

St. Mary's Church Nursery
Great Dunmow
Essex

SEND Local Offer

Our Local Offer for Children with Special Educational Needs and Disabilities.

The purpose of a local offer is to enable parents and carers to see clearly what services are available for children with SEND in their area and how to access them. The following questions and answers form our local offer and shows how we provide for children with special educational needs and disabilities.

How does St Mary's Church Nursey know my child needs extra help and what should I do if I think my child may have Special Educational Needs or Disabilities?

At St Mary's Church Nursery each child has a key person. Their role is to develop trusting sensitive relationships with parent and children to enable respectful sharing of information. If you have any concerns about your child's development you can ask for a time when you can discuss this in private with them.

Reports from health care professionals, such as health visitors, speech and language therapists, identify your child's individual needs. We welcome parents and professionals sharing these reports in order to plan appropriately to meet these needs.

On going observational assessments are made of all the children and are linked to the Early Years Outcomes, this in some cases identifies individual needs. These Early Years Outcomes are a guidance that displays typical development for children from birth until they reach the end of reception year.

These observations will be discussed with the SENCO (Special Educational Needs Co-Ordinator). If your child's key person has identified a possible individual need, they will discuss this with you in private, and plan together to support your child's learning and development.

Our SENCO will offer support and advice to your child's key person and other staff in our nursery. She will also liaise with other professionals to seek advice and support in identifying individual needs if necessary. Support and advice can be sought from the Area SENCO and Early Years Advisory Teacher with your permission.

How will St Mary's Church Nursery support my child?

On starting at the nursery, you will be introduced to your child's person You would have already received your welcome pack and have completed the "All about me" booklet. This helps us to plan according to their strengths and weaknesses. Your child will have a tapestry account (secure online learning journey that only you and staff can access) where your child's keyperson can add observations and photos. We also offer you and your child settling in visits until you and your

child feel comfortable to start with us

Our SENCO will explain how children's individual needs can be met by planning support using SEN Support along with advice from the Area SENCO. She will also explain who may be involved and their roles.

Observations, assessments, and evaluations all contribute towards your child's one page profile, your child's key person will oversee the targets on them.

Your child's key person would be in the sessions your child attends, foster a relationship with and understanding of your child, and if this was not possible, the SENCO would be present.

They will identify individual needs and plan next steps, accessing additional support from other professionals where necessary. If after speaking with you we feel that additional support may be needed, then the SENCO will create a specific individual learning plan & implement a Graduated approach to meet their needs and your requirements. This will be a two-way discussion and will implement both your views and the nurseries to enable us to work together for the best interest of the child.

The manager will maintain an overview of experiences, and progress, and the SENCO will work with all staff to ensure we are providing the relevant and appropriate support.

We will work in partnership with you, reviewing the targets, and planning new ones together, and giving you ideas to use at home to support your child.

How will I know how my child is doing?

Assessment systems are in place such as the 2 year old check, on going observational assessment, and the tracker system, which are all linked to the EYFS ages and stages of development. We also hold two parent consultation afternoons one in October and another in May to update you on your child's progress.

We are a welcoming and happy nursery, with good relationships with our families.

We have daily opportunities when you are welcome to tell us of your child's progress and gives opportunities for two way communication between us.

We send out half termly newsletters and the whiteboard in the entrance hall is updated daily. Also the notice board has regular updates and relevant information is displayed there.

What support will there be for my child's physical and emotional wellbeing?

Our practitioners are welcoming and friendly, providing an inclusive, sensitive and positive approach for your child to feel welcome into our preschool.

They provide good role models for positive behaviour, we are consistent in our day to day care of all our children, and our happy children at preschool are testament to this.

We are flexible in our routines to provide a positive environment for your child's needs, and provide personal care, such as changing nappies, respectfully.

Personal health care plans can be adopted if necessary, and staff will be trained in giving the appropriate medication for your child if required.

All members of staff are fully trained first aiders. This is updated regularly.

All staff are vetted and a vigorous recruitment process is in place. Our managers & staff have all completed safeguarding courses and this is updated regularly.

Policies and Procedures are available for parents on request.

Activities will be adapted to ensure your child is able to interact fully with their environment, and visual strategies, such as a visual timetable are used to help them understand our routines. Flash cards are also available for your child to express how they are feeling about a particular activity/event, and the book corner provides a safe, quiet area to retreat to if your child is tired or needs some time to themselves. Your child's key person will be present at these times.

We are aware that some kind of undesirable behaviour may arise from a child's special needs. We will refer to our Positive Behaviour Management policy and will work with you and your child to provide a consistent and planned approach to improve behavior. For further details please see our policy.

What specialist services and expertise are available at preschool?

All staff have accessed child development training and have experience working with the Early Years age group.

