

The Local Offer

Name of Setting: Amanda Anne Curtis

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Name of person to contact: Amanda Curtis

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

Please contact our setting by phone or email, where we can discuss what you and your families childcare requirements are. When our conversation takes place you will be given brief information about our setting and I will answer any of your initial questions. We will then discuss a convenient time where you and your family can come to visit. On your visit, you will be given a tour of our setting, we will start to get to know each other and you will be given an information pack, to keep for your own reference. Within your information pack, you will have general information about our setting, a copy of my most recent Ofsted inspection, a copy of my first aid, safeguarding, Ofsted registration and insurance certificates. Your pack will also contain a copy of our current policies and procedures. You will have the opportunity to ask as many questions as you wish, either on your visit or later, in a way convenient to you. You will also be given a copy of our child record form, which you can take away and fill in if you decide to use my setting.

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

Once you have decided to use our childcare setting, we will work together to arrange some settling visits. These visits will allow you and your child to become more familiar with the setting and will provide myself with quality time to bond with your child and get to know you. I recommend the following visits before your child starts at my setting but I am always flexible, to meet you and your child's individual needs. First of all I advise you to come with and stay with your child for approximately one hour, to help your child to feel comfortable in their new play environments. During this visit you and your child (dependant on age) will be given an all about me booklet, prior to your child attending the setting on their own, this will give me an insight into your child's likes, dislikes, favourite toys and activities e.t.c. You will also be given your contract, permission and medical needs forms, which will need completing before your child attends my setting on their own. We will then work together, so that your child can attend our setting for a few hours, on their own. To help your child settle smoothly, I will set out toys and activities which are of a personal interest to your child and will ask your child to bring with them, from home a favourite toy or comforter. Where possible and if required, I would like to visit your child in their home environment, to aid transition. If your child attends another childcare setting, with your written permission I will make contact and where possible visit your child in their familiar surroundings. If your child has any individual needs which require particular training or extra support, I will work closely with you and any other professionals involved in your child's life. To ensure that they have everything in place, prior to your child starting, so that they are made to feel welcome and can thrive in their new environments.

How accessible are your premises?

Our setting has been adapted so that it is fully accessible and inclusive to children and their parents/carers. We have a large lower ground area of the property, which is open plan and all areas are used for Childminding, we do not use the upstairs of the property.

We have portable ramps for both the front and rear of the property and widen doorways leading into the house. The downstairs of the property is on one level and the free flow layout, allows easy access to the majority of the house. Our garden has been adapted and installed, by a sensory company which specialise in providing unique and inclusive environments. Are garden is on one level and the grassed areas around the play equipment, has rubber safety matting installed. We have widened paths installed, which allow many of the areas to be accessed all year round and allow turning areas for wheelchairs. Our sensory garden, is very tactile and offers many resources which are accessible and of interest to all children. We have sensory plants, a switch activated bubble machine, large mirror, large xylophone, nought and crosses, wind chimes, play house, balancing equipment and a wobble bridge which makes sounds when crossed and can be adapted to children's interests. We are also very lucky to have a mobility people carrier, which has a lock down system for wheelchairs/special buggies and telescope ramps for easy access and transportation. This allows all children to have the opportunity to be able to explore the wider community and experience places of interest to them.

How will you keep my child safe?

My first responsibility and priority is towards the children in my care. I will ensure that I endeavour to keep your child safe from any kind of harm and help build your child's confidence and self esteem. My premises have been checked by Ofsted and it has been acknowledge that they are of a very high standard, as I have received the highest possible grading 'Outstanding', in all areas at all of my previous inspections. My husband and I both have enhance criminal record (crb) checks. Detailed risk assessments are completed and updated regularly, on my settings indoor and outdoor environments and on our journeys when out and about. Medication forms are completed and signed by parents/carers, before medication is administered to children. All medication will be stored correctly, as per guidelines and stored out of reach of children and where possible locked away. I will work closely with each

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child's individual needs, their parents/carers and other professionals, to care for your child in the best possible way, where needed we will work together to devise an individual care plan for your child, which will be reviewed regularly. Child record forms, parental responsibility forms, contracts, individual plans and all permission forms will be completed with and signed by a child's parent/carer prior to them starting my setting. Accident forms and incident forms will always be completed and signed by parents/carers, a hard copy will be given for your reference. I am continually improving my knowledge and understanding by Evaluating myself and setting, attending training, following current legislation and regularly updating my first aid, safe guarding and basic food hygiene courses. I also have very detailed policies and procedures, which ensure the safety of everyone who enters my setting. All parents/carers will receive a copy of my policies for their own reference and a hard copy will always be available for reference, in my porch area of my setting.

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

On a daily basis we will have the opportunity to have verbal chats, to discuss the needs, achievements and daily routine of your child. In addition to these I am available to make time for an informal meeting for you and possibly your child, if appropriate. We can also keep in touch via telephone conversation, text messages or emails. Each pre-school and older child, dependant on their development and communication level, will have their own personal childminder/home liaison diary. The diary will transport with your child, therefore allowing us to add comments, to increase our partnership together, which will help your child's transition between their home environment and the Childminder's setting. Each day your child attends, their diary will be completed and placed in their bags. The information within your child's diary, will help us jointly care for your child and will include the following valuable information, how your child has been feeling, what your child has been experiencing and enjoying, what they have eaten and how much, when and how much milk they have drunk and information about their nappies. Each child will have their own individual learning journey, until they finish their first full year of school, when their learning journey becomes theirs to keep and treasure. Their learning journey will be full of memories and achievements, which will include some examples of their work, observations and a huge amount of photographs. Your child's learning Journey will be available for your child to view, whenever they wish at their childminder's house. They will have the opportunity to take their learning journey home to share with their families, friends and other settings, on a termly basis or earlier if requested. Within your child's learning Journey, there will be many opportunities for your child to have their input and areas for ideas for their parents/carers to get involved as well. I value your opinions and comments and they play a very important role, in the continuity of care and the well-being of your child.

