

## Additional Support

### **1. Access to the Curriculum**

All learners have access to East Essex Vocational Training curriculum with inclusive teaching styles to address the differing needs of learners although an individual teaching plan may recommend modifications in response to a learner's educational needs. All learners are supported and encouraged to achieve their potential; learners with special educational needs receive help according to their needs. Parents are involved as partners in the educational process and learners are involved in agreeing individual development plans for inclusion into the curriculum.

### **2. Access to Information**

Learner files including evidence and exam access arrangements are kept in the Centre's Staff Office. Further details and teaching implications are also available on SharePoint and staff are encouraged to include their own comments. In addition updated information is regularly circulated to teaching staff. They must treat this information as strictly confidential and access to information is in line with our Communications Policy (policy 5).

### **3. Admissions**

East Essex Vocational Training welcomes all learners who will make the most of the opportunities that we offer and can flourish in the caring environment we operate. Treating every learner as an individual is important to us, and we welcome learners with special educational needs, providing that our Learner Support Assistants can give them the support that they require. We do not, however, have the facilities to offer highly specialised and intensive treatment. We advise parents of children with learning difficulties and/or disabilities to discuss their child's requirements with the Operations Manager. Parents should provide a copy of any Educational Health Care Plan to support their request. Each learner with a learning difficulty or disability requires special consideration and treatment. If appropriate, adjustments will need to be put in place. We will discuss thoroughly with parents and their medical advisers the adjustments that can reasonably be made for their child once they have accepted the offer of a place and before he/she becomes a learner at East Essex Vocational Training LTD. Should the situation change and the needs change, East Essex Vocational Training LTD will review the provision and whether it is appropriate for the learner to remain at East Essex Vocational Training.

### **4. Inclusion**

Pupils with Additional needs have access to the full life at East Essex Vocational Training, including curricular and extracurricular activities. A positive view of learning difference is actively promoted and confidentiality is ensured;

Jamie Manicom

Director

1<sup>st</sup> March 2019