



## **Supporting children with Special Educational Needs and Disabilities (SEND)**

### **Policy statement**

We provide an environment in which children with special educational needs and disabilities (SEND) are supported to reach their full potential.

- We have regard for the Special Educational Needs and Disability Code of Practice (2014).
- We have in place a clear approach for identifying, responding to, and meeting children's SEND<sup>1</sup>.
- We support and involve parents (and where relevant children), actively listening to, and acting on their wishes and concerns.
- We work in partnership with the local authority and other external agencies to ensure the best outcomes for children with SEND and their families.
- We regularly monitor and review our policy, practice and provision and, if necessary, make adjustments.

### **Procedures**

We designate a member of staff to be the Special Educational Needs Co-ordinator (SENDCO) and give her name to parents.

Our SENDCO is: **Nikki Atkins**

- The SENDCO works closely with our manager and other colleagues and has a shared responsibility for the day-to-day operation of Supporting Children with Special Educational Needs Policy and for co-ordinating provision for children with SEND.
- We ensure that the provision for children with SEND is the responsibility of all members of the setting.
- We ensure that our inclusive admissions practice ensures equality of access and opportunity.
- We provide a broad, balanced and differentiated curriculum for all children.
- We apply SEND support to ensure early identification of children with SEND.
- We use the graduated approach system (assess, plan, do and review) applied in increasing detail and frequency to ensure that children progress.

- We ensure that parents are involved at all stages of the assessment, planning, provision, and review of their children's special education including all decision-making processes.
- Where appropriate we take into account children's views and wishes in decisions being made about them, relevant to their level of understanding.
- We provide parents with information on local sources of support and advice e.g. Local Offer, Information, Advice and Support Service.

**Family Information Services -0116 305 6545 [www.leicestershire.gov.uk](http://www.leicestershire.gov.uk)**

- We liaise and work with other external agencies to help improve outcomes for children with SEND.
- We have systems in place for referring children for further assessment e.g. Common Assessment Framework/Early Help Assessment and Education, Health and Care (EHC) assessment.
- We provide resources (human and financial) to implement Supporting Children with Special Educational Needs Policy.
- We ensure that all our staff are aware of our Supporting Children with Special Educational Needs and Disability Policy and the procedures for identifying, assessing and making provision for children with SEND. We provide in-service training for practitioners and volunteers.
- We raise awareness of our special education provision via promotional materials.
- We ensure the effectiveness of our special educational needs and disabilities provision by collecting information from a range of sources e.g. action plan reviews, [staff and management meetings,] parental and external agency's views, inspections and complaints. This information is collated, evaluated and reviewed annually.
- We provide a complaints procedure. (Please see Making a complaint policy)
- We monitor and review our policy annually.

**Further guidance**

- Early Years Foundation Stage Statutory Framework (DfE 2017)
- Working Together to Safeguard Children (DfE 2015)
- Special Educational Needs and Disability Code of Practice (DfE & DoH 2014)
- Guide to the Equality Act and Good Practice (Pre-school Learning Alliance 2015)
- SEND Code of Practice for the Early Years (Pre-school Learning Alliance 2014)

**I have read & understood this SEND policy adapted by Ullesthorpe Pre-School and understand that Safeguarding is the responsibility of all staff & committee members.**

This policy was adopted by: Ullesthorpe Pre-school			
On	5 <sup>th</sup> May 2021	Date to be reviewed:	April 2022
Signed on behalf of the provider		Name of signatory	
Role of signatory (e.g., chair/director)			

<b>Designation</b>	<b>Name</b>	<b>Signature</b>	<b>Date</b>
Manager			
Deputy Manager			
Nursery Nurse			
Nursery Nurse			
Secretary			
Treasurer			
Member			
Member			
Member			