

How our setting knows if young children need extra help and what our parents/carers should do if they think their child may have SEND (special educational need/learning difficulty or disability)

- Prior to your child first starting at Little Avenues you and your child will be invited to visit the setting so that we can get to know your child. Your child will be assigned a key person who helps ensure that your child's learning and care is tailored to meet their individual needs.
- The learning and development of all children attending the pre-school is observed and monitored in line with the Early Years Foundation Stage. A baseline assessment is carried out within two weeks of your child starting pre-school and if appropriate a two year check will be completed and shared with you and any concerns regarding development will be discussed. A record of your child's progress is recorded on Tapestry, an online development record containing observations and photographs.
- Our open door policy means that you are welcome to come into the pre-school to speak to staff at any time. We offer play and progress sessions each term where you can meet with your child's key person to discuss your child's progress and whether we have any concerns.
- If you have any concerns regarding your child, please speak to your child's key person or Theodora the Special Educational Needs Co-ordinator (SENCo) so we can support your child appropriately.
- We believe that children benefit most from parents and practitioners working in partnership and this results in a positive impact on children's development and learning.

How our setting supports young children with SEND

- We have a dedicated Special Educational Needs Coordinator (SENCo) (Theodora) and a Behaviour Co-ordinator (Toni) who monitor your child's development and liaises with you and outside agencies if required.
- Theodora our SENCo organises and actions support from other professionals as required. She works very closely with your child's key person to draw up health plans and one plans. A one plan is a person centred, outcomes focused action plan and the format of the plan will suit the specific needs and circumstances of your child. These plans are reviewed each term and will have input from your child, you and any other professionals working with you and your child.
- The pre-school has a close working relationship with our local authority area SENCo who can advise us how to support your child and when/where we can seek support from other specialists to ensure we get the appropriate support to care for your child.
- We track children's progress in the seven areas of learning and development of the Early Years Foundation Stage so that we can monitor the levels at which children are achieving. This helps to identify areas within our curriculum that we need to improve or focus on as a group or with individuals.

How our setting creates learning and development opportunities for individual children with SEND

- At Little Avenues Pre-school we treat each child as an individual, their key person plans according to their developmental and health needs and uses their current interests to achieve next steps and introduce new experiences.
- Your key person will carry out a baseline assessment in the three prime areas of development to ascertain a starting point to decide on their next steps.

- Practitioners carry out observations in the setting and welcome all input from home. This provides essential information to enable appropriate learning and development opportunities for your child. This is recorded on Tapestry which is shared with you.
- Your key person will meet with you throughout the term where you can provide feedback about how you feel your child is progressing and provide information about your child and their interests.
- At pre-school we have regular staff meetings to discuss all aspects of the care and learning we are providing. The quality improvement and monitoring tools ensure that we are constantly reflecting on practice and maintaining a high quality, safe learning environment.

How our setting works in partnership with parents/carers

- We realise that early support is paramount in how we differentiate the learning environment and activities for individual children. We feedback to parents on a daily basis either verbally at the end of the session or in the home-school diary to share your child's achievements. Our open door policy means that you are welcome to speak to any of the team at any time to share information.
- We schedule meetings with you initially to compile a one plan and then regularly review this with you to adjust targets and feedback on progress.
- We will meet with you and other agencies to ensure that we are part of the wider support network. For example; health visitors visiting the pre-school and home to improve the home school environment.
- Through our weekly newsletter and information board we signpost parents to local and relevant support groups and training opportunities.

How our setting supports the wellbeing of young children with SEND

- Little Avenues has a clear policy to promote positive behaviour. We believe that children flourish best when they know how they are expected to behave and when they are encouraged to respect themselves and each other and express their emotions through play and discussion.
- We work with families and other professionals to support the children to be able to manage their own behaviour through self-management. We support children to develop the skills, knowledge and attitudes to become autonomous in making good judgments and choices in relation to others and social skills, such as negotiation and problem-solving.
- Little Avenues has a clear policy and recording system for administering medication. We attend necessary training required.
- Little Avenues Pre-school believes that the health and safety of children is of paramount importance. Rigorous risk assessments of the environment and activities are carried out to minimise the hazards and risks to enable the children to thrive in a healthy and safe environment.
- Where necessary individual health care plans and individual risk assessments are completed to provide a safe and accessible environment and the appropriate care for individual children.

