

The Local Offer

Name of Setting: Park Lane Nursery

Telephone: 01664 567929

Email: nursery@parklanekids.co.uk

Name of person to contact: Lisa Dickinson

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

Call the setting to make an appointment, this ensures that the SENCO is also available for that initial visit to be able to answer any questions and share with you how they could support your child.

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

As with any new children that start it is important that we get to know both of you. We do this by asking you to share information on an 'all about me' sheet, about what your child enjoys doing at home, what their interests are and what helps them to settle. Staff use this information to make sure we provide some toys and activities on their first day that will be of interest to them. Short settling sessions are organised to meet the needs of your child and family and these are organised on an individual basis with the manager. Some children come for lots of short sessions before extending their day, whereas other children are more confident and keen to start straight away. During these sessions it is important for your child to have a positive experience and stay just long enough so they do not become upset. Once they realise that nursery or pre-school is fun, they are keen to return and play again with their new friends.

How accessible are your premises?

There is a small step into the building and the baby room and toddlers are all on the ground floor with free flow access to the garden. Unfortunately, our pre-school room is upstairs which does make access difficult for an older child with physical disabilities. In this situation, our second nursery would be able to offer a place as the pre-school is on the ground floor.

How will you keep my child safe?

The nursery has comprehensive policies and procedures which are regularly reviewed and understood by the staff. Staff carry out daily visual checks to make sure that the furniture, equipment and toys are in a good condition and safe to use. Doors are all locked and only accessible by adults. Regular fire drills ensure that staff and children are familiar with what to do in the event of a fire and the perimeter fence is checked regularly to make sure children are safe.

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

We use electronic recording systems that mean we can email you with photographs and video clips of what your children enjoys and information to support their development. This electronic system means that you can email us straight back with any information from home or comments from observations you see. We complete parents reports twice a year which give a more formal picture and will assess your child's development in the prime and specific areas of learning and development. Staff will speak to you each day and share 'wow' moments and your child's general day so that you are able to chat about this at home.

How do you work with other professionals?

Partnership with other professionals is very important to make sure that we offer the correct support that means your child meets their goals in learning and development. This will mean that other professionals attend nursery to see your child in our setting and to carry out their own observations. Joint meetings and communication books enable us to provide a consistent approach to teaching with your child.

What training have you/your staff had in SEND?

The SENCO has attended a programme of training provided by the local authority and staff attend more localised training on an individual basis to support children's needs. Such as recent training in sign language or Epi-pen.

How will you adapt play opportunities for my child?

We will always try to ensure that every child has the same play opportunities. However, children all learn differently, regardless of ability or capability. This is done by offering the same activities on the floor, table height, inside and outdoor. However, we would assess our environment and may need to move furniture or alter the height of the tables. A plan would be put in place, in partnership with yourselves after some initial visits and would be regularly reviewed

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

We would want to work with local primary schools to make sure that we prepare your child for mainstream school and help them to overcome any current obstacles to learning caused by the environment. We would support this transition by attending the school with your child on visits and to share all the information we have about your child's development and progress.

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

It is very important that we always talk to each other and help each other with ideas of how to further support your child at home or in our nursery/pre-school. Regular meetings and reports show a more formal picture, but the day to day familiarisation is important. This is achieved by having a key person who works alongside your child and is experienced to support their individual needs.