



Burbage Junior School

SEND News

December 2023

Welcome to our special Christmas edition of the SEND newsletter



We hope this newsletter will provide useful information and support for parents and carers of children with SEND needs. The SENCO at Burbage Junior School is Mrs Lucas.

SEND Review meetings



The Autumn term SEND Review meetings are on Wednesday 6th December 3:30-5:00pm. Appointments with your child's class teacher can be made through Weduc. These meetings are an opportunity for you to review your child's Individual Education Plan and discuss new targets for the Spring term.

Individual Education Plan (IEP)



This year, we have introduced a new system to further develop the input that parents and carers have on their child's Individual Education Plan (IEP). In school, we now use an online system called Edukey Provision Map. This is how staff create and update your child's Individual Education Plan or pupil passport throughout the year. We can now provide you with your own personal log on so you are able to view your child's IEP or pupil passport at home whenever you wish.

At the SEND review meeting on Wednesday 6th December, your child's class teacher will discuss your child's new IEP targets. You will then receive your unique access code so that you are able to access your child's targets or pupil passport from home.

The link to the Edukey website is: [Access pupil details \(edukekeyapp.com\)](https://www.edukekeyapp.com)

Burbage Junior School

Parent / Guardian of
Dear Parent / Guardian,
We have created a Learning Plan for _____ and would very much appreciate your involvement.
You can view and comment on the plan here:
<https://edukeyapp.com/parent/login>
To access the plan you will need to use the following code:

EXAMPLE 123456

Please do take some time to read the plan and add your comments in the relevant section.

Kindest regards
Mrs Vicky Lucas
Burbage Junior School

When you go to the Edukey website and log in for the first time you will see the following screen:

The screenshot shows the 'Provision Map' login page. It has a teal header with the logo. The main content area is white. On the left, under 'Access parent account', there are input fields for 'Email address', 'Confirm your email address', 'Access code', 'Your name', 'Password', and 'Retype password'. There are two radio buttons: 'I already have an account' (unselected) and 'I don't have an account yet' (selected). On the right, there is a note: 'If your child's school has provided you with an access code then you can use it here to create an account and view your child's learning plan & provision.'

You will be able to create your own log in using the unique access code provided.

The screenshot shows the 'SEN Plan for' interface. At the top, there's a teal header with 'Provision Map' and a user profile icon. Below the header, there's a sidebar with 'GENERAL', 'ASSESS', 'PLANS', and 'COMMENTS'. The main area is titled 'SEN Plan for' followed by a text input field. Below this, there's a yellow bar labeled 'Stage: K'. Underneath, there are input fields for 'Date of birth', 'Class', 'Year group', 'Teacher', 'Start date' (19/12/2020), 'Review date' (16/9/2021), and 'Plan number' (7). At the bottom, there's a green bar labeled 'Assess' with two input fields: 'Areas of concern' and 'Areas of strength'.

From here, you can access your child's full IEP. If you have more than one child in school on an IEP you can use the "add child" tab at the top of the page, and input their access code. This way you can have your children on one page rather than having to create multiple log-ins. During the SEND review meetings with your child's class teacher you will have the opportunity to discuss the plan in person.

If you have any problems accessing the website please ask your child's class teacher or Mrs Lucas (SENCO) for help. We hope that this system will make the process of accessing your child's IEP easier and that you feel further involved in the process. Should you have any feedback this can be emailed to vlucas@burbagejunior.org

Christmas



We are definitely heading into that festive time at schools now, so we thought it might be useful to share some resources. Our Autism Outreach practitioners recently held their 'An Autism Friendly Christmas' Link up session as many of our autistic children and young people can struggle with this time of year.

How to have an Autism Friendly Christmas.



1

Prepare, Prepare, Prepare!

- Be predictable; what is happening/when?
- Use social stories/ visual timetables.
- Consider the use of advent calendars.

2

'Christmas-Free Zones'

- Have 'Christmas Free Zones' dotted around the environment to allow for quiet spaces/ breaks.
- Instead, think about having a 'Christmas Room' which is full of things Christmas, but that does not overpower an entire environment.

3

Lights Out, All Out?

- If using lighting, pay attention to which ones.
- Limit the use of overly bright/ flashing lights.
- Try and get lighting which have functions you can control.

