

The Local Offer

Name of Setting: Claire Louise Kilsby

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Name of person to contact: Claire Kilsby

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

Come and have a look around and a chat. We can discuss any requirements and information that will need to be shared.

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

Every child is treated as an individual but equal and any additional needs or requirements will be met to the best of my ability.

How accessible are your premises?

We have a small step at the front and rear of the property, with our toilet being upstairs.

How will you keep my child safe?

I take my duty to care for each and every child in my care very seriously. I am passionate about safeguarding children and have been on several courses to underpin my knowledge. I also have an assistant who has completed the latest first aid and safeguarding courses to support the setting. Ensuring all people attending the setting are kept safe and well. Children are well supervised and all activities are risk assessed regularly.

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

I communicate with the families using our setting in a variety of ways. I keep attendance, learning journey's, and daily diary's on an internet based system called 'Minding Matters'. Using this system, all observations are sent to parents via email as soon as they are entered on our system. On a daily basis, throughout the day, I communicate via text message or telephone conversations. We also communicate face to face upon drop off and collection.

How do you work with other professionals?

Full communication with other agencies is essential in all circumstances. I speak to pre-school upon drop off and collection to ask how they have been that day or to discuss any particular requirements that are taking place at any stage of their development. i.e. physical needs or academic development. Any other requirements relating to each particular child in my setting.

What training have you/your staff had in SEND?

No training in particular has been undertaken. Although we have had experience of SEND with children going through the process of certification.

How will you adapt play opportunities for my child?

We are more than happy to make any changes through discussion with parents to ensure that ALL children using the setting have the same opportunities as others.

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

All of the children attending the setting in the EYFS will building up a learning journey during their time in our care. They will be as ready as possible for their transition. This will involve lots of communication with other agencies and the learning journey will be handed over to ensure the new setting has the most up to date information relating to the child's development.

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

Whilst in our care, your child will be developing in a variety of ways. These developments are recorded in a learning journey. This is currently kept on line, on a system called Minding Matters. When you register your child with our setting this will be set up by ourselves and you will receive an invitation to share your thoughts and comments via Minding Matters. You will also be kept up to date on a daily basis through verbal and data communication. This will incorporate things that have been experienced during the day and we can share ideas for you to continue at home and vice versa.

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