

The Local Offer

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

Contact me via my website , facebook page , in person, email or telephone I have an answer phone so please leave your name and number and I will get back to you as soon as possible . We will then have a brief discussion about my setting and your child's needs to ascertain whether the setting is suitable for your child as per our admission policy . All families are then invited to visit the setting at a mutually convenient time to have a look around meet myself and my assistant and see how the children play and interact, it is usually best to bring your child with you so you can see how they feel in this environment but if that isn't possible we can have a chat about your childcare requirements and more in depth chat about how I can support you and your child and then you can arrange to bring your child another time . A welcome pack is given or can be emailed to you giving you more information about the setting and the types of things we do My policies are available for downloading on my website, can be emailed to you or a folder of them is in the setting for you to read . If you feel the setting is suitable for your child we will then discuss settling in visits to make the transition a pleasant one for you and your child. Parents are invited to visit the setting with their child as many times as they feel necessary prior to leaving their child in my care , this differs between families and is tailored to suit each individual child . I send home child's interest sheet which parents update termly with the child preferences at home toys they enjoy family time cooking etc and my child's week form which parents fill in with the child's routines and activities for the week ie grandparents house, swimming, dance, football clubs etc

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

Together will decide on settling in visits and through these visits I will get know your child and their individual needs ,routines, special diet , the things they like , songs, games, pets , family etc . we will talk about anything your child dislikes or fears they have. We welcome the whole family to the setting or when we organise a social event please feel free to bring, siblings aunts, uncles grandparents etc I will give you lots of paperwork contact details, consent forms, contract and an 'all about me' booklet which together with your child you can fill in , it has things like their favourite foods , favourite toys , what they like to do during the day , anything they don't like any ways I can make their day more enjoyable. There are pages for you to write information and pages for your child to draw pictures if they wish . this knowledge helps me prepare for your child's first days by creating an environment with familiar and comforting things . We will discuss your child's specific medical needs where appropriate and I will listen to any concerns you may have Working with an assistant means that during the settling in periods children are given one to one attention until they feel confident with their peers We have a self registration board which has all children photos so they can sign themselves in and out we have a birthday board which has the child's photos and a flower with all children's pictures on so all children get a sense of being at home . we encourage parents to share achievements from home on our wow moment sunflower , leaves are sent home for parents to fill in more information about these are given in the welcome pack which is emailed to you along with details of the EYFS and child's learning journey is relevant .

How accessible are your premises?

There is a step to the front door and the front door is raised To the back of the property there are double patio doors with a small step but a ramp can be used if necessary There is a downstairs toilet but this would not be wide enough to fit a wheelchair into but the toilet and hand basin are quite low and a step is provided if needed. The garden has 2 levels the patio is at the house level accessed via the lounge patio doors , and the grassed area is up 3 large steps with a handrail to help the children go up them. The toys are rotated so all children can access them we often have the slides and bikes etc on the patio especially in the winter months as it is under a canopy

How will you keep my child safe?

I have a number of policies which go into a lot more detail for safeguarding children including child protection, medication, health and safety , sickness , allergies, equal opportunities, equipment , outings, risk assessment, behaviour management , whistle blowing, use of social media websites, confidentiality , use of mobile phones, cameras and recording devices which enable me to keep your child safe , if you wish to have a copy of my policies emailed or wish to read them in the setting please feel free to contact me Myself , my husband and my assistant have DBS checks any regular visitor to the setting or students doing their work experience will have DBS checks. Visitors, members of the early years team, Ofsted, work men are asked to show their ID and sign in and out , generally I arrange for workmen to come after my working hours to ensure children's safety remains priority but if I can not do that I use a reputable company and always have my assistant present . I do regular training in safeguarding and keep up to date with current

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guidelines. I risk assess the activities and equipment and do visual checks on them I have first aid training which is updated every 3 years Because I set the toys out myself at the start of and during each session I am able to see if toys are broken so can dispose of them immediately and together with my assistant when we are playing with the children we can see if something gets accidentally damaged so can mend or dispose of it I have an assistant who can work together with me to ensure all children are given extra supervision and support Pushchairs can be hired for children with conditions affecting their mobility or parents can leave me with their pushchair Car seats are age and height appropriate and special car seats can be hired from 'the in car safety centre ' or parents can leave their car seat with me . I have food hygiene training I have smoke alarms , practise regular fire drills and have visits to the local fire station to help promote fire awareness from a young age. We have police and road crossing patrol visits to learn about safety when out of the setting.

