



CM SPORTS

Special Educational Needs and Disabilities (SEND) Policy

Responsible Person	Directors
Version Date	September 2026
Review Date	September 2027

Purpose

CM Sports is committed to providing an inclusive, safe and supportive environment where children with Special Educational Needs and Disabilities (SEND) can participate in physical activity, teamwork and play. This policy explains how CM Sports will identify needs within its role, make reasonable adjustments and work with families, schools and relevant professionals.

Important role clarification

CM Sports supports children within the scope of its provision. Where a child attends a school, the school and relevant local authority retain their statutory responsibilities under the SEND framework. CM Sports will cooperate with the child's school, SENCO and other professionals as appropriate.

Legislative and guidance framework

- Children and Families Act 2014
- SEND Code of Practice: 0 to 25 years
- Equality Act 2010
- Early Years Foundation Stage Statutory Framework, where applicable to the provision
- Relevant local safeguarding partnership procedures
- Keeping Children Safe in Education 2026, where CM Sports works in or alongside schools/education settings

Aims

- Provide equitable access to CM Sports activities.
- Identify and respond to additional needs as early as reasonably possible.
- Make reasonable adjustments to remove or reduce barriers to participation.
- Promote dignity, respect and inclusion.
- Ensure staff understand how SEND may affect communication, behaviour, participation and safeguarding.

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- Work constructively with parents/carers, schools and relevant professionals.

Understanding and identifying need

Information about a child's needs may be shared at registration, by a parent/carer or school, through observation, or through communication with the child. Staff should avoid assumptions about a child's behaviour or presentation. A change in behaviour, mood, communication, attendance or physical presentation may indicate an unmet need or a safeguarding concern and must be considered in context.

Reasonable adjustments and support

- Adapt rules, instructions, equipment, space, pace or activity structure.
- Use visual supports, schedules, demonstrations or alternative communication methods.
- Provide additional preparation for transitions and changes to routine.
- Provide appropriate breaks, quiet space or regulation opportunities.
- Use additional or consistent adult support where reasonably practicable.
- Follow agreed individual support information supplied by the school or family, where appropriate and within CM Sports' capacity.

Adjustments should be considered proactively rather than only after a difficulty occurs. Where a child's needs appear to exceed CM Sports' ability to provide safe and appropriate support, the matter should be discussed with the family and, where appropriate, the school or referring organisation. Decisions must be based on the child's welfare, safety, inclusion and the safe operation of the provision.

SEND and safeguarding

Children with SEND may face additional safeguarding vulnerabilities, including communication barriers or difficulty recognising, describing or reporting harm. Staff must provide accessible opportunities for children to communicate concerns and must take disclosures seriously.

- Do not assume behaviour is caused by SEND without considering other possible explanations.
- Where a child communicates a safeguarding concern in any form, follow the Safeguarding and Child Protection Policy immediately.
- Do not promise secrecy. Explain, in an age-appropriate way, that information may need to be shared to keep the child safe.
- Record concerns factually, using the child's own words where possible.
- Where communication support is needed, seek an appropriate method rather than repeatedly asking the child to disclose in a way that is difficult for them.

Information sharing and confidentiality

SEND information is confidential and must be handled securely. Information will be shared on a lawful, proportionate, need-to-know basis. Parental consent will normally be sought where appropriate, but consent is not an absolute requirement for safeguarding information sharing. Information may need to be shared without consent where there is a lawful basis and this is necessary to protect a child or support safeguarding action.

Roles and responsibilities

- SEN/Inclusion Lead: oversees implementation, supports staff and coordinates with families and partner settings within CM Sports' remit.
- Coaches and staff: follow agreed support arrangements, make reasonable adjustments, record relevant incidents and report safeguarding concerns without delay.
- Managers: ensure staff receive appropriate information and support, monitor practice and escalate concerns where necessary.

Behaviour

Behaviour may be a form of communication, but behaviour should not automatically be attributed to SEND. Staff should use calm, consistent, preventative and de-escalatory approaches. Where behaviour presents a safeguarding risk, the Safeguarding and Child Protection Policy takes priority.

Training

Training may include autism awareness, communication needs, positive behaviour support, inclusive coaching, differentiation and safeguarding. Staff should seek advice where a child's needs are not understood or where the agreed support arrangements are not working.

Complaints

Concerns about the inclusion or support provided should normally be raised with the Lead Coach or Line Manager and then escalated through the CM Sports Complaints Policy where necessary. A safeguarding concern must be reported under the Safeguarding and Child Protection Policy and must not be delayed by the complaints process.