

Birkdale Nursery

Our SEN and Disability offer

How does the pre-school/ nursery know if children need extra help and what should I do if I think my child has special educational needs?

On the very first meeting/contact with nursery, opportunities are available to discuss any needs/ requirements that you/ your child/ your family may have with the managers and key person.

Initial observations are made with parent/carer on a home visit that follows or if preferred, during settling hours at nursery. A checklist which covers all of the Early Years Foundation Stage is used so that a good understanding of each child's needs and stage of development is known. Our home visits offer informal chats so that any concerns or worries can be shared. Our home visits also provide opportunities to form good relationships with key persons, this is the beginning of the parent partnership - a vital link between home and nursery.

All children are observed from the moment they attend our nursery. The observations are intended to support planning and next steps. Each child's progress is documented and recorded so that we can always check on progress made. The compulsory 27 month check is another opportunity where professionals and parents are able to meet and discuss any concerns. If a concern was raised by either parent or key person then the nursery would seek permission from the family and with the aid of the SENCO other professionals could become involved and a support plan put into practice.

How will the pre-school/ nursery support my child with special educational needs?

All of our children are assigned a key person and buddy. It is this 'key person system' that allows such vital support to be given to parents/carers and children. They share each child's Learning Journey with parents on a regular basis. They explain the planning and give ideas for activities at home which work in conjunction with those planned for at nursery. They provide the link between all that happens at nursery and all that happens at home.

To add to this support we must include our positive communication with other agencies and our policies and procedures - together with these all of our children are fully supported.

Our SEND policy - " Through our planning, observing and assessment system we work to identify and meet every child's needs".

In addition, for children that enter with additional needs or develop a special need we work even more closely with parents and professionals. We produce SBSP (Setting Based Support Plans) with our SENCO. SBSPs are written plans. They are closely linked to Next Steps and it clearly sets out your child's needs. It states how we intend to support your child, we then actively do this then review the progress to ensure the strategies in place are working well.

Our staff attend courses which keep them updated in all areas, plus training is made available for children with more specific needs eg medical, development and learning.

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

From the moment a child is registered within the setting decisions are made with regard to how much support a child requires. Meetings are arranged with

parents (plus any other professionals if needed eg Early Years). Observations are made of the child at play and throughout his/her sessions then we are able to conclude when and what extra support is needed. It may be that a child needs extra help at different times of the day. These detailed observations determine the type of support needed, any equipment required, any training and involvement from other professionals. The early years team are always available to offer us support, information, advise on strategies plus to provide extra funding if necessary.

How will the pre-school/ nursery review my child's progress and how shall they share it with me?

Our parent partnership is strong. Working together our children's development is noted, supported and celebrated.

This is how...

...we have parents evening each term and we offer 'stay and play ' sessions too. Our children's learning journeys are shared on a regular basis and they are always available to enjoy at other times.

We meet with the parents regularly to discuss planning and next steps.

Observations are charted 3 monthly on the Unique Child and at a glance we can instantly see how they are progressing. Each individual next step has a section which is dedicated for suggestions for each parent/ carer to do at home, contributions from parents to their child's learning journeys are encouraged.

Children that have SBSP are reviewed at regular intervals.

An example of SBSP - see below.

The SBSP is completed by the key person and signed by parents.

Setting based Support Plan for date of birth

Setting Supporting Agencies

From To parent/carer's signature

Area of need/baseline What can they do?	What would you like them to be able to do? What will you see them doing when they have achieved this?	How will you help them get there (activities, resources?)	Review meeting What has been achieved?

Parents play a crucial part in supporting their child's needs therefore we are

continually updating parents and communicating their progress. In depth handovers are essential and are an important part of our daily routine.

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

A child's overall well-being, their happiness is of the utmost importance. All of our children are supported holistically by their key person. The key person provides total care and a link between parents/carers/nursery. Depending on the age of a child home school books/sheets are exchanged. We aim to support both child and family and provide information to other services that may be of benefit.

If a child needs medical support then our staff are trained accordingly. Most of our staff are paediatric first aid trained and we follow strict procedures to administer medication.

We have two staff who support challenging behaviour and ensure strategies and boundaries are consistent.

In addition to this it is our British Values, Policies and Procedures that exist alongside our Ethos to ensure the total health and well being of all our children.

What training do the staff have in supporting children with special educational needs or disabilities?

Our staff are experienced early years educators, level 2 and 3 plus two staff with early years foundations degrees.

We have a SENCO that works together with other professionals. The SENCO keeps updated with the latest news and views by attending refresher courses. The training needs are always based on the group of children that are present at any one time. We always arrange training if extra is needed.

Both managers have personal experience of disability and as a result of this an informal understanding exists at the setting.

The Early Years team are a valuable tool advising, offering support and strategies when needed.

What specialist services and support are available to the pre-school/nursery?

We always work closely with any other professionals who are required for advice and support within our setting. Our staff are flexible and encourage good communication so that the needs of all of our children are met. Services that we have been involved with are speech and language therapists, early years service, family support workers, NHS professionals.

How will my child/young person be included in activities outside the pre-school/ nursery, including trips?

A lot of our day is spent flowing in and out of the building as the children so wish. Children with additional needs would be included in this as well. Our activities and environment would be risk assessed depending on need and then discussed with the parent/carer. We would make joint decisions if any extra resources were required so that everything was accessible.

Outings are a special part of nursery life too. When a child enters our setting we always ask for signed permission to take a child out of nursery. Staff ratios are always more, a paediatric first aider is always present and locations are risk assessed prior to visiting.

Parents are always welcome.

How accessible is the pre-school/ nursery?

The front of the building has steps up to it but there is a back entrance with just three steps. Stairs are also inside connecting the ground and first floor. We have an 'upstairs book' which can show visitors/parents/carers the rooms on the first floor.

Birkdale doesn't have adult changing and toilet facilities although there is an adult cloakroom downstairs.

The setting is however accessible to all children.

Children with physical disabilities would manage as the doorways are wide enough to accommodate a child size wheelchair. Any specialist equipment would be locked away when not in use.

We use 'communication in print', around the nursery plus photos and communication books/sheets.

Families whose first language is not English are given extra support and we give out EAL packs - these have words, numbers and phrases that we use at nursery, we ask for them to put there equivalent language next to them.

Familiar words in their home language are displayed and the staff are asked to use them. Help is given for form filling in eg school entry. Children with EAL are also included in our TALL groups which aids understanding.

How will the pre-school/nursery help my child move on to school?

When children are ready to move onto 'big' school arrangements are made for local schools/teachers to visit. Preparation involves lots of stories, visits and discussions about 'big' school. Staff attend meetings to ensure transitions are smooth. Each child's learning journey/ progress is summarised and this is sent to school. Children with additional needs would have more visits arranged plus meetings to ensure that everything was in place to continue a happy education.

Birkdale Nursery is completely inclusive, we do our utmost to include every child and to support them fully. Our cooperation with all agencies is good and advices are always taken to ensure maximum help and support.

Give us your views about this information

Contact localoffer@eastsussex.gov.uk or call Information for Families 0345 60 80 192

More information, advice and support

The local offer- what is available for children and young people with special educational needs in East Sussex

- www.eastsussex.gov.uk/localoffer

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