



SEN Policy – CM Sports	
This version date	January 2026
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CM Sports is committed to providing an inclusive, safe, and supportive environment where all children—including those with Special Educational Needs and Disabilities (SEND)—can thrive through physical activity, teamwork, and play. We believe every child has the right to access and enjoy sports, regardless of ability or background.

We aim to work in close partnership with parents, carers, schools, and external professionals to meet the needs of children with SEND in all our settings, including after-school clubs, holiday camps, early years sessions, and coaching programmes

Legislative Framework

This policy complies with:

The Children and Families Act 2014

The SEND Code of Practice: 0 to 25 years (2015)

The Equality Act 2010

The Early Years Foundation Stage (EYFS) Statutory Framework

The Human Rights Act 1998

Local Safeguarding Children Partnership guidance

Aims and Objectives

We aim to:

Provide equal access to our services for children with SEND.

Identify and respond to additional needs as early as possible.

Work collaboratively with parents/carers, schools, and professionals.

Make reasonable adjustments to ensure full inclusion.

Promote understanding, empathy, and respect among staff and peers.

Ensure our staff are trained, confident, and supported in working with children with diverse needs.

Definition of Special Educational Needs (SEN)

A child is considered to have SEN if they have a significantly greater difficulty in learning than their peers, or a disability which hinders them from making use of the facilities provided for children of the same age.

SEN can fall into one or more of the following categories:

Communication and Interaction (e.g. speech and language difficulties, autism spectrum disorder)

Cognition and Learning (e.g. global developmental delay, learning disabilities)

Social, Emotional, and Mental Health (e.g. anxiety, ADHD)

Sensory and/or Physical Needs (e.g. visual impairment, hearing loss, physical disability)

Identification and Support Process

We may become aware of a child's SEN needs through:

Parent/carer or school disclosure at registration.

Observations during sessions.

Communication with the child.

Behavioural indicators or social difficulties.

Support Actions May Include:

One-to-one or small group support.

Adaptation of activities (rules, equipment, location).

Visual aids, schedules, or communication tools

Social stories or pre-session briefings.

Calm-down areas or breaks when needed.

Support with transitions or routine changes.

Where a child's needs require ongoing or specialist input, we will liaise with:

The child's school SENCo

Parents/carer

External agencies (e.g. speech therapists, behaviour support teams, educational psychologists)

Consent will always be obtained before sharing information.

Staff Roles and Responsibilities

SEN Lead / Inclusion Officer

Ensures this policy is implemented across all settings.

Coordinates staff training in inclusion and SEN awareness.

Acts as a point of contact for staff and families.

Supports communication with external agencies.

All Staff and Coaches

Are expected to treat every child with dignity and respect.

Must follow individual support plans or strategies as advised.

Should adapt coaching and activity delivery as needed.

Must log and report concerns to the SEN Lead or Line Manager.

Must attend relevant training sessions as provided or required.

Training and Development

CM Sports is committed to continuous staff development. SEN and inclusion-related training may include:

Autism awareness

ADHD management strategies

Positive behaviour support

Differentiation in sport and physical activity

Communication methods (e.g. Makaton, PECS basics)

New staff receive induction on inclusive practice and safeguarding.

Working in Partnership with Parents and Carers

We value the role of parents and carers in understanding and supporting their child's needs.

We will:

Ask for relevant information at the point of registration.

Offer opportunities for parents to share updates or concerns.

Work with families to review and adapt our approach as necessary.

Share updates on children's progress and experiences at sessions.

Inclusion and Reasonable Adjustments

We will always make reasonable adjustments to accommodate a child's needs, such as:

Providing extra support or supervision.

Modifying games or simplifying instructions.

Allocating a consistent staff member as a key adult.

Altering the environment (e.g. noise levels, equipment placement).

In rare cases, where needs significantly exceed our capacity to safely support a child, we will explore alternatives in partnership with families and referring organisations, ensuring decisions are made in the best interest of the child and the group.

Behaviour and SEN

We recognise that behaviour may be a form of communication. If a child with SEN displays challenging behaviour, staff will:

Respond calmly and with empathy.

Use strategies agreed with parents/professionals.

Focus on prevention and de-escalation.

Record and review incidents.

Involve parents and, where appropriate, relevant professionals to adapt the support plan.

Confidentiality and Data Protection

All information shared about a child's SEND will be treated with sensitivity and confidentiality, in line with the CM Sports Privacy Statement and UK GDPR regulations.

Monitoring and Review

The SEN Lead is responsible for monitoring the effectiveness of this policy.

Feedback from staff, children, and families will be used to improve provision.

This policy will be reviewed annually, or sooner if legislation changes.

Complaints Procedure

If a parent/carer has concerns about how their child's needs are being met:

Speak with the Lead Coach or Line Manager

If unresolved, contact the CM Sports SEN Lead.

Further concerns can be raised in writing to Matt Northcott (Director).

All concerns will be taken seriously and addressed promptly in line with our complaints policy.

Related Policies and Documents

CM Sports Safeguarding & Child Protection Policy

CM Sports Behaviour Policy

CM Sports Privacy Statement

Equality and Diversity Policy

Complaints Policy

Useful External Resources

SEND Code of Practice: 0 to 25 years (DfE)

IPSEA (Independent Provider of Special Education Advice): <https://www.ipsea.org.uk>

Contact (for families with disabled children): <https://contact.org.uk>

National Autistic Society: <https://www.autism.org.uk>