

# Longdean School



## Speech and Language Base Policy

Reviewed: June 2010  
Ratified:  
Next review: June 2013

## **Speech and Language Base Policy**

### **School context**

The Speech and Language Base at Longdean School is an integrated resource intended to meet the emotional, social, behavioural and educational needs of up to 30 students whose primary presenting needs are in the sphere of speech, language and communication impairment. Their presenting needs will have been previously identified as being severe or complex and all the students will have a Statement of Special Educational Needs under the SEN Code of Practice and the Disability Act, 2001. Places are allocated by a Speech and Language Provision Panel, organised by the LA and attended by a multidisciplinary team including Longdean staff, which meets in the Autumn of each academic year. Information on academic progress, social behaviour, speech and language development as well as a full cognitive profile is readily available to panel members. Students and parents are fully consulted and this is especially important as travel from other parts of the County is often necessary in order to access this specialist provision.

### **Policy Statement**

The Base Manager is the designated person responsible for coordinating provision for Base students, who are entitled to full and fair access to the National Curriculum. To achieve this students require specialist support which is provided by the Base Teacher, a Speech and Language Therapist [SALT] and Teaching Assistants, trained in interventions specific to the students' disability. The role of all Base staff is to provide meaningful learning opportunities for students at the appropriate level.

This policy sets out how the school creates, monitors, reviews and evaluates provision for students on the roll of the Base.

### **The Base Manager**

The Base Manager will ensure that:

- Learning profiles, describing the students' learning needs and suggesting classroom strategies, are available to the whole school at the start of each academic year and updated as required.
- CPD will be provided and advice given, to all staff who will teach or support students with specific language impairment [SLI]. All training materials and advice on classroom strategies will be made available on the school Intranet. CPD will be ongoing in order that both the Base and the school deliver 'best practice' when addressing the language needs of the students. The Base Manager will carry out regular classroom observations to better determine training needs.
- Each student will be baseline assessed in the first term and appropriate targets set for an Individual Education Programme [IEP] in conjunction with the SALT. IEPs will be reviewed twice a year and progress tracked, evaluated and recorded. All the students will have an SEN Annual Review which is their statutory right under the SEN Code of Practice.
- The Base Manager will ensure that sessions are offered in the Base,

according to need, to address students' weaknesses in literacy and numeracy in addition to providing a specially tailored programme to facilitate their social inclusion. Provision is designed to be flexible to accommodate the changing needs of the students.

It is the responsibility of the Base Manager to ensure that good liaison between the school and the parents/carers of the students on the roll of the Base, takes place.

### **The Speech and Language Therapist**

The Speech and Language Therapist is contracted to Longdean School from the NHS to provide a range of professional services to the school.

- These services include: assessment; direct speech and language therapy, according to need; the provision of advice and classroom strategies; training of teaching/support staff; observing staff and students in a classroom environment; joint planning with the teaching /support staff, including for IEP targets; report writing; attendance at SEN Review meetings; liaison with parents/carers and other professionals, including the Base Manager.
- The Speech and Language Therapist is a full member of the Speech and Language Base team at Longdean and works within the framework of the school's policies and procedures.

### **Teaching Assistants**

Teaching Assistants will work both in the Base and in the mainstream classrooms to support both the learning aims of the students and the teaching aims of the teachers.

- They will be aware of which strategies are appropriate to ensure that the students are able to access the curriculum.
- They will liaise with the subject teachers concerning all aspects of the subject they are supporting.
- They will monitor student progress both formally – against IEP targets, and informally, noting pastoral and social concerns.
- They will feedback to the Base Manager who will keep a record.
- When working in the Base, whether to assist the Speech Therapist or the Base Manager, they will participate fully in order to help students transfer appropriate strategies to mainstream classrooms.
- Through participation in specialist training sessions they will have a thorough understanding of the communication skills and learning needs of the students they are supporting. They will, therefore, be able to assist in the delivery of all intervention programmes designed to address the learning needs of students on the roll of the Base, including reading, phonics and targeted speech therapy support.

### **Governors**

The SEN link governor will monitor the role of the Base as an integrated resource within the school.