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Name of person to contact: Meloney Piggins

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

Please contact me any time via email or text and we will arrange a mutually convenient time for you to visit. I am not always be available to answer the phone but will respond to emails or texts as soon as I can.

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

We will arrange a mutually convenient time for an initial visit, I will ask about your child's likes/dislikes/fears beforehand. You would be welcome to bring any trusted family members or friends with you for support.

#### How accessible are your premises?

I have a large back gate with a slope leading up to my back garden. There are however steps to get up by the back door. The front entrance is via a standard sized gate. There is a small step down from the gate and the front door is a standard sized one. There is the possibility of alterations being made should this be needed.

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

I have a written risk assessment which is updated annually and I do daily risk assessments before the children's arrival in the mornings. I risk assess all outings. I keep small children safe in well maintained pushchairs, or use backpack reins. Younger school children hold on to the pushchair to cross roads. I regularly update my safeguarding and first aid training. I make good use of safety gates around the house. The equipment I have for children is well maintained and replaced as necessary.

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

For children up to around 3 years old I use a daily diary. I can extend the use of these at the parents' request. I use a tracker to track your child's progress and I do a learning journey for children aged up to 5 years. Communication is very important to me and I can always make myself available for a chat with or without your children present. I'm happy to give up some of my free time to discuss anything that is bothering you or you child.

## How do you work with other professionals?

I meet up with other childminders once a week at our local Sure Start. I'm happy to meet up with anyone specific to your child's health and well being, I'm happy for them to visit at my setting.

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

This is not something I've yet done as such but certainly something I could be looking into.

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

I will discuss your child's needs with you at our initial visit and work together with you for ideas on play opportunities.

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

I will complete a transition form. I am happy to attend settling in days with your child where possible.

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

We use development trackers, I will ask you to update me on your child's interests each term so that together we can consider ideas for play and learning opportunities.