

SEND Local Offer

How do we identify if a child needs extra help

We encourage parents/carers to share any concerns for their Child's development with us. Initially we will use information from home and observations of your child at play to ascertain a baseline level of development. Predominately in the three prime areas of learning; Personal, Emotional and Social, Physical and Communication and Language. We monitor progress during the term, and either a two year old or an end of term analysis summary is shared with you. We also complete ECaT (Every Child's a Talker) monitoring to assess every Child's speech and language development in their home language.

How does Kingsway support a child with SEND?

We have two trained and experienced SENCO's in the group. Key workers will attend any specific available training for a child in their key group with SEND. All staff undertake relevant training as required and available. We work closely with our Area SENCO and other professionals in creating Individual Support Plans - ISP for your child and with your involvement set specific targets to support your Child's development and individual needs, these are reviewed every 6 weeks. If we consider 1:1 support is required for your child we will apply with your cooperation and consent to Early Years using an Early Help Assessment- EHA. We have a wide variety of resources to support children and will modify, make or seek resources as required. We use visual support systems in the setting for all children. We use simple makaton signing and staff have been trained to use Picture Exchange Communication System - PECS.

How does Kingsway work in partnership with parents/carers?

We work in close partnership with parents and carers and you can ask to speak with your Child's key worker at any time. Your Child's online Learning Journal can also be seen at any time and this will give visual evidence of your Child's development in the setting. We encourage your input in this, and welcome any observations, photos, drawings etc from home which you can add to their learning journey. An analysis summary is shared with parents at the end of each term; this will include next steps for learning and development in one or more areas. For children on ISP's parents/carers are required to attend and implement in reviews, similarly we will attend meetings or provide any reports/documentation required by other agencies. For Parents who are not able to attend the setting on a regular basis we can arrange a mutual time for meetings or send information home via letters or email. We send out home learning bags - these are tailored to help meet next steps/ISP targets or simply to encourage and consolidate a newly acquired skill. Once per term we offer parent/carer workshops which are based on an area of learning and development in the Early Years Foundation Stage - EYFS

How accessible is Kingsway Preschool?

We offer an open door policy for families who wish to come and visit us and see what we offer. The Church Building and garden are wheelchair accessible; however the main room is located on the first floor. Children are supported by adults when using the stairs; children with SEND are given 1:1 assistance. There is a disabled toilet on the ground floor and a nappy changing area. On the first floor there are 2 toilets designed for the children and nappies are changed on a designated changing mat. Our literature is produced in English; we will seek to find a translator such as a family member who speaks English to assist us when a family has English as an additional language in understanding our procedures and day to day running's. There is ample street parking and we are close to main bus routes.

How does Kingsway support the safety and wellbeing of children with SEND?

Policies and procedures cover all aspects of Safety and a full set of policies can be found on our website or read in setting. Daily risk assessments are undertaken for both rooms and garden as well as individual risk assessments for trips out. Parental consent is required for trips and we appoint high adult ratios of 1:2 or 1:1. On whole group trips Parents/carers are invited to attend. Care plans are made with the help of medical professionals if required. We have a clear Policy for the administration of medication for children with long term medical needs or with allergies and staff undertake training as required. We have an allergy board on display. All staff are 1st Aid trained and attend safeguarding training.

Specialist services and expertise accessed by our setting

We work in close partnership with our Area Senco and with her help we will always seek to find expertise and specialist support when what we offer is not enough. We have a wide range of literature which can signpost and support parents/carers. We welcome Speech and Language Therapists, Educational Psychologists and other professionals to the setting in order for them to observe the children in a play environment and their reports and plans are used when setting ISP targets. Further information can be found in a parents and carers guide using this link. <https://www.gov.uk/government/publications/send-guide-for-parents-and-carers>

How do we prepare and support children with SEND during Transition? (Either joining us or moving on to another setting/school)

Our open door policy enables children and their parents/carers to visit us before they start at Kingsway. For Children with SEND we especially encourage this in order for your child to be completely happy and familiar with the setting and staff. During these visits vital information such as likes and dislikes can be shared and attunement with their key worker/1:1 support will begin to establish. We offer parent/carer induction meetings at a time suitable to both parties at the setting or can offer a mutually convenient home visit. For Children moving on to another setting we will arrange with the new setting for some visits with their key worker, again for information to be shared; including the learning journal and

for the new key worker to begin to attune with your child. They would also be welcome to visit us and your child.

We endeavour for all Children due to start Reception school to have visits to their school and we will provide the school with copies of ISP's, one page profiles, end of term analysis summaries from their learning journals, and ECaT monitoring. We have a variety of resources to support the transition to school; Photo books of local schools and teachers, school uniform dressing up, PE sessions etc. For children with SEND who are having ISP's our SENCO will apply to the local authority for an Education, Health and Care Plan - EHC. The process, yours and your Child's views and your involvement will be fully discussed well in advance of starting school to ensure the final plan is in place to fully support your child and their needs.

Contacts for further information

Manager - Karen Phillips/Sarah Moore SENCO's - Karen Phillips & Sonia Symons

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