

SEND Policy

2025 – 2026

Centre Name	Saracens Foundation
Approved/Reviewed by	Benjamin Lawrence
Last Review Date	01/07/2025
Date of Next Review	01/07/2026

SARACENS

FOUNDATION

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Introduction

This policy sets out how Saracens Foundation is committed to inclusion and to supporting children, young people and adults with Special Educational Needs and/or Disabilities (SEND). We aim to ensure that everyone who engages with our services is treated with dignity, respect and fairness, and is able to participate as fully as possible.

Aims and Principles

Saracens Foundation will:

- Value all individuals equally, regardless of ability or disability
- Promote inclusion, accessibility and participation in all activities and services
- Identify and respond to individual needs as early as possible
- Make reasonable adjustments to remove barriers to participation
- Work in partnership with individuals, families, carers and other professionals
- Ensure staff and volunteers understand their responsibilities for inclusion
- Comply with relevant legislation, including the Equality Act 2010

Definition of SEND

An individual is considered to have Special Educational Needs and/or Disabilities (SEND) if they have:

- A learning difficulty or disability that makes it harder for them to access activities, learning or services compared to others of the same age; and/or
- A physical, sensory, communication, emotional, behavioural or cognitive need that requires additional support or adjustments.

Having SEND is not defined by language, culture or background alone.

Access and Inclusion

Saracens Foundation is committed to inclusive access. We will:

- Not discriminate on the basis of disability
- Make reasonable adjustments to activities, environments and communication
- Consider individual needs when planning services and events
- Ensure information is available in accessible formats where possible

Where a need cannot be fully met, we will work openly with individuals and families to explore alternative ways of support.

Roles and Responsibilities

Trustees / Management Committee

- Ensure the charity meets its legal duties around equality and inclusion
- Review and approve this policy

Senior Management

- Promote an inclusive culture
- Ensure staff and volunteers are trained and supported
- Allocate resources to support SEND where possible

Staff and Volunteers

- Take responsibility for inclusive practice
- Be alert to individual needs and concerns
- Follow agreed support plans and guidance
- Communicate openly with individuals and families

Identifying and Supporting SEND

Saracens Foundation use a simple, person-centred approach:

Assess

- Listen to the individual and/or family
- Observe participation and identify barriers
- Seek advice from relevant professionals where appropriate

Plan

- Agree reasonable adjustments or support strategies
- Set clear, realistic outcomes
- Agree roles and review dates

Do

- Put agreed support into place
- Ensure consistent delivery by staff and volunteers

Review

- Regularly review what is working
- Adjust support as needed in partnership with the individual

Working with Families and Partners

We recognise the importance of partnership working and will:

- Communicate clearly and respectfully
- Value the views of individuals and families
- Work with external agencies when appropriate
- Keep information confidential and secure

Training and Resources

Saracens Foundation will:

- Provide appropriate SEND and inclusion training for staff and volunteers
- Share good practice and learning
- Use resources effectively to support inclusion

Complaints and Concerns

We aim to resolve concerns informally wherever possible. If someone is unhappy with SEND support:

- Concerns should be raised with a staff member or manager
- If unresolved, a formal complaint can be made following the charity's complaints procedure

Policy Review

- This policy will be reviewed annually to ensure it remains effective and reflects best practice and legal requirements.

Name: Benjamin Lawrence

Signature: 

Date: 01/07/2026

Role: Head of Operations – Saracens Foundation

I _____ can confirm that I have read and understood the policy and will adhere to the necessary reporting requirements of this policy in light of any incidents that I am aware of.

Name_____

Date_____

Signature_____