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

I believe the 2 way flow of communication between myself and parents is essential to the child's development and happiness here . I value your input into the child's learning journeys and in ways to help your child progress so I have an open door policy feel free to stay for a morning to share toys and activities with your child , share a skill with the rest of us like singing , reading, facepainting etc , join us on days out . I organise many social events , play and stays so we can have informal chats about your child , milestones etc it is also good to talk to the other parents as the children become very close here its nice to learn who they are playing with and what they enjoy doing. We have online learning journeys so parents can access this at home and add pictures and information about the child at home and you can track your own child's progress following the EYFS framework at home. I have a closed invite only facebook group which I can share photographs of your child's day so while you are your lunch break you can log in and see what we are up too. This is also where I share planning and upcoming events . I have a weekly planning sheet on the wall , a visual timetable so children and parents can see what we have done throughout the day on the wall next to the door so this can be used as a tool to encourage communication at home about the child's day and a daily activities sheet on the wall by the door states meals , activities extended learning etc . I verbally hand over at the end of each session A daily diary is filled in with your child's routines, activities meals throughout the day A communication email can be sent daily or weekly just let me know which you prefer Online learning journeys allow you to see your child's achievements instantly , if the child is outside of EYFS age the online learning journey tools can still be used to share photographs and information more information about this can be given and demonstrations of how it all works if necessary

How do you work with other professionals?

We have strong links with local pre schools and primary schools I ask for written consent to share information with your child's other childcare setting. At two of the playschools we attend stay and play sessions so children get to know the environment and staff , if they are due to start pre school this helps their transition . In partnership with parents I am happy to liaise with other professionals, outside agencies that are involved with your child. I share concerns with parents and can help them get further advice from a GP, health visitor , speech and language therapist , other relevant professional and I am happy to speak to them for advice and guidance for the child in my setting after the initial discussion between the parents and the professional .

What training have you/your staff had in SEND?

I have an NVQ level 3 and have attended numerous courses across the spectrum . I understand and adhere to continuous training. I have a wealth of experience nearly 20 years in childcare in various settings . I have worked with autism, adhd , downs syndrome , development dysplasia of the hips , hard of hearing, speech and language delay I am happy to access specific training to benefit the needs of your child and develop my knowledge

How will you adapt play opportunities for my child?

I will discuss the child's individual needs with you and ensure that I am well prepared by risk assessing and adapting the setting to ensure a safe and stimulating environment which your child can play safely and explore . All toys are low level so children can choose their own . we have a wish fish children can choose something they want to do that can not be done right now we can do it next time. I have a choosing board with labels of toys children can pick the label of their choice and then I can get that toy out for them. By using all about me forms and child's interests forms and our two way flow of communication I can plan and prepare based on your child's current interests . The garden is fully enclosed accessible through double patio doors to the low level garden the grass area is up steps I will work with you to identify specialist equipment / toys that would be beneficial to your child. I believe in child led play where I can support and develop your child's individual interests . We attend many social groups and have various groups in to the setting like kimbles music and movement , katyolous sing and sign , melody bear ballet all these can be adapted to suit the children present

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

I work closely with local pre schools and schools and by doing school runs and stay and plays the children become familiar with the

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routines, staff and environment . When the time comes for your child to start pre school I can assist you in finding one that is suitable and can visit them with you and your child if you wish. With written permission I will share your child's learning journey with the child's key person and will chat with the key person at the start and end of each session and pass this onto you so you can see how the child has felt , what they've taken part in , eaten etc . With your written permission I am happy for the pre school / school staff and their SEN co-ordinator to visit us to see your child in a familiar environment and work together on the child's care plan if relevant. We have photobooks in the book corner the children can access showing them all different kinds of settings schools, childminders, pre schools etc this is often extended by us visiting a few settings and taking our own photographs and the children making their own photo books they can look at anytime they want We have role play 'schools' where we dress up in uniforms, get ready for PE, take registers, have circle time , in our mark making area we have books the children can work in pretending they are their school books, we are given lots of old school bags, clothes etc so the children can get a feel for school . Children join me at my own children's sports days, open mornings , cooking days, fairs etc in the school so they are getting familiarised with the environment .

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

By using online learning journeys you can instantly see observations and the EYFS outcomes so together we are continuously tracking progress for your child. I continuously observe and assess children while they play this helps see what the child's interests are , what they can do and how I can plan for their next steps . I continually work with parents by sharing what we plan to do next and include parents ideas as I feel this is beneficial to promote child's learning and development . Alongside the child's online learning journeys we have learning journey folders which have assessments in , photographs of the children involved in activities and children's art work etc this is shared with parents termly or more frequently if parents wish it is available for the children and parents to look through at any time , I value parents input into these learning journeys as much as the online ones so send home stories from home sheets for parents to fill in these can be something the child has achieved or taken part in or helped a family member do etc but they help me see the child's interests at home you are invited to parent carer evenings usually termly but they can be more frequently if parents wish, play and stay Saturdays once a term I hold a social event with a different activity on offer for children and their families to try , active bean club sessions, music and movement , art sessions, coffee morning etc I provide summaries of your child's development termly