4

Food

- Christmas dinner may not look traditional for an Autistic person.
- Ask an Autistic person what they would like to eat for Christmas dinner, if this turns out to be pizza, it is PERFECTLY okay!

5

Presents

- Be mindful of gift giving in front of others; agree on whether gifts will be opened alone or with everyone.
- Surprises are not liked by all.
- Try and agree what gift you will be giving; get the Autistic person to give you wish list of things they would enjoy opening/receiving.

6

Games

- Pick inclusive games and that an Autistic person enjoys playing.
- Bear in mind that winning and losing games can be a trigger.





Autism Outreach Team



The Autism Outreach Team (AOT) is part of Leicestershire's Children & Family Services' Specialist Teaching Service. The Autism Outreach Team (AOT) are specialist teachers and practitioners who support education staff in Leicestershire's maintained schools and academies to develop improved understanding of Autism and to identify and implement strategies to support autistic children and young people.

The Autism Outreach Team (AOT) recognise that parent/carers are fundamental to supporting the children and young people we work with.

Parents/carers are the experts on their young person and offer great insight into their strengths and needs. We know that working in collaboration is essential to listen to the 'voice of the family' and develop our practice accordingly.

AOT also acknowledge the pressures and anxieties some parent/carers may face at times in parenting a child on the autism spectrum.

The views of the parents / carers are an integral part of the Referral Form which is completed when a request for pupil-specific Autism Outreach involvement is made. This ensures that parents/ carers are aware of the request for AOT involvement from the start and their views are sought.

Following this, the AOT teacher will liaise with the school's Senco to organise an initial referral meeting at school. This meeting must include parents/carers, the Senco and where possible, other relevant school staff. At the referral meeting, parents/ carers will be asked to share the pupil's strengths and challenges, so that an initial understanding of the pupil's profile can be gained. Priorities for Autism Outreach involvement will be identified and next steps agreed.

Following the referral meeting, Autism Outreach may meet with parent/carers at review meetings, school meetings to discuss specific issues or areas of need, multi-agency meetings or EHCP Annual reviews.



We offer a weekly **'Time to Talk'** parent/carer appointments with Mrs Lucas (SENCO). It is an opportunity to ask any questions, talk about any concerns you might have or to discuss progress, additional needs or SEN support for your child. Appointments are available every Tuesday and Thursday at 8:45am and can be made via the office **Telephone: 01455 630970**, emailing vlucas@burbagejunior.org or messaging Mrs Lucas via Dojo,

External help for parents and carers



Leicestershire's SEND Information Advice and Support Service (SENDIASS) offers impartial and confidential Special Educational Needs and Disability information, advice and support for parents/carers, children (0-15yrs) and young people (16-25yrs).

You can access a wide amount of information and find out about the range of services on offer through their dedicated websites:

<https://sendiassleicestershire.org.uk/>

FREE Online courses for residents of Leicester, Leicestershire and Rutland

UNDERSTANDING YOUR CHILD



S O L I H U L L A P P R O A C H

NHS Leicester, Leicestershire and Rutland has partnered with the Solihull Approach to sponsor **FREE online courses** developed by psychologists and professionals.

These courses are designed to help you understand your child's feelings, as well as focus on your own feelings as you go through life as a family. You will also learn to understand the changes in your child's development and how to make the most out of each relationship.

We wholeheartedly recommend these courses – they are for everyone, for everyday parenting. They don't tell you how to parent, that's up to you. Instead, they give you a framework for understanding what might be going on and space to think about how you want to respond.

For ALL parents, carers, grandparents and teens. We all need a bit of headspace and thinking time occasionally.

From bump to 19+ years. Including adult relationships.

How to gain Access:

- [1 - Visit inourplace.co.uk](https://inourplace.co.uk)
- [2 - 'Apply Access Code'](#)
- 3 - Enter (copy and paste) this Access Code: **CURVE**
- 4 - Fill in your information and continue.

You can find more information on their website https://solihullapproachparenting.com/online-courses-leicestershire/?fbclid=IwAR18-bsljDnFnVK6bbbCU-n8EHbFCo0BO_xyrCiNCEa9olBUjJmLWyWguTY

