



# Knightsfield School

## SEND Policy Statement

Date policy last reviewed: December  
2025

---

Signed by:



Headteacher

Date: 27-11-25

---



Chair of SPD

Date: 3/12/25

---

Knightsfield School is a secondary special academy which meets the Special Education Needs of Children who have:

- Significant deafness
- A requirement or preference for auditory/ oral communication as a means of communication and/or for access to the National Curriculum

This policy aims to outline the arrangements made to address pupils' Special Educational Needs and Disabilities. Further details about the schools' provision is contained in:

- The SEN Information Report
- The Accessibility Plan
- The Admissions Policy

### **Admissions:**

Hertfordshire Local Authority is the admitting authority for the school. Admission to Knightsfield School is based on agreed criteria and following consideration by Hertfordshire LA's provision panel.

All children must have a statement of SEN or an Education, Health and Care plan (EHCP) naming the school. In exceptional circumstances children may be admitted on an assessment placement pending completion of the EHCP.

The school will be consulted by the child's Local Authority and will make an assessment about whether or not, needs can be met within the framework of the SEND Code of Practice

Full detail on the admissions procedure is contained in the Admissions Policy which explains how admissions to the school are managed in a fair and systematic manner.

### **Annual Reviews:**

Annual Reviews of statements of SEN and EHCPs are conducted according to the principles of the SEND Code of Practice (2014). The school is developing its use of customised templates which match statutory requirements and ensure a consistent school approach for pupils from a wide number of placing Local Authorities.

Reviews take place throughout each academic year. KS4 take place early in the school year to facilitate post-16 planning and transfer.

### **Inclusion:**

Knightsfield School is an inclusive school admitting children who have needs in addition to deafness provided that the main need is their deafness and a need to use an auditory/ oral approach to communication to access the curriculum.

The school's SEN information report indicates the specialist provision for deaf children and what additional support may be offered to children with needs and /or disabilities in addition to deafness. Through these measures the school seeks to ensure all pupils have full access and that no children with needs in addition to deafness are treated less favourably than their peers.

The School has an Accessibility Plan as required by the Equality Act 2010 which is reviewed annually. This shows what steps the school is taking to improve access to the environment, the curriculum and for those whose first language is not English.

The school is both part of the local consortium and works in partnership with Monk's Walk School and Oaklands College to enable pupils individualised access to learning, with support, in these settings.



**Partnership with Parents:**

Parental involvement is strongly encouraged. We operate a policy where parents can make an appointment to come into school to meet with form tutors or other relevant members of staff. Parents are also welcome to visit the school for special events and to discuss individual progress with class teachers. Parental involvement is encouraged by:

- Parents' consultation evenings
- Events and shows
- Parental representation on the Board of Trustees
- Parental contributions to statement or EHCP reviews
- Home learning activities
- Edulink
- Termly newsletters
- Special events and initiatives e.g. Knightsfest

**School-Based Complaints and Conciliation Procedures:**

Knightsfield School follows Hertfordshire County Council format for school-based complaints and conciliation procedures. Copies of this policy are available from the office and are published on the school's website.

**Partnership with Children:**

In accordance with the Children Act, children have the right to be heard and participate as they are an important source of relevant information. The school is pro-active in its implementation of the voice of the child and seeks to fully involve voices of the children in assessment, planning and decision-making. 'Student Voice' is encouraged through the election of Student Voice representatives who have regular meetings with the Deputy Headteacher

**Partnership with other agencies:**

The school maintains close links with a range of external agencies and services; Health, Education and Social Care to ensure pupils' needs are met.

This includes:

- Deaf child and family team (Deaf CAMHS)
- School counsellor
- School nursing service
- Herts LA Service: Audiologist, Educational Psychologist, Learning Support Services and School Attendance Improvement Officer.
- Physiotherapists and Occupational therapists from home area NHS Trusts
- Speech and Language therapists based at school from West Herts Community NHS Trust
- There is close liaison between the school audiology department and the prescribing ENT/Audiology departments of Health Authorities.

The school also works in partnership with a number of specialist cochlear implant centres.

