

West Hallam Village Pre-School

Supporting Children with Special Educational Needs Policy

Policy statement

We provide an environment in which all children with special educational needs (SEN) are supported to reach their full potential.

We have regard for the Special Educational Needs and Disability (SEND) Code of Practice (2014).

We have in place a clear approach for identifying, responding to, and meeting children's SEN.

We support and involve parents (and where relevant, children), actively listening to, and acting on their wishes and concerns.

We work in partnership with the local authority and other external agencies to ensure the best outcomes for children with SEN and their families.

We regularly monitor and review our policy, practice and provision and if necessary, make adjustments.

Procedures

We designate a member of staff to be the Special Educational Needs Co-ordinator (SENCO) and give her name to parents.

Our SENCO is:

Sheane Gilhooly

The SENCO works closely with our Manager, who also has Special Educational Needs training. Our SENCO works with other colleagues within the setting and has responsibility for the day-to-day operation of our Supporting Children with Special Educational Needs Policy and for co-ordinating provision for children with SEN.

We ensure that the provision for children with SEN is the responsibility of all members of the setting.

We ensure that our inclusive admissions practice ensures equality of access and opportunity.

We provide a broad, balanced and differentiated curriculum for all children.

We apply SEN support to ensure early identification of children with SEN.

We use the graduated approach system (assess, plan, do and review) applied in increasing detail and frequency to ensure that children progress.

We ensure that parents are involved at all stages of the assessment, planning, provision and review of their children's special education including all decision-making processes

We, where appropriate, take into account children's views and wishes in decisions being made about them, relevant to their level understanding.

We provide parents with information on local sources of support and advice e.g. Local Offer, Information, Advice and Support Service.

We liaise and work with other external agencies to help improve outcomes for children with SEN.

We raise awareness of any specialism the setting has to offer.

We have systems in place for referring children for further assessment e.g. Early Help Assessment (EHA) (formerly Common Assessment Framework CAF) and Education, Health and Care (EHC) assessment.

We provide resources (human and financial) to implement our Supporting Children with Special Educational Needs Policy.

We ensure that all our staff are aware of our Supporting Children with Special Educational Needs Policy and the procedures for identifying, assessing and making provision for children with SEN.

We ensure the effectiveness of our special educational needs provision by collecting information from a range of sources e.g. action plan reviews, staff and management meetings, parental and external agency's views, inspections and complaints. This information is collated, evaluated and reviewed annually.

We provide a complaints procedure.

We monitor and review our policy annually.

This policy was adopted at a meeting of West Hallam Village Pre-School Committee.

Held on (date)

Signed on behalf of the Pre-School

Chairperson Karen Pilkington

Content amended: 1 January 2019 T027

Reviewed annually on: