

The Local Offer

Name of Setting: Hanbury Kindergarten

Telephone: 01858 545788 or 01858 414956

Email: julie.hitchcock10@btinternet.com

Name of person to contact: Mrs Julie Hitchcock

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

Please feel free to contact us by phone or email to arrange a convenient time to visit the setting when we will be able to show you round and answer any questions you may have. Our SENCo will be able to meet you and, if there are any specific needs which need to be considered this will be a good time to discuss them in order to make any further arrangements which may be necessary

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

We welcome parents and children to come for visits when they will be introduced to the 'key person' who will be looking after you both. This staff member will be able to go through the daily routine with you and to offer help and suggestions which may help and support you and your child to access all areas of learning and will then feed back to the setting information of any changes or adjustments to general practice which may be needed.

How accessible are your premises?

Our setting is all on ground floor level with car parking available and double doors to the outdoor space.

How will you keep my child safe?

All staff are fully aware of policies and procedures for Health and Safety and Safeguarding and our setting is secure. All staff have paediatric First Aid qualifications and our adult:child ratios are always at or above required levels.

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

Children's learning journeys are always available for parents to see and staff are happy to discuss these with parents whenever possible. Communication books are used to pass information between home and setting about important or significant events and we have an 'open door' policy where key staff make themselves available at the beginning and end of sessions to answer any questions or to receive information from parents. We encourage children to show parents or tell them about any significant event or activity and we display photographs and art work which we can all show pride in.

How do you work with other professionals?

When necessary staff meet with a range of other professionals such as Speech and Language workers, Area SENCo, Children's Centre staff, educational psychologists, paediatricians etc in order to remain informed about any particular needs and to share information about the progress of children in our care.

What training have you/your staff had in SEND?

Julie Hitchcock has attended the SENCo training course and several related courses and regularly attends the Update and Network sessions in order to receive the latest information.

How will you adapt play opportunities for my child?

Play opportunities can readily be moved or adapted to meet the needs of specific children in the setting and we are ready and willing to make whatever adjustments might be necessary to enable all children to access as many and varied play opportunities as they can.

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

We have close links with several of the local schools and welcome staff from these schools to come to visit children before they change setting, as many times as is required.

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

Key staff (and SENCo where needed) will continually monitor and assess progress made in all areas of learning and will give particular support in certain areas if necessary, tracking progress and sharing this information with parents and with any other professionals who may be involved with the child, attending regular review meetings as required and taking into account advice

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given by the professionals involved with the child.