Our SENCO Helen has received SENCO training and she holds a Level 1 Certificate in British Sign Language and has also completed the following courses: - Autism, Asperger's Syndrome and Semantic Pragmatic Disorder. Signing across the day, Tune in to talking Promoting Language for 2-5 year olds in pre-school, Speech and Language Disorders in Children, Inclusion Development Programme - Autism, Impact of Child Abuse, Child Neglect, Child Protection Awareness in Education, Early Language Development Programme training modules 1, 2 and 3, Emotional Health & Wellbeing (CAMHS), Promoting Positive Behaviour in the Early Years & How to be a behaviour detective.

We have experience working with children with English as an additional language. We value and respect others beliefs and visual support is given such as Home school diaries and visual timetables.

We have good links with our local Children's Centre and we can sign post you to support which is available through there, for example Parent support officers, inclusion officers, and social care. We can offer support through our Early Year Advisory Teacher, and our area SENCO. With your permission, and if your child's needs are identified as a specific need then the team with the expertise in this area will take up the support for the child and the nursery in meeting your child's needs.

We will work alongside the specialist services involved with your child and they are welcome to visit the nursery. Working closely with you and your child will enable us to build stronger relationships and understand your support needs better.

We have an equality Names Co-Ordinator who will ensure children and their families are not

victimised, harassed, or discriminated against.

How will my child be included in activities outside nursery including trips?

All visits or trips would be planned in order to include all of our children. We endeavor to include parents/carers in the planning of the visit to identify the needs of your child. All parents are invited to join us on our trip.

A risk assessment would be carried out prior to the visit.

We would also take along any aides or medication your child requires.

How will the Nursery prepare and support my child to join the nursery/transfer to a new nursery/school?

The nursery offers one or more introductory sessions for you and your child prior to your child's start date, when there will be an opportunity to discuss any requirements. These sessions give us the chance to get to know you and your family, and provides the opportunity for you to share with us details of your child's needs and the involvement of other agencies, and to agree with you a consistent approach to ensure the continuity of care for your child.

We offer a flexible settling in period, should your child have difficulties settling in.

When transferring to another setting or moving on to school, the nursery will invite the key person/teacher and SENCO to attend your child's session at nursery to help them become familiar with them and to discuss their strengths and needs.

We have very good relationships with Feeder schools and professionals within our area. We have a good relationship within our local community.

Your child's Learning Journey, one page profile and any other information that may be relevant to your child will be passed on to the new nursery giving them the time to make necessary plans for any changes they may need to make.

How accessible is the nursery environment?

We have a large level hall which can be easily accessed through double doors which can be opened fully to allow for wheel chair access. We can easily adapt the main hall to allow easy access for wheelchairs. There is a disabled parking space a short distance from the nursery.

If you are a parent who does not have English as your first language, you can nominate a representative who speaks English.

Signs and posters around the nursery are used with pictures to direct children and adults.

Our whiteboard is updated daily and lists the activities of the day.

Accessible toilets and changing facilities are available, and we will explain the limitations of the building we use to you on your visit.

We provide multi sensory activities as part of our planning.

Policies are updated regularly and are available for parents to view daily.

How are the Nursery's resources allocated and matched to children's special educational needs?

A delegated budget is available to train staff and Inclusion Funding can be applied for to support your child in our nursery. The area SENCO is also able to supply us with some additional resources if available. We also have a budget within the nursery which is allocated for resources.

How is the decision made about how much support my child will receive?

The new code of practice which came into place in September 2014, has removed labeling, such as children on School Action and School Action Plus, with the emphasis being put on meeting the children's needs by ensuring their individual needs are met appropriately, for them to achieve.

Through the observation process linked to the EYFS ages and stages of development, and in discussion with you we will identify what support is required.

Extra support will be put in place if necessary with the aim of enabling your child to become independent within their environment.

Ongoing partnerships with both you, other professionals and ourselves, will support the discussion making process.

Our SENCO will give advice on meeting your child's needs within our preschool in consultation with you, and other professionals where necessary with your permission.

Our SENCO will advise you on the process of applying for extra support, and the Inclusion funding process will identify the level of need based on the evidence submitted by the nursery and other professionals who are working with you and your family to support your child.

Reports from health care professionals and other professionals, who are working with your child, will be used to plan support within the nursery.

The Area SENCO or the Early Year Advisory Teacher or other professionals working with our SENCO will support the decision making process to plan targets on the one page profile. This profile will be written with you and will include how you can support your child at home.

Staff meetings within the nursery will ensure all staff working with your child knows your child's strengths and needs, and how to support them.

Who can I contact for further information?

The Nursery Managers, SENCO, or your child's key person are available in sessions, if you would like to discuss your child's needs. We are able to offer advice about other professionals who will be able to support your child, such as the Families Information Service, Health Visitors, speech and Language Therapists, and Local Children's Centre.

The Nursery can also give you advice on Positive Behaviour Management to help give you strategies to cope with undesirable behaviour.

For more information, please contact us on telephone 07957596303 or email us at smchurchnursery@gmail.com to arrange an appointment.