



## **Birchanger Nursery SEND Local Offer**

Birchanger Nursery values the abilities and achievements of all children and strives to meet the needs of children with Special Educational needs. We are supported by the Area SENCo from Essex Local Authority to ensure all children make the best possible progress in the nursery.

The aim of this document is for families to see the support that they would receive for their children in our nursery.

### **Frequently asked questions:**

**How does Birchanger Nursery know if a child needs extra help and what should I do if I think my child may have special educational needs?**

At Birchanger Nursery we treat every child as an individual and as being unique. Your child will be allocated a key person who you will meet during your first settling in visit this person will be responsible for your child's development and recording this information. This will be done through observations that are then used to plan children's next steps in their learning. Through these records we are able to identify any concerns which we would share with you and with your consent we would contact other professionals if required.

If you have any concerns about your child you should speak with your child's key person who will be able to advise you further.

**How will Birchanger Nursery staff support my child?**

Your child's key person will work closely with you ensuring information is shared concerning your child and their development. During your settling in visit your child's key person will help you complete an 'All about me' this is initially when that knowledge is built and then continues with regular meetings with you to discuss their development and next steps. Through

observations we can plan for your child ensuring activities are differentiated to meet their individual stage of development.

We have a SENCo in the nursery and can seek further advice with your permission from the Area SENCo.

### How will the curriculum be matched to my child's needs?

Through observations and discussions with you and your child we identify their interests we then use these when planning for your child as every child is unique. In your child's 'Tapestry' Learning Journal we record observations, complete assessments and track your child's development. Next steps are identified and planned for on an on-going basis.

### How will both you and I know how my child is doing and how will you help me to support my child's learning?

There are daily opportunities to speak with your child's key person. We also encourage sharing information via Tapestry (our online) Learning Journal.

Your child's progress is regularly monitored and termly assessments completed, these provide the basis for parent consultations that are held at least twice a year. We are always available to discuss any concerns you have regarding your child's learning. You will be informed and included in all stages of planning, supporting and assessing your child's development and learning.

### What support will there be for my child's overall well being?

Birchanger Nursery has policies and procedures in place to ensure the safety at the nursery. We ensure we have details of anyone that may collect your child also using passwords as an extra security.

There is a key person system to ensure individual support for your child's emotional and social needs. We have strong links with outside agencies to provide additional support.

### What specialist services and expertise are accessed by the setting?

We will work with all professionals as required for each child and will always encourage these people to visit the relevant children in the nursery. We have strong links with the Area SENCo.

### What training are the staff supporting children with SEND had or having?

All our staff are qualified or currently studying for a qualification in Early Years. Staff attend training in ENCo, speech and language and promoting positive behaviour. Other training will be sourced if felt beneficial for children and staff.

### How will my child be included in activities outside the classroom including trips?

All children are welcome to attend trips. Parents are notified prior to the trip to identify any particular needs. Risk assessments are completed and a mobile phone and first aid kit is always taken. If the outing poses a high risk to your child, then we will discuss with you how this can be reduced to ensure your child's inclusion.

### How accessible is the setting?

The nursery is all on one level so accessible for wheel chairs with a ramp to the main entrance. We also have an accessible toilet. We work closely with parents to access any specialist equipment that may be required.

### How will the setting support my child to transfer to the next stage of education and life?

Birchanger Nursery offers settling sessions for your child we suggest a minimum of two but these can be as many as needed to ensure your child is ready and happy to attend. Prior to your child starting nursery they you would be invited to attend our toddler group with yourself, this will enable your child to become familiar with the nursery and the staff.

When your child is going to school they will make visits there to meet the teacher and we will invite the school teacher or teaching assistant to visit the nursery so information can be shared with your permission. We have strong relationships with many local primary schools.

### How are Birchanger Nurseries resources allocated and matched to children's special educational needs?

We carefully assess, monitor and review each child's individual needs. Resources are then allocated so that all children can have full access to the equipment and the nurseries areas of learning.

Sometimes specialist equipment can be borrowed to enable children full access to the curriculum.

### How is the decision made about what type and how much support my child will receive?

The decision is made through on-going assessments and also working closely with other professionals to determine your child's needs. These would be monitored and reviewed regularly.

### How are parents involved in the setting and how can I be involved?

Strong partnerships with parents are important to the nursery. You are encouraged to have ongoing dialogue with their child's key person. We hold regular parent consultations. There are half termly newsletters for parents and periodically we ask you to complete a questionnaire so we can gain your views on the nursery.

### Who can I contact for further information?

Karen Reilly the nursery manager is accessible for you to contact initially. We always encourage prospective parents to visit the nursery and see us operating. During this visit you can discuss your child's interests and needs.

Once your child has started at the nursery they will be allocated a key person who you can discuss any concerns with them as well as the nursery manager Karen Reilly or the nursery SENCo, Ros Sykes.