Pupils attending Specialist Resourced Provision (SRPs)

Recording in SIMS, Arbor and Bromcom and submitting on the school census

It is vital that KCC has an accurate view of pupils attending (SRPs). Previously, the data returned on the school census has not been in line with funded provision, so the following guidance has been produced to support schools with SRPs with their recording so that recording can be a) kept up-to-date, and b) returned accurately on every school census.

Adding a SEN Provision within SIMS

Browse to a Students SEN Record

Use the SEN short cut key to browse to SEN Students and select required student

Scroll down to section 8; Provisions

Select the New button

Click on the Provision drop down and select Resourced Provision

Add additional information as required

The start date will need to be prior to census day if to be collected in the next census return

Reviewing the SEN Resourced Provision within the Census Return

Access the Census through Routines | Statutory Returns | School Census

Student level data can be reviewed within the SEN Report under the Detailed Report section
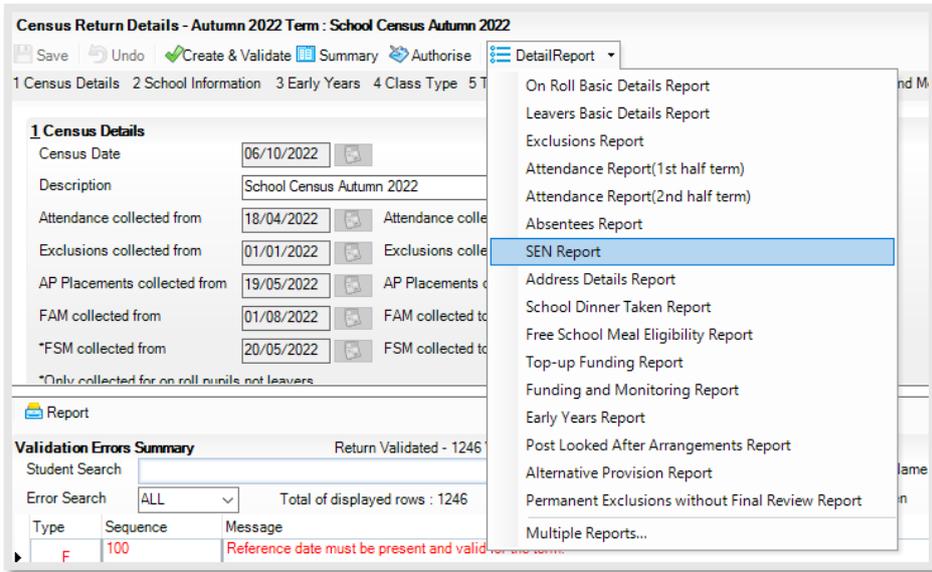
Students with a Resourced Provision will show with a True indicator under the Member of a Resourced Provision Indicator column

Member of SEN Unit	Member of Resourced Provision Indicator	On Roll Status
true	false	On roll
true	false	On roll
false	false	On roll
true	false	On roll
true	false	On roll
false	true	On roll
true	false	On roll
true	false	On roll

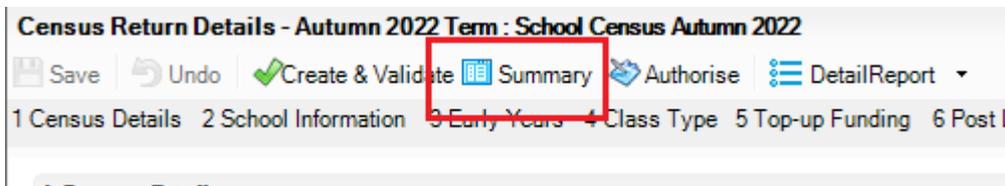School level data can be reviewed under the Summary report

Table 10 of the Summary report will provide SEN provision data

Table 10: Pupils on roll with SEN provision [ALL schools]

SEN Provision	Number of pupils
SEN Provision - education, health and care plan (code E)	2
SEN Provision - SEN support (code K)	6
Total number of pupils with SEN (codes E, and K)	8
No special educational needs (code N)	440
Total pupils on roll	448
Number of SEN Pupils in a mainstream school who are members of a special provision (SEN Unit). * Should be less than or equal to the total number of pupils with SEN (codes E and K)	6
Number of SEN Pupils in a mainstream school who are members of a special provision (resourced provision). * Should be less than or equal to the total number of pupils with SEN (codes E and K)	1

Adding SEN Resourced Provision within Arbor

The indicator for Resourced Provision can be found within the SEN Status slide over, when either reviewing or adding a SEN Status.

