

SEND NEWSLETTER

SUPPORTING EVERY CHILD

February 2026



SEND Coffee Morning – Speech and Language

Friday 20 March 9:00am

Join us to meet a Speech and Language Therapist and take away practical, strategies to boost your child's communication and confidence at home.



Welcome to our third edition of our SEND Newsletter. Building on our previous focus on the Zones of Regulation and the Graduated Approach, this term we are exploring how we can bridge the gap between school and home.

We wanted to extend a huge thank you to the parents who joined us for our recent Coffee Mornings. In our first session, we created dual-coded task planners—visual guides that use both words and pictures to help children navigate busy routines like mornings and bedtimes. In this edition, we are sharing the workshop that workshop so every family can benefit from these tools at home.

We are also sharing information about the local offer as well as from the Enfield Advisory Service for Autism (EASA). You will also find a handy jargon-buster as well as key contact information in the newsletter.

Please do not hesitate to contact us if you have any questions, need further clarification on the 'jargon' mentioned, or require support with the resources discussed. You can reach out to our SENDCo, Danny Neville, via the school office at office@chesterfieldprimary.org. We truly value your partnership and look forward to seeing you at our upcoming events.

Danny Neville
SENDCo

Sarah Roberts
Headteacher



Task Planners

In our recent SEND Coffee Morning, we looked at how Dual-Coding—using a simple image alongside a word—can take the "brain strain" out of busy times like mornings and bedtimes.

When a child is tired or overwhelmed, their brain struggles to process verbal instructions (like "Go and put your shoes on!"). A visual anchor acts as a permanent reminder that doesn't "disappear" like a spoken word does.

Why it Works

- **Reduced Cognitive Load:** It's easier for the brain to recognize a picture of a toothbrush than to decode the word "toothbrush" or remember a 3-step instruction.
- **Independence:** It moves the child from "waiting for an adult to tell me what to do" to "checking my own plan."
- **Emotional Regulation:** Knowing exactly what comes next reduces anxiety.

DIY Task Planner: 3 Steps to Try Today

For those who couldn't attend our workshop, here is the "cheat sheet" to try at home:

1. **Keep it Linear:** Use a simple "Now and Next" board or a vertical strip of 4–5 key tasks.
2. **Use "Stickies" or Velcro:** Let your child pull the picture off and put it in a "Finished" box. That physical movement provides a dopamine hit of achievement!
3. **Consistency over Perfection:** It doesn't need to be a work of art. A hand-drawn stick person brushing their teeth is just as effective as a printed icon.

We have a blank task planner proforma on the next page for you to print and use at home, along with some suggested pictures.

Here is an example of a morning routine Task Planner. You can do the same for your evening routine

1	 Wake Up
2	 Wash
3	 Brush Teeth
4	 Breakfast
5	 Get Dressed
6	 Shoes on

If you don't have access to a printer at home but would like to try these visual planners, please contact the school office. We are more than happy to print them for you!

The "Laminator" Alternative

You don't need a laminator to make these durable! If you print or draw your icons, you can cover them with clear packing tape or put them inside a plastic polypocket. Use a dry-wipe marker to "tick off" tasks, then wipe it clean for the next morning.

1

2

3

4

5

Pictures to cut out and stick on your task planner



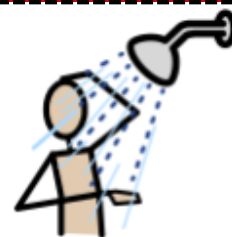
Wake up



Brush teeth



Wash



Shower



Breakfast



Get dressed



Shoes on



School



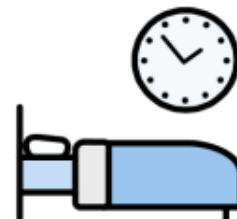
Dinner



Bath



Story



Bedtime

Here are some links to more resources for you to use at home:

1. Widgit: Free Symbols & Template: We use Widgit in our classrooms. They offer a fantastic range of free resources, specifically for home routines. Search for their "Health and Self-Care" or "Daily Routines" packs.

widgit.com/resources

2. SENict: Free "Now and Next" Boards. A "Now and Next" board is the simplest way to reduce anxiety. It tells a child: "Do this one thing now, and then something you enjoy is coming next."

senict-software.com (Look for the 'Visual Aids' section).

3. Canva for Education: If you prefer to use real photos of your child doing the tasks (which can be even more effective!), Canva is a free, user-friendly tool.

