

the children's house

Special Educational Needs and Disability Policy

Named Officers: Jo Robinson / Sue Jackson

Aims:

1. To encourage the full inclusion of children with SEND and value diversity.
2. To gain parents permission before any outside agencies are contacted. To work in partnership with families of children with SEND and with statutory agencies to ensure that needs are properly identified, assessed and addressed.
3. To ensure entitlement to a full Early Years Foundation Stage curriculum according to the child's needs.
4. To provide opportunities for staff to develop the necessary skills, attitudes, and insights for working with young children with SEND.

Objectives

1. To ensure that children with SEND have the opportunity to take part in activities alongside other children.
2. To assist the early identification of children's SEND
3. To implement the SEND Code of Practice, Sept 2014.
4. To liaise with parents and outside agencies.
5. To take into account the views of the parents/carers and child.
6. To ensure differentiation of the EYFS curriculum to meet the child's individual needs.
7. To plan the child's weekly activities in line with Individual Plan and Education Health Care Plan outcomes.
8. To ensure the effective use of staff.

Personnel

The Code of Practice states "Provision for pupils with SEND is a matter for the setting as a whole".

The SEND co-ordinator has responsibility for the day to day operation of the SEND policy.

1. SENDCO at North East Lincolnshire local authority is Glenis Vessey – contact email glenis.vessey@serco.com.
2. Staff with specialisms and/or special interests, or qualifications: Jo Robinson and Sue Jackson.
3. Jo Robinson and Sue Jackson, together with the Early Years Professional and relevant Keyworkers are able to work with IPs with children.
4. When a child with SEND moves to another setting, there is a multi-agency meeting six months before the move and invite the relevant school to attend.

Admission Arrangements

1. The children's house operates an admissions policy and provides parents/carers with a prospectus outlining the service we offer.
2. The children's house is committed to ensuring the integration of children with SEND. This will be achieved by differentiating activities, providing extra adult support, working on small steps within the foundation stage through small group and/or individual activities.

Co-ordination Arrangements.

1. Procedures

SEND children will have the opportunity to join in all activities alongside children who do not have SEND according to the child's individual needs. Jo Robinson, our designated SENDCO will ensure that the Code of Practice stages are followed. Parents will be involved at all stages of assessment and review of their child's progress.

SENDCO will liaise with parents and all the relevant outside agencies.

SENDCO will use the child's inclusion file and keep all the necessary records.

SENDCO will compile an Inclusion Development Action plan to plan co-ordinated support for the child.

2. Resources

The SENDCO will access the nursery education funding for children who are eligible.

The SENDCO will provide one to one support when funds permit.

The SENDCO will apply for one to one grant as appropriate.

The SENDCO will apply for development grant for facilities and resources.

The SENDCO will make use of the Inclusion toy library.

The SENDCO will make use of Statements of SEND children where provided.

Staff Development.

1. The SENDCO is provided with training and this is recorded in their personal development portfolio outlining the dates and topics of courses attended. Details of qualifications achieved and award bearing courses will be included in their portfolio.

2. SENDCO together with the staff team work together to provide each other with support. Meetings are held to jointly work on IP's.

External Support

1. SENDCO works closely with the area SENDCO and other agencies as listed above.

2. Have regular reviews as appropriate.

3. SENDCO, with parental approval, will share any relevant information with other agencies.

4. SENDCO to attend CAF/TAC meetings and visit Child Development Centres for liaison and advice.

5. SENDCO to attend Early Bird Courses with parents as the need arises.

6. Agencies referral forms and procedures are attached.

Complaints Procedure

1. Parents concerns should be raised with their child's keyworker. Keyworker will share this information with SENDCO/Unit Leader and Keyworker.

2. Details of the relevant agencies will be shared with parents, and discussed regarding procedure to be taken.

Evaluating the Policy

1. Consideration is given to whether or not the objectives have been met. If they have not been met, an action plan is draw up outlining action to be taken by whom with timescales.

2. Written comments on the identification process and how progress has been made through reviews.

3. The policy is reviewed annually or earlier if problems are identified.