Access the SEN record by browsing for the student then selecting **Education Needs**

If a new SEN status required, click on the green add.

If a SEN Status is to be reviewed, click on the status to pull across the SEN Status slide over

Click on the Orange Edit button to amend the status details. Tick the indicator and Update SEN Status.

Review SEN Resourced Provision with Arbor Census

A Census can be run through School > Data > Export Data > Data Returns

Open the required census return, once a census has been generated, there will be options to review the census data.
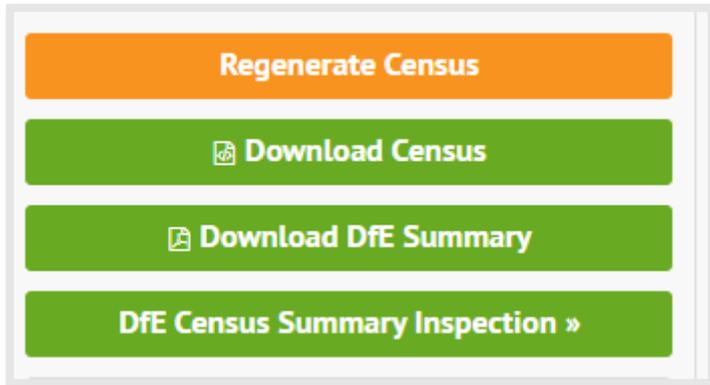
Download DfE Summary will produce a PDF copy of the Census Summary, providing school level data.

DfE Census Summary Inspection will prove an interactive version of the Summary report and can be drilled down to access pupil level.

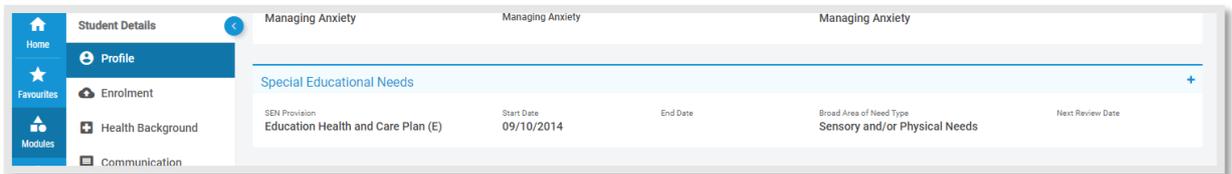Clicking on the number will pull across a slide with the student names who have a Resourced Provision indicator set.

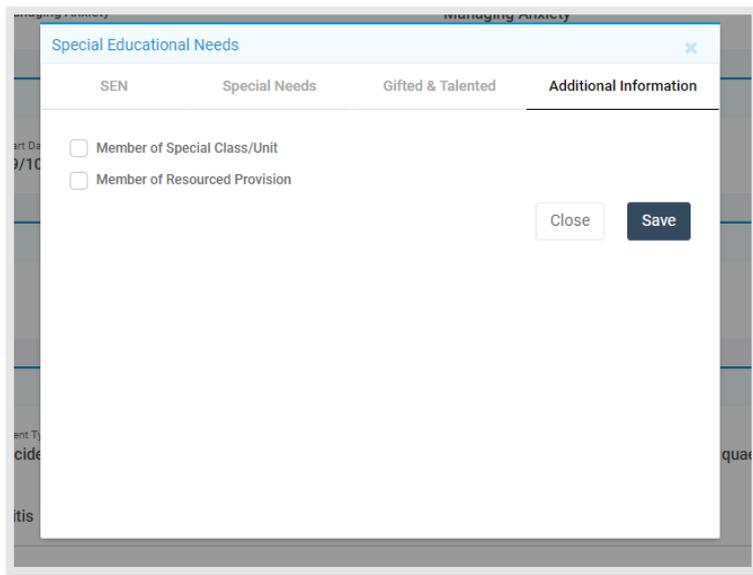**Adding a SEN Resourced Provision in Bromcom**

The Resourced Provision indicator can be found within the SEN record from a Students profile.

Student > Profile > Special Educational Needs

Click on the Plus to add a new or select the SEN Provision

Go to the Additional Details tab from within the Special Educational Needs window

Tick Member of Resourced Provision.

This will not show on the front page of the Students profile but can be viewed or edited within the Additional Information panel from within Special Educational Needs.