# SAP Workshop

Graduated approach flow chart
Planning for 1:1 pupils
SAP writing – SMART targets

## **Graduated Approach**

### SEN Alert

#### **Teacher**

**Highlight in PPM** 

Provide resources and strategies Fill in SEN alert form (side 1)

**Inform Parents** 

#### **Senco**

**Support in PPM** 

Respond to SEN alert form – observation, resources, etc

### **Graduated Approach**

#### **Teacher**

Complete actions from graduated approach

Monitor and evaluate progress of pupil

Parental consent form for SEN register (if appropriate)

#### Senco

Complete graduated approach with teacher

**Teacher** 

**SEN Register** 

**Senco** 

Deliver high quality teaching - plan for

Work with this group each week
Write and evaluate SAPs termly/report to parents

**Monitor groups of SEN pupils** 

Liaise with outside agencies and parents
Support teachers with High Quality Teaching

Train staff/coordinate support and intervention

# Planning for pupil support

- Activity matching independent level of pupil/precise objective
- Scaffold resources and support to use from teacher
- Independence strategies for 'Hands off support'
- Communication through marking, instruction, target review, intervention review
- Simple familiar resources, practise tasks
- Propertitive activities that can be repeated but increase success (ie, timed) or same format/different topic, using repetitive task strips, drill and practice

# Paperwork you need to have to hand to plan for pupils

- SAP (previous and current)
- Class Needs Analysis
- Outside professionals reports and recommendations
- List of interventions and intervention timetable
- O Statement objectives (if relevant) in the latest review notes will state more targets to be broken down over the year into SAP targets

## **Smart Targets**

Specific - What exactly do they need to learn? Priority. Provide detail

Measurable - How will you know if they have achieved it? How will you measure it?

Achievable - Does it reflect what they can achieve, not what they need to?

Relevant - What will make the biggest impact? What is the priority? Do children know or are involved in their targets?

Time bound - What is realistic in this time? When are there assessment opportunities? What teaching opportunities are there for targets to be taught in class?