



# What do we do and when?

## Step 1 – Assess

We assess children all the time. We formally assess every half term. We carry out reading age and spelling age tests and use this to make sure the work is 'pitched' at the right level for your child. We discuss every child who is 'stuck' at meetings as a senior leadership team on a regular basis. Every child is set a target and this feeds in to the teacher and teaching assistant performance management process.

## Step 2 Plan

We use all the expertise in school and outside where necessary, to plan for your child. We monitor that planning on a regular basis for impact on your child's learning.

## Step 3 Do

We use all our resources to make sure the plan can work and that your child receives the support they need. This may be anything from Wave 1 through Wave 2 to Wave 3.

## Step 4 Review

Sometimes this is a formal review, often it involves parents and children on an informal basis. It always involves looking at progress and judging the impact on the child's learning.

### *How to contact us?*

Call us on ☎ Email us on:  
[office@tstt.org.uk](mailto:office@tstt.org.uk)

More support and further information is on our website

[tstt.org.uk](http://tstt.org.uk)



## Visual cues in class

Sometimes everyone finds change and 'not knowing' difficult. This can often be worse if you are someone with a special educational need or disability.

Much the same as parents often have a timetable on their fridge or by the front door to remind children what day homework is in, or what days they are at their mum's or dad's house, we have timetables in class. Every class has a clear visual picture and writing to tell the children what happens next. Some children have their own timetable on their desks.

## Support in class

Children have key vocabulary and clear signs to remember the learning that has already taken place and to signpost to how they may learn to support themselves. We have a strong philosophy that doing everything for a child does not help and we encourage all children to use the Working Wall (above) and resources (below). Every class has clearly labelled resources using pictures and words so that children can learn to get the equipment and support they need when they want it.