

# The Local Offer

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Name of Setting: Gooseberry Bush Nursery

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Name of person to contact: Camilla Wakefield

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## *My child has SEND. I would like to look around. What do I need to do?*

Please feel free to telephone the setting to make an enquiry, or send us an email if this is more convenient to you. This will enable you to ask the setting any questions you may initially have. The nursery offers an open door policy where you are welcome to come and view the nursery at a convenient time for yourselves. You are also welcome to make an appointment if you prefer. Please bear in mind that lunch times may be busy and you may not always get the best from your visit during this period.

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## *How will my child and I be made to feel welcome and how will you get ready for my child coming?*

We pride ourselves in having a Positive Partnership with all parents and carers. We welcome all families and their children into the setting with a very warm and friendly welcome. Usually you will be greeted by a staff member at the door and be offered a "show round" so that you can view the setting with us. We will provide you with a parent pack (providing background information/costs/sessions/an application form and regulations). We will be happy to answer any questions and concerns you may have as you view the nursery with us.

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## *How accessible are your premises?*

The Gooseberry Bush nursery is a two storey building, access into the nursery is made from the front of the building. If the front of the building was not accessible to you, the back door may be more convenient. We usually advise parents to park next door in the memorial gardens car park.

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## *How will you keep my child safe?*

"Extracts taken from our most recent Ofsted Inspection Report February 2014" "Children are effectively safeguarded. This is because practitioners have a secure knowledge and understanding of what they need to do should they have any concerns regarding a child in their care. Robust procedures are in place for any eventualities regarding the safety of children and if there are any concerns regarding the suitability of practitioners. Clearly written and robust policies and procedures for dealing with any concerns are successfully embedded in practise. Practitioners regularly undertake training to ensure all current practice is effective" The nursery operates a security fingerprint system which is accessible by staff and parents who register into the system allowing easy access to the building, however visitors are required to ring the door bell and wait to be greeted. Ratios are maintained at all times as below: 0-2 year olds 1:3 2-3 year olds 1:4 3-5 year olds 1:8 All staff are trained in Paediatric First Aid (including EpiPen training).

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## *How will you communicate with me what my child has done, enjoyed and learnt?*

Each child has a designated key person, who will care for your child on a daily basis. Your child's key person will be your main point of call to share and communicate about your child. At the end of each session you will receive verbal feedback regarding your child's day, and for children under 3 years you will receive a daily diary sheet. We hold regular parents evenings and encourage you to share children's achievements and interests from home to support learning within the setting.

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## *How do you work with other professionals?*

As a setting we work closely with other professionals. We have supported children that received support from the Hearing impairment team and Speech and language therapists. We also work closely with Health Visitors who we are able to phone if necessary.

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## *What training have you/your staff had in SEND?*

I am the setting's new SENCO and will be completing training with the Local Authority in the next month. Updates are provided through information shared by our Area SENCO. The staff team have attended 'I Can' - Early Talk Accreditation in May 2011 and passed with 89%.

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## *How will you adapt play opportunities for my child?*

Each individual child within the nursery is unique and learns and develops at their own rate. Activities and opportunities are adjusted to support children's individual needs. All children have the opportunity to access everything on offer within the setting.

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## *How will you get ready for my child going to his/her new school?*

We will discuss transitions with yourselves, and encourage pre-visits to the new room, where the children can initially spend time visiting their new room and key person for a short period of time. Completed Transition forms will also support to help us share information between rooms. There is the opportunity for parents to chat with new staff members and visit the new room with their children. When children are preparing for school we again will work closely with yourselves, other professionals and the child's future school. We aim to help provide a smooth transition between rooms/settings. A "transition to school" form will be completed and given to your child's future school. We also arrange visits for the children to go to their new school and the teachers to come and visit the children at the nursery.

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## *How will you and I know how my child is doing and how will you help me to support my child's learning?*

The nursery follow the EYFS, EYO (Early Years Framework and outcomes) which supports all children through their learning and development. Each child has a Learning Journey which will be used to track your child's progress, learning and achievements. Many children with SEND may also have a Therapy plan and Individual Learning Plan to support their individual learning. When your child first joins the nursery, their key person will observe them for approximately 6 weeks and complete an Early Assessment Review (EAR). This will provide us with a starting point regarding the stage of development your child is at, and help us to support and develop their 'Next Steps'. Should your child attend Nursery when they are 2 years of age, around this time we will complete a "Two Year Old" development check. We will ask parents to complete "what my Child likes to do at home" forms regularly, and ask parent's to share children's interests and support next steps in learning, whilst sharing ideas between home and nursery.