4. Reach Out & Read: Picture Cards - This site offers "Daily Routine Cards" that are ready to print, cut out, and stick onto your fridge or a piece of cardboard.

reachoutandread.org

SEND Jargon Buster

We know that the world of Special Educational Needs and Disabilities (SEND) is full of acronyms. Here is a quick guide to some of the most common terms you might see in our school reports and during review meetings.

School-Based Support

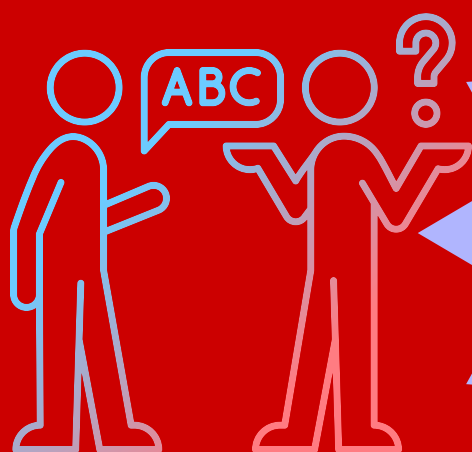
- **SENDCO (Special Educational Needs and Disabilities Co-ordinator):** The teacher responsible for overseeing the support for children with SEND across the whole school.
- **LSA / TA (Learning Support Assistant / Teaching Assistant):** Staff who work alongside the class teacher to support individuals or small groups.
- **Intervention:** A specific, often short-term, program of extra help (like a phonics catch-up or a social skills group) designed to help a child bridge a gap in their learning.
- **IEP / APDR (Individual Education Plan / Assess, Plan, Do, Review):** The document we use to set small, manageable targets for your child and track their progress over time.

Learning & Regulation

- **Cognitive Load:** The amount of information a child's working memory can hold at one time. If the "load" is too heavy, learning stops.
- **Scaffolding:** Temporary support (like a word bank, a checklist, or a "Now and Next" board) that helps a child complete a task they can't yet do independently.
- **Executive Functioning:** The "brain's air traffic control system." It helps children focus, follow multi-step instructions, and manage their time.
- **Sensory Breaks:** Short, planned bursts of activity (like a heavy-work movement or a quiet minute) to help a child's nervous system stay regulated.

The Wider System

- **The Local Offer:** A website maintained by the Local Authority that lists all the services, support, and activities available for children with SEND in our area.
- **EP (Educational Psychologist):** A professional who observes children and advises the school on the best psychological and educational strategies to support them.
- **SALT / SLT (Speech and Language Therapy):** Support for children who find it difficult to communicate, understand language, or use speech sounds.
- **EHCP (Education, Health and Care Plan):** A legal document for children who require a higher level of support than a school can typically provide from its standard budget.



If you are ever in a meeting and we use a word or term you don't recognize, please stop us! We live and breathe these terms, but our priority is making sure you feel fully informed and comfortable with the plan for your child.

Sources of help and support



- Danny Neville, SENDCo via office@chesterfieldprimary.org
- Our school website has a section dedicated to SEND:
<https://www.chesterfieldschool.co.uk/page/?title=SEND&pid=232>
- Enfield Local Offer: This website lists all the services, provisions, and resources available in the Enfield area for children and young people with SEND:
<https://www.enfield.gov.uk/services/children-and-education/local-offer/education-5-to-18/support-at-school-for-young-people-with-send>
- Enfield Advisory Service for Autism (EASA): <https://www.enfieldasa.org.uk/>
- School Nurse Team (includes link to referral form)
<https://www.royalfree.nhs.uk/services/community-services-enfield/school-health-service#accordion-63422>
- The National Autistic Society: www.autism.org.uk
- British Dyslexia Association: <https://www.bdadyslexia.org.uk>

ENFIELD ADVISORY SERVICE FOR AUTISM

EASA

Sessions in 2026 for Parents & Carers

Craig Park Youth & Family Hub
2 Baxter Road, N18 2HN

Autism Education Trust Regional Partner

National Autistic Society Neuroinclusive Education Network



Scan to book your place
on our website

SUPPORTING INDEPENDENCE IN SELF CARE



Course of 5 sessions
10am – 12noon

Wednesday 22nd April
Wednesday 29th April
Wednesday 6th May
Wednesday 13th May
Wednesday 3rd June



PARENT DROP IN

10am – 11:30am
Wednesday 10th June
No need to book, just drop-in!

NEN (AET) MAKING SENSE OF AUTISM

Early Years – Wednesday 17th June, 10am – 11:30am
School age – Wednesday 20th May, 10am – 11:30am