How do you work with other professionals?

I work very closely and have strong connections with our local playgroups and primary school. With your written permission I will liaise with your child's current or future setting and provide them with a six monthly progress summary or transition document. This document provides information about your child's current likes, preferences and interests, it also contains information on how your child is developing in all areas of their learning and areas for comments and ideas, therefore improving your child's continuity of care and aiding a smooth transition into their new surroundings. Where possible I will also visit both the indoor and outdoor learning environments of your child's new setting, with your child to help them with their settling in process. Where needed I will also visit your child's other childcare setting to share information, ideas and any areas of learning, interests or skills that we are focusing on. I will also link one of your child's progress summaries to their two year old check with their health visitor, yourself and health visitor will be provided with a copy, to provide additional information and to aid the health visitor with their checks on your child. I strive to have a good relationship and partnership with parents and other professionals involved in your child's life. I will work very closely to provide any information required about your child's learning within my setting, attend meetings, write reports and act on any advice which will benefit your child.

What training have you/your staff had in SEND?

I have twenty years experience of caring for children in a variety of settings, which include being a play worker for children with additional needs, a nanny, a deputy in a day nursery and I have been Childminding now for seven years. I continually strive to improve my understanding and increase my knowledge by attending training, support meetings and keep up to date with current requirements and legislation. I care for all children as individuals, ensuring all children have the opportunity to thrive, in a stimulating and natured environment. Therefore I fully understand that I may require additional training and support to meet the needs of a child, I am very happy to do this. I hold a BTEC National diploma in childhood studies qualification and I regularly update my pediatric first aid, basic food hygiene and safeguarding children courses. In addition to the above I have also accessed and attended training in the following areas:- * Communicating with Signs and Symbols. * Menphys physical SOS- Disabled children and young people. * Epilepsy Awareness and Emergency Medication. * Epipen training. * Enteral feeding training. * Adhd and autism awareness.

How will you adapt play opportunities for my child?

Play opportunities, resources and experiences are available for all children and are tailored to meet their individual needs and interests. From the very first time I meet you and your child, I will be gaining knowledge of your child's interests and developmental

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level, to be able to get a greater picture of your child, therefore allowing me to meet all of their needs. I will gain this information, by talking to a child about their likes and dislikes, talking to the child's parents/carers, observation of the child, working with the child's other childcare settings, taking on any suggestions and talking to other professionals caring for your child and working with their individual learning plans. When specialised resources and equipment are needed to enhance a child's experiences with me, I will seek additional advice, grants, organisations and services to help me to loan or purchase the equipment needed to allow me to be fully inclusive and to meet your child's needs in the best possible way. Our sensory garden and play area have been purpose built, to allow it to be fully accessible and offer opportunities for all children to explore and experience the outdoors, at a level which is suitable to them. Our special mobility people carrier, was specially chosen and adapted at purchase, to allow it to have a lock down system for wheelchairs and special buggies. It also has portable telescope ramps for easy access and to allow all children to benefit, therefore ensuring we are fully inclusive and can visit the wider community.

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

I gain written permission from parents/carers to share key information with your child's future setting, to aid a smooth transition, for your child. I will complete a transition progress summary document about your child, which will contain information about your child's ability and interests, details and ideas of how the setting can best meet your child's individual needs. Your child's future setting will receive a copy of this document, you will also receive a copy and a copy will be placed in your child's Learning Journey. In addition to the above, I will also be a positive role model to your child and will encourage them to be positive about their future experience. I will introduce photographs, where possible of your child's future setting. I will introduce related books, for example 'my first day at playgroup', I will add resources into our role play areas, for example school uniform and book bags. I will help and encourage each child to increase their independence skills, for example P.E sessions, where they can practice getting changed into their clothes, bringing a packed lunch and helping your child to open it, practicing putting on their coats and shoes e.t.c. Where possible, we will also visit their future setting together, to help your child become more familiar with their new surroundings.

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

I am keen to form a strong relationship with each child's parents, other settings and with professionals involved in their lives. This will ensure that we link together to give each other ideas and support, to nurture your child's individual needs. From the very first time I meet you I will be gaining knowledge of your child and asking you to complete an all about me booklet for or with your child. Once your child starts my setting I will be continually getting to know and observe them, after their first two weeks I will log their level of development onto a tracker form and termly thereafter. The tracker form, progress summaries and all other areas of your child's Learning Journey will show me the progress your child is making whilst with me and will identify areas where your child may need additional help and support. You will have the opportunity to look at your child's Learning Journey termly, or before if you wish. You will be encouraged to share it with family members, professionals involved with your child's needs and development and their other settings. Copies of your child's progress summaries will be given to you, to pass onto any other relevant practitioners. I welcome any questions you may have and any suggestions you would like to offer.