



# The Bournemouth School of English

## SEND Policy

*Special Educational Needs and Disability*

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**Approved by:** Emma Tuersley, Director of Studies

**Applies to:** All members of staff  
All students

**Context:** The Bournemouth School of English strives to offer a comfortable and professional educational environment to all students and staff.

There are restrictions, given the age of our building and staff experience, that mean that we must consider every individual on a case-by-case basis to ensure that we can effectively and properly meet their needs.

**Last updated:** June 2017

**To be reviewed:** Annually

# SEND Policy

**In accordance with our Equal Opportunities Policy, The Bournemouth School of English is committed to being an equal opportunity employer as well as an equal opportunity educator.**

Each application, whether from a prospective employee or student, will be considered on an individual basis, to understand whether the specific needs of the individual candidate can be satisfactorily met. Wherever possible, the School will make every reasonable attempt to accommodate a person's needs.

A person is recognised as having specific needs when their learning, emotional, behavioural, or physical needs are significantly different from those of the majority of learners at any given time. We are committed to accommodating and providing for all, wherever possible, and ensuring learners are offered appropriate teaching based on perceived needs.

## Special educational needs (SEN)

**A person is deemed to have SEN if they have a learning difficulty or disability which calls for special educational provision to be made for him or her.**

If a potential student has SEN, this must be discussed with the School in advance of enrolment, either by the student, their parent/guardian, representative, sponsor, or agent. The Director of Studies will consider each student and their needs on a case-by-case basis. If the Director of Studies does not believe that the School can meet the student's needs, the enrolment will be declined.

Should a teacher, or other member of staff, consider that any current student has unidentified or undisclosed Special Educational Needs, they must discuss the matter with one of the School's directors.

## Disability

**Under the Equality Act 2010 a disability is "...a physical or mental impairment which has a long-term and substantial adverse effect on [a person's] ability to carry out normal day-to-day activities".**

Due to the age of the school building, we do not have lifts and many facilities are located on first-floor level.

However, we do have ground-floor toilets specifically for use by people with physical disabilities, and we are willing to arrange classes so that a member of staff or student is only required to use ground-floor classrooms.

## What you should do

If a student has a SEN or disability, it is important that they tell us in advance of enrolment. Only with full information can we be sure to meet individual needs, and give the support required.