

ABC PRESCHOOL

Akeman Street Baptist Church, Akeman Street, Tring HP23 6AA : 07510 372073

SPECIAL EDUCATIONAL NEEDS POLICIES AND PROCEDURES

Our Preschool aims to have regard to the DfES Code of Practice 2014 on special educational needs (hereinafter referred to as SEN), the Equalities Act 2010, and the guidelines supplied to private and voluntary providers of pre-school education. We are committed to the integration of children with SEN and believe that they have a right to be educated and develop to their full potential alongside other children. We aim to provide a welcome, and appropriate learning opportunities, for all children.

- Children with SEN are admitted to the Preschool after consultation between parents, the Preschool leader, the Special Educational Needs Co-ordinator (SENCO) and any advisory services already involved.
- Our aim is to provide for the developmental needs of each child in the group.
- All children in the group, irrespective of their SEN, are encouraged wherever possible and appropriate to participate in all the group's activities and take a full part in the Early Years Foundation Stage, progressing towards the Early Learning Goals set out for this age group.
- Any child with a SEN will have a SEN Support Plan in place, which operates in conjunction with parents, and the advisory teacher service when involved. The plan is based on observation of the child's needs and monitoring of progress.
- The needs and progress of children who have a SEN are monitored by their keyworker along with our group's SENCO
- Our keyworker system ensures that each adult is especially responsible for, and close to, a small group of children, so each child receives plenty of adult time and attention. When considered appropriate, any child with identified SEN will have a one to one learning support assistant.
- We work closely with the parents of all the children in the group to ensure that -
 - the group draws upon the knowledge and expertise of parents in planning provision for the child.
 - the child's progress and achievements are shared and discussed with parents on a regular basis.
 - parents know the identity of the group's SENCO
 - parents are aware of the arrangements for the admission and integration of children with a SEN.
- If it is felt that a child's needs cannot be met in the Preschool without additional personnel and/or equipment, funding will be sought to ensure that provision is appropriate to the child's needs.
- An Educational Health Care Plan may be available through Hertfordshire County Council. We will help and support families in the application process of this if needed.

- We work in liaison with relevant professionals and agencies outside the group to meet children's specific needs.
- Our staff attend, whenever possible, in-service training on SEN issues and practice.

Procedures to show how the Special Educational Needs – Policy and Procedures are implemented.

The name of the SEN coordinators

- Anne Clarke and Gill Brownell

Arrangements for the assessment of individual children.

SEN Support Plans are based on observation of the child's needs and progress. Where appropriate these are overseen by the child's advisory teacher and/or other outside agencies such as Health Visitors, Speech and Language Therapists and Children's Centres. We also liaise with the Area SENCO employed by Herts County Council, who may visit to offer support.

The SEN Support Plan is reviewed approximately every 6 weeks by our SENCO and Preschool leader. All SEN Support Plans are discussed with, and copies given to, parents.

Record-keeping systems for children with SEN.

A register is kept of children with SEN together with personal details and copies of reports and observations relevant to the child's attendance and progress at Preschool. We will prepare an Individual Assessment and Early Learning Development Plan (IAELD) where required and with the parents' permission; for each child identified as having SEN, which with the family will be used to plan for their progress and inform other professionals working

The way children with SEN will be offered a broad and balanced curriculum.

Curriculum planning is based on observation of the child's needs and monitoring of progress. Children with SEN are encouraged to participate in all aspects of the Preschool curriculum (EYFS) and allowed to take part in all activities, with extra assistance provided where necessary and adjustments made when possible.

The way resources within the group's budget will be allocated to SEN work

If it is felt that a child's needs cannot be met in the Preschool without additional personnel and/or equipment, funding will be sought to ensure that provision is appropriate to the child's needs. If funding cannot be secured, that matter will be brought before the committee. We will endeavour to hold a SEN fund to help pay for additional staff/resources in these instances. Parents may wish to contribute to this fund on an entirely voluntary basis. Contributions to this fund will not be sought directly from parents.

Links between the Preschool and external support services, including the local authority and voluntary organisations

ABC Preschool has good links with Goldfield Nursery, Dundale Nursery, Grove Nursery and the Hertfordshire Advisory Teacher Service and would seek further advice from other organisations as appropriate for the child's individual needs.