

As already stated, parents play a very important role in supporting homework, in the interest shown and in checking homework is completed regularly. Parents are asked to sign their child's Homework Diary when work is completed. This does not mean you approve the work as being fully correct, rather a signature signifies that you are satisfied you have seen the work and that a reasonable effort has been applied to the work by your child. Your child should normally be able to attempt all the set work on his/her own. ***Please do not hesitate to contact your child's teacher should there be any concern over any aspect of your child's homework. We strongly recommend discussing any matters of concern at an early point.***

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### **PUPILS WITH ADDITIONAL SUPPORT NEEDS**

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Midlothian Council policy 'Education for All' promotes the provision for all children in mainstream education. Further information is provided in a guide for parents, carers and young people 'Education for All.' Should parents wish a copy or additional information on 'Education for All', the first point of contact in our school is Mrs Cochrane, Depute Head teacher, with responsibility for support for learning. Further information is also available through a range of support services, in different formats and in different languages. Please do not hesitate to ask for advice on this.



#### **Referral Process**

In Midlothian, any additional support needs are identified and assessed using the Authority's Assessment and Planned Stage System (MAPSS). Should a Lawfield pupil have exceptional needs beyond the resources available to the school, with parent/carer consent, we can access either:

- the Lawfield Community Project - a fast referral process to gain access to services provided by Midlothian Sure Start, Children First or Home Link Support;
- the Newbattle Integration Team (0-12 Forum), a one-stop pupil referral process to our local area education and health agencies.

In addition to contact with school to highlight a concern parents also have entitlement to make a request for an assessment to The ASN Officer [asnofficer@midlothian.gov.uk](mailto:asnofficer@midlothian.gov.uk) Education Division, Fairfield House, 8 Lothian Road, Dalkeith, EH22 3ZG.

The additional support needs of these identified children and young people are recorded on Seemis, the authority's secure management of information system.

'Enquire' offers independent, confidential advice and information on additional support for learning. Contact details are:

Telephone Helpline: 0845 123 2303

E mail Enquiry Service: [info@enquiries.org.uk](mailto:info@enquiries.org.uk)

Advice and information is also available at [www.enquire.org.uk](http://www.enquire.org.uk)

#### **Early Intervention**

If, at the time of enrolment, you know that your child has any kind of additional support need, please discuss these with Mrs Cochrane as soon as you can. This will ensure that staff are able to provide appropriate support for your child as soon after they start at Lawfield as practicable.