

The Local Offer

Name of Setting: Stoneygate School

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Name of person to contact:

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

Telephone or email the number above to arrange a visit. Stoneygate School is a small privately owned fee paying preparatory school taking boys and girls from the ages of 3 up to 13. Pre-school offer specialist teachers in P.E, Dance and Music on a weekly basis. All parents and children are welcome to come and visit the pre-school which is situated in the courtyard of the beautiful grounds of Stoneygate School. You can meet the staff to discuss the needs of your child and witness the setting in action. We accept children in the term in which they are 3. Either September or January. Summer term entry is on availability only.

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

We aim to provide a friendly and welcoming environment to all. Prior to starting pre-school there is a Saturday induction morning followed by a visitor session where you can leave your child or stay with them. There are drop in sessions every term and we positively encourage new parents to call in if passing by to help familiarise the child with the environment. You will be asked to fill in a 'getting to know your child' questionnaire before starting in pre-school.

How accessible are your premises?

Stoneygate School is partly sited in an old manor house with extensive grounds. There is a large off road carpark. The pre-school is situated in the old courtyard and has a secure play area. There is limited wheelchair access and no disabled toilet facility in our area. It is preferable for the children to be toilet trained as there are no changing facilities for nappies.

How will you keep my child safe?

The children are supervised on a 1:6 ratio by mature and experienced staff. All staff on the premises have full and relevant DBS checks in accordance with government guidelines. Our doors are locked during session time and have number coded key pads. Children are greeted every morning by a member of staff and handed over at the end of each session to parent/named person with signed permission to collect. There are staff trained in paediatric first aid and basic first aid as well as a full time matron on the school premises. Regular safeguarding training is carried out within the school for all staff.

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

The staff are available on a daily basis to talk to. While all staff look after all the children on a daily basis, the key person is responsible for recording development in an individual Learning Journey. There are key person meetings in autumn and spring to discuss progress in more detail and a progress summary provided every 6 months. There is a newsletter on the website every week giving a small overview of some of the activities that the children have enjoyed. Planning and daily routines are placed on the notice board along with the lunch menu. Each child has a pigeon hole in the cloakroom to put any messages, school letters or 'work' that they have done.

How do you work with other professionals?

Our setting based SENDco has worked with the visual impairment team, autism outreach, educational psychologist and speech and language specialists - both private and NHS. We welcome the advice and input from other professionals and take guidance from them to support the child. We attend review meetings with health visitors and other professionals if required. We access SEND support from the local authority and SENDco support meetings are attended every term.

What training have you/your staff had in SEND?

• Full SENDco training. • Speech and Language development. • Every child a talker. • Purposeful, meaningful play. • Autism training. • Psychotherapy. • Makaton. • Behaviour management. • Sensory.

How will you adapt play opportunities for my child?

Experienced mature staff will be able to differentiate the play activities provided depending on the age and stage of development for each individual child. Further resources will be sourced if needed.

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

Transition is a strong point at Stoneygate as once attending the children become familiar with their surroundings and the staff within the school. Specific transition visits to the reception area are organised throughout the summer term and the children have the opportunity to eat with the bigger children and play out with them. In the instance of a child going to another school or specialist provision then the SENDco will meet with the receiving school and give as much information as possible. Visits with the parents and child will also be arranged.

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

Regular assessments are carried out throughout the year. Daily observations by the staff and regular staff meetings help plan for each individual child. A progress tracker for each child will also show areas of development that may need support. Daily contact between staff and parents ensures that we all work together in the child's best interest. These documents will be shared with you at Key person or review meetings enabling us to plan ahead and support each other and your child.