



Esher Sixth Form College SEND Information Report 24/25

Local Authority: Surrey

Surrey Local Offer: [Surrey Local Offer](#)

The purpose of this report is to provide clear, comprehensive and accessible information about the provision that Esher Sixth Form College makes for students with additional needs.

Questions	College Response
1 How will I know College staff will support me?	<ul style="list-style-type: none">• All information disclosed in online application forms, at interview or enrolment becomes available to the Learning Support department and Student Welfare Team via the College database. This is in turn highlighted to teachers.• Tutors and subject teachers monitor the progress of all students throughout their two year programme. Where a student is making less than expected progress, departments may offer support through clinics and workshops. If there is still a need for further support, a referral will be made for the consideration of the Learning Support Manager.• If parents/carers have concerns about the progress or attainment of their student, they should contact their young person's tutor via email. Conversations around specific learning needs requiring support, such as Dyslexia, Autism or ADHD should be had with the Learning Support Manager, Nick Levy who can be contacted via nlevy@esher.ac.uk
2 Can I come to the College if I have an EHCP?	Students with an Education Health Care Plan should apply to the College via their caseworker so that the College can consult with the Local Authority to determine whether the student's needs can be met. The College aims to be as inclusive as possible within the context of a mainstream setting. EHCP students need to meet the general College entry requirements following a successful consultation.
3 How will my transition to College be supported?	Students are invited to attend acclimatisation days to aid the transition process, meeting key staff who will become familiar faces. The Learning Support Manager will meet most students with an EHCP at interview and enrolment in order to build an understanding of their needs. The Learning Support department will communicate key information to relevant staff to ensure student's needs are met in the classroom and during other College activities. An induction programme for all students will support the incoming year group with getting to know the College and meeting their peers.

4	How will I know how I am doing at College?	Subject teachers will be the frontline of support for the student and ensure the classroom environment is inclusive. Teaching is adapted to meet the needs of all students. The tutor takes a pastoral role, meeting regularly with the student and checking on progress and attainment. Where there are concerns, teachers and tutors will have a discussion with the student and/or their parents/carers. Progress is regularly reviewed via the Progress Review system: Progress Review – Esher Sixth Form College
5	How will the curriculum be matched to the young person's needs?	During enrolment students will meet with experienced teaching staff for interviews and course discussions. This will support the student in choosing a study programme that is most suitable for their ability, interests and aspirations. It is not generally possible to adjust the curriculum itself, but reasonable adjustments such as Access Arrangements or alternative methods of assessment can be discussed wherever possible.
6	What support is there for my general wellbeing?	<ul style="list-style-type: none"> • Esher Sixth Form College aims to foster a strong sense of belonging for all students, with the tutor group being central to this. The Personal Development Programme (PDP) is delivered during tutor sessions once a week and includes sessions relating to social and emotional development. • Concerns raised with tutors can be signposted to Tutor Team Leaders (similar to a Head of Year), Learning Support or other appropriate services within the College. • The College recognises that overall wellbeing forms the foundation of a student's ability to access their learning, and students can access an in-house counselling service or a bespoke online anxiety management course. • Staff, including those in the Learning Support Department are Mental Health First Aid trained and the College is happy to liaise with external support services where required.
7	What specialist services and expertise are available to or accessed by the College?	<p>In College:</p> <ul style="list-style-type: none"> • The Student Welfare Team (Counselling Service, Mental Health Coordinator, Safeguarding Team, Pastoral Staff, Learning Support) • The Study Centre, a quiet space where students can complete work or access one to one support from Learning Mentors. • A Specialist Assessor who carries out needs assessments for examination Access Arrangements <p>External services that the College liaises with:</p> <ul style="list-style-type: none"> • CAMHS • Health Care Professionals • Physical and Sensory Support Service • Social Services • Virtual Schools for Looked After Children

8	What support is available outside of the classroom?	<p>Many students with EHCPs will be timetabled with a Learning Mentor at least once a week for support with their studies. This might include organisation, communication with teachers, breaking down tasks or support with assistive technology.</p> <p>One to one support is also available for students who have been referred due to a concern about their learning. Learning Mentors do not provide teaching, but work with students to make their learning more accessible.</p>
9	What training have the staff supporting young people with SEND had?	<ul style="list-style-type: none"> • Teaching staff are supported with the delivery of Quality First Teaching through regular INSET and updates, alongside more targeted support for those working directly with students with a high level of need. The aim of Quality First Teaching is to create an inclusive classroom where all learners are supported to achieve their full potential. • The team of Learning Support Mentors meet regularly to share best practice and also complete a range of training opportunities via INSET and more targeted training. The Learning Mentors are managed by the Learning Support Manager who provides further advice and guidance relating to the needs of students they support. • Most of the Learning Support team have received First Aid for Mental Health training. • The Learning Support Department has two dyslexia specialist trained at Level 5 and Level 7 • The Specialist Assessors hold post-graduate qualifications and hold current Assessor's Practicing Certificates
10	How will you help my parents/carers to support my learning?	<p>The College strives to work in partnership with parents and carers, whilst at the same time encouraging the young person's independence. Parents are included in communication with the student's tutor, teachers and the Learning Support team in order to discuss progress or support.</p> <p>The young person is seen as an individual and their views, opinions and wishes are paramount in discussions. In addition to regular communication, there are Progress Review Evenings where parents have the opportunity to come to College with their student and discuss progress and any concerns.</p>
11	How accessible is the College environment?	<p>The College is wheelchair accessible. If a student is hearing-impaired or visually-impaired, the College will follow the recommended adjustments made by the Physical and Sensory Support Service. Access Arrangements and other provision can be discussed with the Learning Support manager in the first instance.</p>
12	Who should I contact for further information?	<p>The Learning Support Manager is Nick Levy (nlevy@esher.ac.uk) and has overall line management for the area, including High Needs/EHCP support or reasonable adjustments.</p>
13	How will the College prepare and support me to transfer to a	<ul style="list-style-type: none"> • Students with EHCPs will be known to the College on entry via the consultation process with the Local Authority. The Annual Review sets out the possible progression routes and support for post-18 EHCPs.

	<p>new college or the next stage of education and life?</p>	<ul style="list-style-type: none"> • All students are able to have a one to one Careers Interview with a qualified Careers Advisor. Students with EHCPs are given priority access to these appointments. • As students progress through College, their tutor and Progression Guidance will provide support and guidance relating to next steps in education or employment. There are regular sessions providing information via the Personal Development Programme, alongside events to support those wishing to enter employment, Higher Education or apprenticeships. • If required, students can access more bespoke support relating to Disabled Students Allowance and other considerations from the Learning Support Manager.
<p>14</p>	<p>How does the College know if I need extra help, and what should I do if I think I may have special educational needs?</p>	<p>Students are encouraged to disclose any learning or medical needs at enrolment and interview, however this information will be passed to the correct person/team whenever it is disclosed. Please bear in mind that the earlier the College is informed of a specific need, the more timely any support will be.</p> <p>Once enrolled at College, students can ask a teacher to complete a Learning Support referral if they have concerns.</p>
<p>15</p>	<p>How are the College's resources allocated and matched to young people's special educational needs?</p>	<p>Each student who enrolls at the College is funded a standard amount by the ESFA. If additional support (and therefore funding) is required for students who hold an EHCP, then this will be estimated by the College and applied for through the Local Authority.</p>