

September / October 2022 Parent Consultation on our Information Report

Parents were asked to help in reviewing our school's Information Report at the beginning of this academic year. In the first instance, this was through a SEN Coffee Morning where we looked at the document together and talked about how we might make improvements. Following this initial consultation, the Information Report was emailed to the wider parent body with the following message:

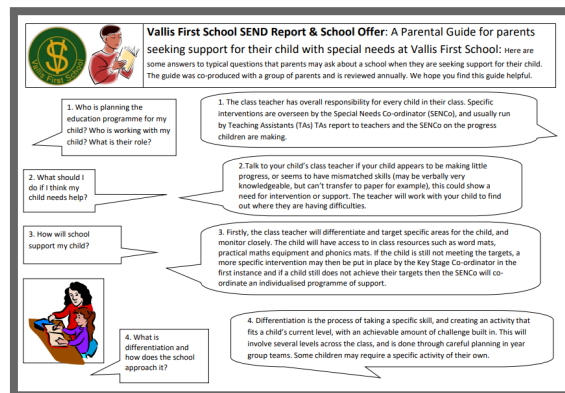
Dear Parents / Carers,

We would really appreciate your feedback on our SEND Information Report. It is intended to be a useful reference document for parents who have questions about how children are identified and supported with special educational needs and disabilities in our school.

It would be wonderful if you could have a quick look at the document and let us know your thoughts. You might like to comment on:

- * Is it user-friendly?*
- * Is it easy to navigate?*
- * Is it useful for parents with SEND concerns?*
- * Does it answer questions effectively?*
- * Are there questions missing that you would like to have answered?*

The PDF document is 5 pages long and takes the format of questions and answers framed in speech bubbles. Clipart has been used to illustrate the document.



Several key themes were identified following the feedback that we received from parents:

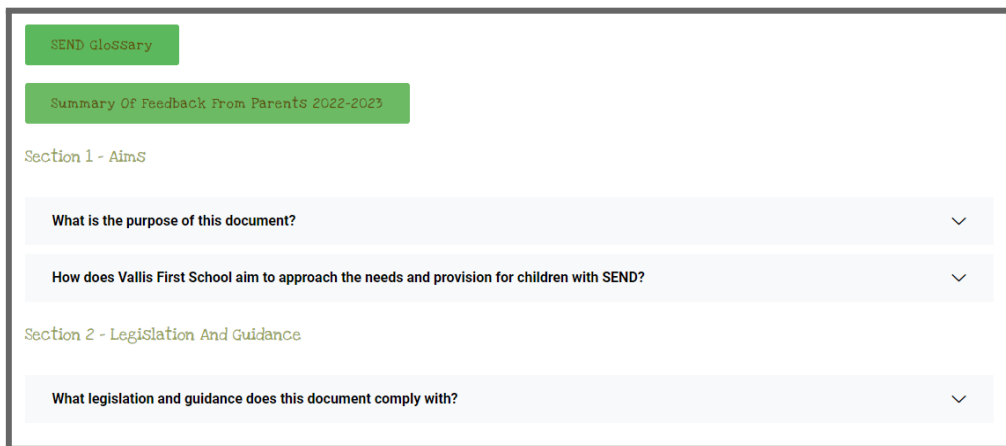
- It is seen as a useful document
- It does answer some key questions
- Many parents like the Q&A format - preferable to a lengthy word doc
- Questions could be bigger/bolder to aid skim-reading
- Navigation might be improved with clickable/collapsible headings
- Navigation could be improved with categorisation
- It might be helpful to break up larger sections of text
- Highlighting key terms would aid in skim-reading
- Some acronyms are not explained - a glossary could help
- References to external agencies/services could be hyperlinked

- There is a mix of formal language and more personal writing from the school - the personal tone is preferable
- It would be helpful to include information about how the school speaks with children about differences and diversity
- Embedded links for key terms would be appreciated
- Information about play times and lunch times would be helpful
- Testimonials/feedback from SEND parents would help future parents

The updated version can be found at <https://vallisfirstschool.org/send-information-report/>

- In this year's update we have used a clickable/collapsible web format to help with navigation of the document.
- There is more detail in this year's update in order to be compliant with legislation
- A glossary has been included
- Many suggestions made by parents have been implemented
- We plan to implement more suggestions over the course of the year

The web format now looks like this:



The linked PDF version looks like this:

