



How We Support Children at Kingsfleet



The Assess – Plan – Do – Review Process

Clear and supportive steps to help every child succeed!



Assess

We take time to **get to know your child** and understand how best to support them.

This may include:

- **Teacher observations** and assessments
- **Tracking progress** in class
- **Listening to parent** and carer views

- **Tracking progress** in class
- **Listening to parent** and carer views
- **Talking to your child** about how they feel
- **Advice from specialist** professionals if needed



Plan

We **plan support together** with parents and carers.

- **Agreeing clear targets** for your child
- **Deciding what support** or adjustments are needed
- **Planning who will help** and how often



Review

We **regularly review progress** to check what is working.

- We **look** at how your child is progressing
- We **listen** to your views and your child's views
- We **decide** if support should stay the same, change or increase

Reviews usually take place at **least once a term**, but more often if needed.



Do

The **planned support** is put into action.

- **Your child's class teacher** remains responsible for their progress
- **Support** may include classroom adjustments, small group work or individual support
- **Teaching Assistants** work closely with the teacher
- The **SENDCo** supports staff and monitors progress



Need More Information?

SENDCo: Mrs Rebecca McCarthy
(Deputy Headteacher)

✉ rebecca.mccarthy@kingsfleet.suffolk.sch.uk

We are always happy to talk and work in partnership with you.