**Churchinford Pre-School Local Offer**

For children with Special Educational Needs and Disabilities (SEND)

*Accessibility :*

Churchinford Pre-School has its own building behind the village Hall in the Centre of the village, next to the car park. We are in a small village and have a local shop, community field, playparks and a Post Office.

We have enclosed front and rear gardens, the front door is accessible by the rubber mulch which is gradually graded to make easy access.

Community links.

We make visits to the nursing home where the children sing and make art work for the residents, we go to the shop to buy our milk and healthy food for snack time.

*Individual Children and Their Learning*

There is a cycle of observations, assessment and planning. Using this and your 'Child's Personal Pathway, this identifies your child's next step in learning in each of the Early Years Foundation Stage (EYFS) seven areas of learning. All staff are extremely experienced with differentiating activities to an appropriate level for each child.

Staff continually monitor and ensure that all activities are inclusive and the environment supports all children's needs.

*Identifying Special Educational Needs:*

Each child is allocated a Key Person who develops a relationship with the child and their parents. All children are observed and their progress documented in the 'Child's Personal Pathway' using the 'Development Matters' from the EYFS. This enables us to assess your child's ongoing achievements and plan for your child's next steps in learning.

If there are any concerns about your child's development then this can be discussed with your child's Key Person or our Special Educational Needs Coordinator (SENCO), Heather Taylor.

Heather regularly attends SENCO meeting’ s to Devlope knowledge and recieve updates.

The setting also has support from outside agencies the area senco team , speech and Language and the visual Team.

If your child's Key Person identifies any individual needs or concerns with your child's development they will discuss this with you and our SENCO. Support will be provided within the setting to support your child's learning and development. Advice will be sought if necessary from other professionals with your permission. Additional support will be requested if necessary.

If your child has attended appointments with another professional then these reports are discussed and any further advice sought from the Area SENCO, with permission for you. A further Support Plan drawing together information from parents and professionals will be developed with specific short term achievement goals and suggestions on how to achieve these goals. This will be implemented by all staff in the setting.

*Working with Parents*

Staff are always available to discuss your child's progress or concerns. It may be difficult to discuss these at busy drop off and pick up times, so an appointment can be made to discuss your child with your child's Key Person or the Manager/SENCO.

Newsletters are sent home regularly.

*Support for your child's overall wellbeing*

Our friendly practitioners offer a welcoming environment and are positive role models. Nappies are changed regularly and as required, after check or change a log is recorded. children are encouraged in their own independence in toileting and handwashing. Personal Health plans can be adopted if necessary and staff given appropriate training for medical needs. Medical permission forms are completed if staff are required to administer medication. All medication must be in a bottle prescribed by a doctor and the expiry date and batch number will be recorded. You will asked to sign the form following the administration of medicine.

We are aware that at times children may display difficult behaviour. We will manage behaviour in an appropriate way and work with parents to provide a consistent approach using a Behaviour Support Plan.

*Trips*

All visits and trips are risk assessed to include all of our children. Parents will be invited to attend visits or trips to ensure high adult/child ratios. Also children and staff wear high vis jackets. Regular fire evacuation drill as carried out to ensure all staff and children understand the procedure .

*Transfer to another setting or school*

A transition document is prepared for all children moving to another setting or school. Practitioners from the other setting are welcome to visit the PreSchool to meet your child and form an additional transitional plan with staff and parents. It is essential for all children to have a smooth transition to their next setting and this may be harder for children with SEND. Transitional meetings or a School entry planning meeting between all involved professionals may be required.

*How can Parents be involved in the Pre-School*

We are a committee run pre-School, all parents are encouraged to join the committee and attend termly meetings. Without a committee the Pre-School can not run. As our preschool is charity run we also welcome involvement with fundraising, such as the farmers market 3 times a year. We have a cleaning rota for parents to clean the Pre-School which is displayed on pre schools wall, each parent takes their turn as it would not be financially viable to employ a cleaner . Any green fingered volunteers are always welcome to help maintain the gardens !!

Staff

Andrea Gibbs Heather Taylor

Helen Retter Gemma Thompson & Kelly Stamp

*Who to contact for further information*

All enquiries can be made to one of the pre school Team members , Tel: (01823) 601309 or by email at : churchinfordpreschool@btconnect.com