

The Local Offer

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Name of person to contact: Sarah Jacklin

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

Children and their families are welcome to visit my setting and meet me anytime; I can be contacted by telephone text and email. You will be invited to meet me at your convenience including weekends, where I will be able to show you around my house, look at the kind of activities your child will be playing with, look at how I operate and I will discuss how I am going to manage your child's needs, their welfare and the educational progress they are going to make. I will discuss how I am going to individually plan for each child and I will show you examples of how I record the progress the children are making. I will also take time for you to look at my paperwork which covers the legal legislation governed by Ofsted to show that I am qualified to offer childcare within my home.

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

After our first meeting, I will invite you and your child for a play day. You will be able to see first hand how I interact and how I encourage your child to have free flow play sessions. I will discuss at length your child's needs including dietary requirements, transition routines and show you how I will encourage your child to be part of my family

How accessible are your premises?

I operate from my family home. I have adapted the garage to allow for access to the house without going through the front door. I have a playroom where children have opportunity to have free choice of any activities they wish to play with. Messy play and outside is always on offer ensuring that the children have a cross curriculum approach to my childcare. The children have access to a downstairs bathroom and my lounge is always used for children's play

How will you keep my child safe?

My setting is my home and I am fortunate enough to have a purpose built playroom, However the activities and equipment is unpacked and packed away every day allowing me to check equipment used each time it is put out, this also allows me the opportunity to adjust the equipment to suit individual children's needs. Child safety is paramount and all my family have CRB/ DBS checks and are suitable people to be with the children at any time. Myself, my husband and my eldest daughter work in educational settings and have undergone safeguarding training and are experienced child care workers. To ensure children's safety especially during holiday times I operate a higher child adult ratio and for children with SEND needs I can offer additional support should this be required Equipment used is always age and stage appropriate and additional equipment would be sourced to support individual needs where required.

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

I have a number of strategies to communicate with parents depending on your availability; I am always available at the beginning and end of the session; home diaries and photo boards are used, where I can share details of your child's activities during the session, and even a reassuring text message to let you know that they are having fun and playing safely. With permission from parents I can share photos with you via email letting you see the activities your child has been enjoying. Your child will also have their personal Learning Journey recording their learning and development within the setting.

How do you work with other professionals?

I am a manager of a group of 3 preschool settings within the local area so I am always in contact with other professionals with in the settings. I have a wealth of experience working with children with SEND; and I am supported by regular visits from our Area SENCO and other agencies such as Autism Outreach. I work alongside a practitioner who has gained an EYPTs and she is also the pre-school settings SENCo. Having this daily working relationship ensures that I am up to date with all current legislation, have confidence to share concerns and have professional advice when devising an individual care plan (ICP) for any child I have cause for concern with. Networking is key to my personal development and with parent permission I am not afraid to ask for advice and information should the need arise All my children have an Early Assessment Review as they settle in to my setting, if I have any concerns about a child's development I can make a referral with parental consent to The Specialist Teaching Service or for a specific area a Single Point of Access (SPA) Referral. Previously this was referred to as a Common Assessment Framework (CAF)

What training have you/your staff had in SEND?

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I have knowledge skills and experience working with children with SEND, I am qualified to HND level in early child care studies and development. I have attended SEND training, and have worked with many children with behavioural and Special Educational Needs. I have also undertaken additional training to support specific knowledge and skills, these include; understanding the SENCO code of practice and policy writing, partnership with parents, Menphy's (SOS) Special Outreach Service , Behaviour management training , Observation and play based assessment, Promoting equality of opportunity, I have also completed ECAT (Every child a talker) and ICAN accreditations ,to support developing speech and language. Three of my family have undertaken safeguarding training, both in-house and external training with the local authority (Leicestershire and Rutland safeguarding board) and in my husband's case .(Warwickshire Local Safeguarding board) I have a full understanding of any changes and developments in maintaining good practice and the requirements of individual children's needs.

How will you adapt play opportunities for my child?

I would ensure that appropriate equipment is available to support a variety of ages/stage and abilities. When necessary I will operate a higher ratio to offer more support in play interactions modelling and using social stories to support children in play. Smaller group activities and social communication groups help to support language interaction and confidence and also involve my more experienced children to become peer buddies giving all my children responsibilities which encourages them all to feel valued at these structured times. I will also liaise with parents and use documents such as 'All About Me' to identify your child's interests and to offer these to engage your child in activities they enjoy. I have designed key rings with emotions and children's needs on them such as how they are feeling, if they need the toilet, a drink or outside play and I would also seek additional specialist equipment if required through hiring or specialist toy library. I would endeavour to give regular reports to parents and have open communication with them again adapting a variety of methods to suit parent's needs. Whilst recorded information plays an important part of child observations I would also strongly encourage face to face communications times to ensure mutual strategies are always in place.

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

To support transition I would set up meetings with professionals and the Teachers from the new school, to discuss individual needs and begin to plan the transitions with all professionals with your child giving their input and agreeing the actions to be taken. As part of the transition process I offer a range of resources to introduce the new school such as school uniform added to our end of term topic .If your child is attending my setting they would also be attending my pre-school therefore visits from your child's new teacher and additional visits to the new school are always arranged. During this process I would continue to liaise with other professionals and keep parents informed, and produce an individual photo book/ memory book to encourage talking about the move to their new school to share with parents at home. Transition progress summary reports, current IEP documents and reports would also be forwarded to the new school.

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 very aware of the stress some parents find juggling childcare with a full time occupation Experience has taught me that parents need just as much time and support as the children within my care .Therefore, without exception I will be supporting you as a family throughout the duration of your child's care. I always make time to talk to each family at the end of each day. Communicating frequently with parents face to face gives you reassurance of the care I am offering. It also allows you to feel part of your child's day because you have taken the time to ask 'How have they been today'. Face to face communication is paramount for the continuation of mutual respect and confidence. I also regularly update parents via reports and pre-arranged meetings on progress and development, as well as an individual Learning Journey for each child.