

SENCo Monitoring Schedule

| Term | Monitoring Focus | Methods of Monitoring | Responsibility for Monitoring |
|--------|--|---|--|
| Termly | General monitoring of SEN pupil progress and SEN provision. | IEPs/IPMs/ Statements reviewed and updated with new targets Data analysis of pupil progress and evaluation of interventions i.e. SEN Tracker Update whole school Provision Map Update SEN Register Update Contextual grid (align to SIMS data) Termly report to and meeting with SEN governor SST Meeting | SENCO/class teachers SENCO/admin support SENCO/Teachers/TAs SENCO/admin support SENCO/SEN Governor SENCO/Headteacher/Outside agencies |
| Autumn | Focussed SEN monitoring - planning for pupils with SEN Monitoring, review and evaluation of pupil progress within intervention programmes Planning for pupils needing further support/assessment | Planning scrutiny focussing on differentiation and access for pupils with SEN Drop in obs in order to quality assure interventions and support TAs/teachers Scrutiny of planning and outcomes within interventions programmes Language Link assessments of Reception pupils | SENCO/Lit and Num Co./Headteacher SENCO/Lit and Num Co. Reception Class Teachers |
| Spring | Monitoring SEN provision across the school - Wave 1 strategies (QFT), intervention groups, differentiated curriculum and access Monitoring, review and evaluation of pupil progress within intervention programmes Identification of SEN pupils requiring SATs concessions and additional support. Applications made to QCDA Planning for pupils needing further support/assessment | Classroom monitoring visits using the Inclusive Classroom Checklist. Analysis of outcomes to evaluate effectiveness of inclusion - share with staff/SLT. Drop in obs in order to quality assure interventions and support TAs/teachers Scrutiny of planning and outcomes within interventions programmes To use data scrutiny and PHAB/COG testing to assess baseline. Language Link assessments of pupils in Years 1 and 2 who were red or blue in Summer Term Assessment. Also any new pupils. | SENCO SENCO/Lit and Num Co. Year 6 teachers/External agencies/Lit and Num co-ordinators Senco/Y1/2 Class Teachers |
| Summer | Focussed SEN monitoring - pupil progress and achievement Monitoring, review and evaluation of pupil progress within intervention programmes Transition preparation and processes Review SEN Action Plan to inform areas for further development and priorities for action. Planning for pupils needing further support/assessment | Work scrutiny of pupils with SEN SEN pupil discussions Drop in obs in order to quality assure interventions and support TAs/teachers Scrutiny of planning and outcomes within interventions programmes Taster days, exchange of information, transition meetings, visits from secondary school staff Using outcomes from SENCO review and SEN policy, alongside outcomes of monitoring and evaluation, findings from parents, children, governors, staff, external agencies in order to highlight priorities for further development. Language Link assessments of pupils in Reception who were red or blue in Autumn Term Assessment. Also any new pupils. | SENCO/Lit and Num Co./Headteacher SENCO/Lit and Num Co./Headteacher SENCO/Year 6 teachers/SENCO from receiving school SENCO/Headteacher Reception Class Teachers |