



Local Offer: Chalk Hill Pre-school

Name and contact details of person submitting this offer: Christine Hipgrave

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How does the setting know if children need extra help and what should I do if I think my child may have special educational needs?

Our setting has trained staff and a member who specialises in special educational needs.

We observe all children, which mean that any special needs will be highlighted at an early stage.

All of our staff are available to discuss any concerns you may have with any aspect of your child's development whether it be for special educational needs, support or guidance.

How will early years staff support my child?

Your child's key person and our settings Special Educational Co-Ordinator (S.E.N.C.O) will explain and work with you to support your child's needs and develop an educational needs plan.

There will be time frames for each step where progress will be evaluated and next steps put into place.

Should we need to purchase any specialised resources our committee will access the funds for this or, depending on your child's individual needs, resources may be supplied by SEN agencies including having a member of staff working 1:1 with your child if required.

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

We adapt all that we do to create an enabling environment for your child. Our planning would reflect the support your child need's within the curriculum.

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

Through our regularly updated training and supportive links within the Early Years we will be able to discuss with you how your child is doing and support you with how you can support your child at home. Your child's key person will see you at the end of each session for exchanges of information. If you have someone else who drops off and collects we will exchange a home book for you and discuss other ways to communicate. We will work with you closely as you are the child's prime carer and know them best. We will give you a developmental journal so you can note your child's achievements and mark off where you see their achievements. This would all be explained to you by your child's key person. What your child does at home may be different to how they are in a setting and we need to work together to give your child the continuity of care to help their development.

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

Dependant on your child's individual needs there may be a need for 1:1 support or working along external support such as physiotherapists, speech therapists, nurses, with whom we have had experience working with over the years.

If your child is on prescribed medications we can administer these once trained by their medical professional and we have a policy in place for administering these. We make this as comfortable for the child as possible taking into consideration their dignity and feelings.

What specialist services and expertise are available at or accessed by the setting?

We work closely with external agencies that care for child with support from early years SEN team if needed. (Please see above answer)

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

Our settings SENCO has all of her qualifications up to date and a refresher course has been taken on 04-11-2014 along with inclusion meetings during each year. Staff are supported/trained, and strategies discussed by the SENCO and where appropriate external training given to staff.

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

Wheelchair access is available in and outdoors.

Our outdoor space can be planned around a child's needs and if need be fundraising or a grant sourced to aid inclusion. The outdoors have low flower beds for easy access by pre-school children.

Our setting has mainly visitors with some outings for our 3-4 year olds. These include parent/carer helpers along with staff. If a child has a SEN they will have 1:1 on the trip and the risk assessment will be made for their individual needs and inclusion.

How accessible is the setting?

Wheelchair access is available in and outdoors. The premises has a disabled toilet.

The settings resources and equipment are child friendly and prior to a child with special needs starting, the equipment, facilities and planning will be assessed and re-evaluated for each child's individual needs.

Regarding accessibility for families with English as an additional language, the pre-school will provide information/newsletters etc... in the parents/carers home language. The pre-school will access support via the local authority who has access to Bilingual Support Officers, covering many of the most widely spoken languages, including 1:1 support for pupils and home-school liaison. Available will be resources to support a culturally reflective curriculum; including dual-language dictionaries and books, English language learning materials and differentiated resources for curriculum areas.

Further details can be found in our policies: *English as an additional language / equality and diversity*.

How will the setting prepare and support my child to join the setting, transfer to a new setting / school .

Transition into the setting will be tailored to suit the individual child as there may be home visits required to support and build a relationship before having a taster/s at pre-school. We also have a transition time each year within the pre-school for when children are moving up a group to their school leaving year.

When the time comes for your child to move on we will liaise closely with their new settings key people and SENCO inviting them to our setting and visit with you and your child on transitional visits. We also liaise with schools for a picture journal of the child's new environment and relevant people to go

through with your child in the sessions to support and reassure. We will also send this book home with you for continuity.

We recognise that this is also a transition for the child's parents/carers and will also support them during this time to secure understanding and answer queries.

Information regarding your child's developmental achievements and support will be passed on to the new setting. These will all be the information that you have access to throughout your child's time with us along with a moving on to school assessment that you will be a part of.

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

We are a charity registered setting and have regular fundraising events to raise money for required items. We can also apply for a grant or borrow specialist equipment from certain organisations.

It may be that we already have the resources to support your child's needs which is why we evaluate each child's additional needs.

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

If you have accessed professional support (via your GP, health visitor, hospital) and your child has been seen and assessed, then those professionals will work with you and our setting as to what needs to be in place to support your child's wellbeing and development.

We as a setting will work to an early years support plan then with our support for your child and observation we can evaluate your child's achievements and how we can, with your support, help them with their next steps of development. We work together with you and supply you with a development journal to use at home with your child so as give a more accurate assessment of your child.

We will also work with those professionals who are also supporting your child and this may include them visiting your child during the session to observe their progress and advisement of any new strategies to be put in place to further support.

How are parents involved in the setting? How can I be involved?

The setting is a charity registered pre-school and is supported by a committee of parent/carers who support the manager with the decision making required to continue the pre-school running well. There are also a group of parents who run the fundraising side of the pre-school so that we can purchase specific items of equipment and resources. Parents can support in either way by filling in the form to show interest which can be found in the admissions paperwork given if you choose our pre-school.

Parents are invited in as helpers once the initial settling in has taken place for the children in the setting and we value parents suggestions either through conversation or our suggestion box.

Who can I contact for further information?

If you would like further information or have any queries you can contact:
Christine Hipgrave; the pre-school Manager: chalkhillmanager@hotmail.co.uk

Disclaimer

This offer is accurate now, but services are regularly reviewed and could change. All information will be updated as soon as possible to reflect any new service offer.

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Feedback

This offer is intended to give you clear, accurate and accessible information. If you would like to comment on the content of the offer or make suggestions to improve the information, please email localoffer@eastsussex.gov.uk

Find out more about support for children and young people with special needs and disabilities: www.eastsussex.gov.uk/localoffer