughout the year, this includes the Christmas concert and the summer production which takes place at the Waterside theatre.
- The school has a bike pod on site and pupils benefit from rides out during the summer months.
- Duke of Edinburgh Bronze Award is an option for our Year 10 and at Year 11 pupils are able to opt for the Silver Award. Pupils enjoy camping out over night to gain the Bronze / Silver Award.
- There are many visits each term as part of the school curriculum enrichment programme. Examples include the Lowry centre, Chirk Castle, Manchester University, The Royal exchange theatre, Sharston recycling centre, Sale Water Park, The Etihad stadium, Rease Heath farm and Cornwall.

8. What support will there be for my child/young person's overall wellbeing?

OFSTED October 2018

"Pupils are happy and eager to start school in the morning. They have positive relationships with each other and their teachers. A typical comment was: 'Teachers are kind and respectful'. Pupils benefit from a range of extra-curricular activities which help them to develop their health and well-being, such as swimming and outdoor activities. Pupils are also involved in charity work and participate in the Duke of Edinburgh's Award. Spiritual, Moral, Social and Cultural education is strong. Pupils learn about British Values, including respect for differences. "

Each Key Stage has its own manager supporting the form tutors, teaching assistants and pupils in small class sizes with a high staff to pupil ratio. All pupils have a named member of staff who they go to if in need of additional support.

We also have a resource base for young people with Autistic Spectrum Condition. These learners are supported in a highly nurturing and structured setting but with the capacity to access learning in the main body of the school if appropriate. Students within the main body of the school can also access sessions in the resource base pertinent to their needs.

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

The full local offer of services available in Trafford can be found at www.trafford.gov.uk/localoffer or by contacting the Family Information Service on 0161 912 1053 or fis@trafford.gov.uk

Every young person is supported through:

- Partner working. We liaise closely with our partners in Health and Children's services
- We work with a wide range of professionals including; speech and language therapists, occupational therapists, physiotherapists, psychologists, social workers, nurses, paediatricians, 42nd Street, the school nurse, the asthma nurse, the Hearing impairment, visual impairment team and the parent partnership.

10.What training have the staff supporting children/young people with SEND had?

All staff at Manor Academy are trained to support young people with SEND. Training is on-going and regularly reviewed to keep up to date with developments in the field. Training provided includes Team teach (positive behaviour management), Autism Training, Restorative Practice, Safeguarding and Child Protection and E-safety.

11.How accessible is the school environment?

- A physically accessible school building including toilets and outdoor spaces
- The school has two lifts to enable access to all areas of the school for the pupils.
- Total access to the wide and varied curriculum
- An appropriate learning environment created to suit priority need, which encourages and supports young people to access learning e.g. sensory curriculum, fully differentiated activities
- Communication is supported according to the young person's needs e.g. Picture Exchange Communication (PECS), comic strip conversations, social communication groups
- We are supported by the LA's Speech and Language Therapists who provide on-site support where appropriate , assess young people's needs and devise appropriate SALT programmes for staff to implement as well as working alongside staff to develop our Lego therapy programme.

12. How are parents and young people themselves involved in the school?

LPPA 2017

'Parents really value the transition arrangements and feel very involved in their children's education'

'Pupils really enjoy learning at the school and value how the parents are able to join in the celebration of achievements'

OFSTED October 2018

'Every parent who responded to Parent view, Ofsted's online questionnaire, said they would recommend the school'.

- At Manor Academy we strongly believe that parents and carers are key stakeholders in our school community, and we try to involve them in all aspects of school life. Partnership with parents plays a key role in enabling young people with SEN to achieve their potential. The school recognises that parents hold key information and have knowledge and experience to contribute to the shared view of a child's needs and the best ways of supporting them.
All parents of children with SEN will be treated as partners and supported to play an active and valued role in their children's education.
- At Manor Academy, communication with families is extremely important to us. We offer an open-door policy and encourage parents/carers to contact us on an on-going basis.
- Where it is appropriate young people have a Home School Diary to exchange information between teachers and parents/carers. We also use text messages, emails, letters and phone calls.
- 'Friends of Manor' is an established PTA group of parents and community members with support from teaching staff that hold events to raise funds and promote the school socially and within the local community.

- A termly school newsletter is attached to the school website providing families with up to date information regarding the school.
- The Annual Review Reports are sent home prior to the meeting, at which parents/carers, staff and pupils can discuss issues pertinent to the individual young person
- Curriculum and Pastoral meetings occur twice a year which is an opportunity for families to speak to form and subject tutors
- School provides training events for parents e.g. Reading Scheme, e-safety and assessment without levels.
- School has a useful website, which provides access to a range of school information. Information ranges from the curriculum diet for each Key Stage to Family Events, to useful dates, to pictures and videos about residential and enrichment trips
- Families are invited to special occasions such as the Year 11 and Year 13 Leavers Assembly, school concerts and celebration days.
- Group call texts and emails are sent to parents/carers as a reminder to all events
- The school has a vibrant “Student Voice” where pupils are elected to represent the pupils in their form class.

13. Who can I contact for further information?

Parents/carers are welcome to contact the school office who will put them in touch with the relevant member of staff regarding any queries or concerns

14. How will the school prepare and support my child/young person to join the school, transfer to a new school or the next stage of education and life?

LPPA 2017

‘Parents really value the transition arrangements and feel very involved in their children’s education’

OFSTED October 2018

‘Transition is managed well as pupils move through the school’

- A Transition Manager or the Admissions SLT member attends all the Year 5 and 6 Annual Review Meetings
- All prospective families are invited to look around the school. We have an open evening to which any interested parents are invited as well as individual visits if parents need a bit more of a bespoke chat with school
- Formal and informal events are held for parents/carers and their children leading up to the start of Year 7 e.g. sharing of important information, social evening with Parents of Year 7 pupils
- Bespoke transition packages are arranged to enable a smooth transition from Year 6 to 7
- Year 7 pupils attend a residential during the first half term which helps them develop positive relationships with their peers and staff
- The Transition Manager is always available for individual meetings with parents/carers
- If a pupil transfers to a school mid- year the relevant Key Stage Manager will work closely with the family, pupil and prospective new school to ensure a smooth transition
- A Connexions Officer will attend all the Annual Reviews for Key Stage 4 and 5 learners in order to give advice regarding the next stage of education
- Manor Academy has close links with Trafford College, Loreto College, Salford College, Manchester College and Bridging the Gap and work together to develop bespoke transition packages which will include independent travel training
- Students who access Manor College (Post 16) engage in regular work experience opportunities within the employability curriculum that is compulsory for all students
- The curriculum has an emphasis on independence skills
- There are opportunities for Year 13 and 14 students to apply for the “Bridging the Gap” project hosted by Manchester Metropolitan University. This is an exciting opportunity for learners to work within a bustling and vibrant organisation such as MMU in order to develop real skills for life. The young people work alongside the employees from MMU in areas such as catering, the library, maintenance, print services and engage in 3 placements throughout the year

15. What other support is available?

Find more about the local offer of support which is available for children and young people who have SEND on the Trafford Service Directory www.trafford.gov.uk/localoffer or by contacting the Family Information service:

Telephone: 0161 912 1053 Monday to Friday, 8:30am until 5pm

Email: fis@trafford.gov.uk

Twitter: @traffordfis

Facebook: www.facebook.com/traffordfis