

SEND POLICY FOR KITCHEN JAM



Last reviewed 20/09/2025

1. PURPOSE

This SEND Policy ensures Kitchen Jam provides a supportive and accessible environment for students with special educational needs and disabilities. Our small team and close-knit setting allow us to respond flexibly to each student's unique requirements.

2. SCOPE

This policy applies to all students and staff at Kitchen Jam. It covers all activities, interactions, and learning experiences within our facility.

3. POLICY STATEMENT

- Kitchen Jam is committed to:
 - Identifying and supporting students with SEND in a timely, respectful manner.
 - Providing equal opportunities for students with SEND to participate fully in lessons and activities.
 - Ensuring that any adjustments or additional support are practical within our available resources.

4. IDENTIFICATION AND ASSESSMENT OF SEND

- **Initial Assessment:** At enrolment, students are assessed for any special educational needs or disabilities, and we work closely with families to understand each student's needs.
- **Ongoing Monitoring:** Our small-team structure allows for regular, informal check-ins to monitor student progress and ensure that support remains effective and appropriate.

5. PRACTICAL APPLICATIONS FOR SUPPORTING SEND STUDENTS

- **Individualised Lesson Plans:** Lessons are tailored where possible to match the learning pace and style of each student with SEND. Small group settings enable personalised adjustments without interrupting overall lesson flow.
- **Flexible Lesson Formats:** If a student benefits from alternative formats (e.g., shorter sessions, more breaks), we adjust lesson plans to make learning more accessible.
- **Sensory Considerations:** We keep the teaching environment as adaptable as possible to address sensory needs, using noise-canceling headphones or alternative seating if needed.

- **Parental Involvement:** Parents are encouraged to communicate any changes in needs or support that could enhance their child's learning experience.
- **Use of Technology:** We incorporate supportive technologies (e.g., metronome apps, visual aids) for students needing additional help with timing, rhythm, or learning retention.

6. ROLES AND RESPONSIBILITIES

- **SEND Coordinator:** Our SEND Coordinator oversees individual support plans and liaises with families to ensure students' needs are consistently met.
- **All Staff:** Trained annually to understand SEND basics, staff members work collaboratively to provide a supportive environment.

7. CONFIDENTIALITY

All information about a student's SEND is treated confidentially, shared only with staff directly involved in supporting the student's learning.

8. MONITORING AND REVIEW

This policy is reviewed annually to keep pace with best practices and the evolving needs of our students.

9. CONTACT INFORMATION

For inquiries related to SEND, contact:

- **SEND Coordinator:** Darryl Powis
- **Email:** darryl@kitchenjam.com
- **Office Address:** Kitchen Jam, 8-10 Penny Brookes St. E20 1BN