Specialist services and expertise accessed by our setting

- The preschool has a close working relationship with our local authority area SENCo who can advise us how to support your child and when/where we can seek support from other specialists to ensure we get the appropriate support to care for your child.
- We work closely with professionals from Speech and Language Therapy who can advise us how to support children's language and communication difficulties and suggest suitable activities to progress their development.
- We work with many other professionals such as health visitors, physiotherapists, specialist teachers, family support key workers, educational psychologists to provide appropriate support.

- Speak to your key person or Theodora our SENCo if your child is seeing any professionals and with your permission we will liaise and work with them to ensure we get the appropriate support to care for your child.

How our setting includes young children with SEND in community based activities and outings

- All children are included in all parts of the pre-school's curriculum including visits off the pre-school premises.
- We risk assess all aspects of the pre-school to ensure that all activities and outings are accessible and safe for all children.
- We regularly reflect on what we do at the pre-school so that we are continuously making improvements to the environment and activities to extend the children's learning and experiences.

Our accessible environment

- Little Avenues is based in a bungalow in the grounds of Broomgrove school. The building has wheelchair access and accessible toilet facilities.
- Our Equality Needs Co-ordinator (ENCO) Claire completed an access audit and we meet regularly to reflect and monitor the environment and children's needs so that we can make adaptations and changes to extend children's learning and development.
- We use visual prompts and visual timetable and Makaton to support children with language and communication, empowering them to participate and achieve success and independence.

How our setting prepares and supports young children with SEND when joining the setting and when transferring to another setting or school

- Prior to first starting at Little Avenues you and your child will be invited to visit the setting so that we can get to know your child. Your child will be assigned a key person who helps ensure that your child's learning and care is tailored to meet their individual needs.
- If necessary in consultation with yourself and other professionals involved with your child, we will try to ensure that the appropriate equipment will be in place to make entry into pre-school as smooth as possible so that they can access all areas and activities.
- We work closely with local schools to support your child during this transition; for example, teachers from the local schools visit the pre-school to read stories and meet the children.
- We have access to the school fields and playgrounds to extend children's learning.
- If your child requires extra support or has specific requirements we will work with you and other professionals working with your child to share information with the relevant school. A meeting will be set up with you, the school, other professional and ourselves to discuss the best way to move forward for your child and make the transition as smooth as possible for your child and your family.

How our setting organises its resources to meet the needs of young children with SEND

- We carefully assess, monitor and review your child's individual needs and interests. Resources are then allocated so that they can have full access to the equipment and activities in all areas of learning.
- When necessary with your permission we can involve our area SENCo who can help us access any available funding to support your child.

How we decide on appropriate support for young children with SEND

- You and your child would be the central focus around what type and how much support is accessed.

- Through observations and assessment your child's key person will discuss with our SENCo whether your child will benefit from additional support. When necessary extra support is promptly put into place and this is reviewed regularly to learn what impact the support has had on your child's learning and development, and what should be put in to place next.
- With your permission we can involve our area SENCo who can help us access the appropriate professionals and any enhanced support.
- At all times we are committed to ensure the genuine involvement of your child and you in decision-making through a process of person-centred planning to enable you to make informed decisions and we will support you in any way that we can.

How we involve all parents/carers in our setting

- We believe that children benefit most from parents and practitioners working in partnership and this results in a positive impact on children's development and learning. We promote person centred planning by starting with the individual and listening to the views, wishes and feelings of your child, you and their family.
- Parents/carers are welcome to come into pre-school at anytime to speak to the team and to see what their child is doing.
- Our weekly newsletter keeps you up-to-date with what is happening in the pre-school and the home-school diary means we can communicate directly with you about your child's day.
- We have a book sharing scheme that all children and their families take part in.
- Parent/carers are welcome to help at sessions or come into share special events and festivals.

Who to contact for further information

- Please contact the manager Jane or our SENCo Theodora to discuss your child's needs and ask any questions. We will arrange for you and your child to visit the pre-school so that you can see our setting and meet the staff and spend time talking about any concerns and questions you have.
- Contact details - phone 07895 180207, email littleavenues@hotmail.co.uk