

# The Local Offer

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Name of Setting: Thurmaston Village Pre-School

Telephone: 0116 2696406

Email: thurmaston.preschool@hotmail.co.uk

Name of person to contact: Lara Foster or Jayne Bexon

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

Thurmaston Village Pre-school are keen to welcome all families into our setting. You are welcome to visit our pre-school anytime during our opening hours or if you wish you can discuss your requirement over the telephone and we can send you our information leaflet. Our opening times are: Monday: 9.15am-12.15pm Tues, Weds, Thurs: 9.15am-4.00pm Friday: 9.15am-12.15pm If you would like to contact us prior to your visit, please call 0116 269 6406 or email: thurmaston.preschool@hotmail.co.uk On your visit you will be able to look around the room, meet and talk with all staff and have time to discuss your child's individual requirements.

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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 provide a welcoming and friendly environment to all families. We offer an introduction session(s) prior to your child starting, so they can familiarise themselves with pre-school, the staff and other children. Our SENCO and senior staff will be available to talk with parents/carer's about your child's individual requirements. We can then liaise with other professionals to ensure any additional support and/or equipment is ready for your child starting, if required.

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## *How accessible are your premises?*

Our main entrance is at the front of the building, where we have 4 steps leading up to the front door. There is wheelchair/pushchair access at the rear of the building via a ramp. Our room is all on one level with open access to the toilets, including the disabled toilet.

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

Our pre-school is based within Thurmaston Memorial Hall and is set up daily. This allows us to check all equipment at the beginning of each session and gives us the opportunity to adjust the equipment to suit individual children's needs. The equipment used is always age and stage appropriate and additional equipment would be obtained to support individual needs where required. As a shared building, access is strictly controlled. The doors into the main room are locked and the fire exit is alarmed. We have a well-established team, who have many years' experience working with the early years. We have a high staff ratio and for children with SEND requirements we would offer additional support, if required.

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

Our pre-school has a very warm and friendly working environment. Staff are available at the start and end of each session and you are welcome to speak to them at any time. Your child will be given a keyworker to help them settle within the setting and to make observations of their development. You will be able to talk with them at any time, where they will share details of your child's life at pre-school. Your child will have their own learning journey (a folder containing a collection of observations, photographs and work your child has completed) recording their learning and development. This folder is available for you to see at any session and you are encouraged to contribute to this folder as well. We have a private room available for personal/confidential conversations with staff, if required. Our SENCO is available at all sessions and they will keep you informed of any contact with outside agencies. Written reports (progress summaries) are complete every 6 months or as required.

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

We are very familiar with working and liaising with outside agencies and other professionals and have a clear, friendly and open approach. Other professional are welcomed into setting and we work hard to develop a strong working relationship them. Parents are kept up to date regarding any contact with other professionals and outside agencies. All children have an Early Assessment Review (EAR) within the first few weeks at pre-school (this depends on how often they attend). We can then make referrals to the Specialist Teaching Service or other agencies, if we have any concerns about your child's development. This will always be discussed with parents before any referral is made.

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

All senior staff have knowledge, skills and experience working with children with SEND. All of our staff are qualified to level 3, level 2 or hold a diploma in pre-school practice. Our principal Leader/SENCO has appropriate training in the following areas: ELKLAN (speech and Language), oral suction, gastrostomy feeding, diabetes awareness, Autism awareness, paediatric first aid, safeguarding

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and relevant SENCO training. All staff have received safeguarding training, both in-house and external and are qualified in paediatric first aid. Staff have opportunities to continue to develop their own practice.

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

We will ensure that appropriate equipment is available to support all children no matter what their age, stage or abilities. A high staff ratio allows us to support children with play, interactions with children and adults and modelling language. We also use social communication groups and other small group activities to support children's language, social interaction and confidence. Your child's keyworker will also adapt resources and play opportunities as per your child's individual requirements. We will source additional equipment, toys, books and resources as required to suit your child's individual needs.

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

We have excellent links with our local feeder schools. We will set up transition meetings between us and their new school to discuss your child's individual requirements. We will liaise with all the additional agencies involved with your child, so we get a clear overview of their requirements. Transition progress summary reports, current IEP documents and progress tracker sheet, will also be forwarded to the new school.

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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?*

We continually develop interactions with all parents/carers and understand the importance of shared working. We chat daily with parents/carers about your child and how they are doing. We keep parents updated on our current planning, celebrations and themes we are working on via our notice boards and newsletters and parents/carers are encouraged to contribute to these. Each term your child's keyworker will inform you of the next steps they have identified and are working on with your child and ideas on how you can develop this learning at home.