

What is the role of a SEND Governor?

Ensuring the ongoing achievement and success of SEND Learners is a collective responsibility of the Governing Body, although this may come under the responsibility of a specific SEND Governor – if this is you then you know what an important role you have and how big a part you can play in improving these Learners' lives.

The SEND Governor is the Governing Body's champion for Learners with SEND and those with inclusion needs. He or she will support and challenge the school to ensure that no Learner is treated less favourably, denied opportunity or left behind because they have additional needs.

1. Responsibilities of the Governing Body

- To appoint a SEND Link Governor
- To check that the school is complying with its legal responsibilities
- To ask the Special Educational Needs Co-ordinator (SENCo) to report on the steps being taken to ensure compliance
- To challenge Leaders to ensure that SEND remains high on the school's agenda

2. What are the priorities for SEND governance?

1. Review SEND provision including staff and other resourcing.
2. Understand how the SEND notional budget is used and what impact it has on the progress and attainment of learners. In order to ensure these reviews are conducted in a robust and critical way, governing bodies should consider their expertise in the SEND area as part of governor recruitment or seek external advice during these meetings.
3. Revise and update the school's SEND information report to reflect the changing nature of your SEND cohort.

The SEND Information Report includes:

- The school's policies for identification and assessment
- How the school evaluates its SEND provision's effectiveness
- The school's approach to teaching SEND pupils
- Additional support that is available
- Information about staff expertise and training including how specialist expertise will be secured

- How the school's governing body (or proprietors) works with other organisations to meet students' needs
- Information about where the Local Authority's Local Offer is published

2. SEND Governor's Responsibilities

- To act as the champion for children with SEND and inclusion needs
- To ensure that the school is fulfilling its duties to children with SEND
- To undertake required training, including school-specific induction with the SENCo
- To meet the SENCo in the Autumn, Spring and Summer terms as a minimum
- To ask questions and raise awareness relating to SEND and inclusion provision at Governing Body meetings
- To monitor the SEND notional budget and what impact that spending has had on Learner progress and attainment
- Work with the SENCo to produce a SEND Annual Report to Governors
- To confirm that the school's duties have been fulfilled

3. What should the SEND Governor do?

- Review the school's vision, ethos, strategic direction for SEND Learners
- SEND is mentioned on the school improvement plan and reflected in the Self Evaluation Form (SEF)
- Who is responsible for SEND and do you meet them regularly?
- Does your school have a clearly articulated vision for SEND Learners?
- As a Governor are you clear about the school's expectations for SEND Learners and how it intends to support them to achieve this?
- Do parents know there is an SEND Governor?
- Have staff involved in supporting SEND Learners been appropriately trained?

4. As SEND Governor, ask your schools' SENCo these questions:

- How are SEND Learners identified?
- What is the process once they are identified?
- What data are you recording to review this progress?
- What training are staff getting to support SEND Learners?
- Which local agencies are you working with?

- How well are you communicating with parents on the needs of their children and how you are meeting them?

5. Hold the Head to account for educational performance for SEND Learners

- SEND Governor monitors the teaching of SEND Learners by requiring data from SLT to ensure SEND Learners are doing as well as their peers
- SEND Governor needs to review pupil data to identify to what extent SEND Learners progress is in line with their non-SEND peers – the aim being to close the gap
- SEND Governor is aware of pupil tracking system
- SEND Governor makes sure that interventions are in place to provide extra support
- SEND Governor should see the SEND register and check if it is kept up to date. For example, are regular meetings held with parents and are they kept informed?

6. Make sure that the school's finance is correctly proportioned, e.g. SEND notional budget and Pupil Premium Grant funding

- Do you know how much the school receives for its SEND Learners?
- Are you satisfied that this money is spent appropriately?
- Have you undertaken a review of spending in light of priorities set out in the School Improvement Plan (SIP)?