

The Local Offer

Name of Setting: Castle Playgroup

Telephone: 0116 2390306 or 07725 754343

Email: castleplaygroup@aol.co.uk

Name of person to contact: Kerry Russell SENCO

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

You are very welcome to look around our setting, we are open from 8 AM to 6 PM Monday to Fridays Term times you can either just pop in and see us or give us a call to arrange a visit. The numbers are Landline: 0116 2390306 Mobile: 07725754343 On your arrival you will be greeted by a member of staff and shown around our wonderful setting. We can then provide you with all the relevant paperwork to go home with.

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

Our setting welcomes each individual child and their families, we have a small team of staff that are welcoming and friendly and our Castle playgroup children always love to welcome new faces. We take into account all of the children's needs and requirements. We offer you the opportunity to visit as many times as are required and can also arrange an informal home visit from your child's intended Key person to help with the settling in process. If required a photo booklet of our setting and staff can be provided which in previous experience has helped.

How accessible are your premises?

Castle Playgroup is situated at the village park land where it is accessible from the local village/Library car park. Our main entrance has double opening doors for easy access and is wheel chair friendly. Inside of the building we have a ramp.

How will you keep my child safe?

All of our staff at Castle Playgroup have full training and promote the safeguarding and welfare of every child in our care, Your child's safety and well being is our main priority. As a well established team we provide a safe and friendly environment for your child. All risk assessments are carried out and reviewed termly. Our staff follow our policies and procedures regarding all areas of safety.

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

At Castle Playgroup all information is accessible through various ways like Email, News Letters, Your child's communication books and on Tapestry which is your child's Learning Journal. If there is a language barrier we will make attempts to translate for you. Each day your child attends they will have their own communication books which the key person and yourself can write notes and messages in. In the past we have used Visuals and pictures of ways to communicate when needed. At Castle Playgroup we offer a stay and play opportunity for parents and carers which is a good for you to see your child's work and play.

How do you work with other professionals?

At Castle Playgroup we take pride in our relationships with outside agencies, We have regular visits from our Area SENCO and other professionals linked to your child's needs. Termly there is a SENCO Network meeting of which the settings SENCO attends this enables us to keep up to date with new training and any changes.

What training have you/your staff had in SEND?

The Staff at Castle Playgroup have a wide variation of experiences and training but are willing to explore more knowledge that may be connected to your child's care and needs. Here is a list of relevant training that staff have. The SEN Code of Practice and Role of the SENCO/ sharing concerns with parents and carers/ Observation, Play-based Assessment and Writing IEPs. Speech and Language Disorders in Children. Signs and Symbol. Understanding and supporting young children with Autism Spectrum Disorder in Early Years Settings. Level 3 NVQ in Children's Care, learning Development. The NOCN Menphys SOS working with Disabled Children and Young People. Child Protection/ Safeguarding Children/ A Shared Responsibility. Paediatric First Aid. Makaton Level 1. Autism Education Trust Early Years Program.

How will you adapt play opportunities for my child?

At Castle Playgroup we like all of the children to feel valued and individual despite the barriers and challenges they may face, so if we need to adapt the activities to suit their play this is what we shall do making sure it is achievable for them.

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

At Castle Playgroup we work very closely with our feeder schools, we liaise with the teachers and organise additional visits if they require then, also taking pictures and making them into visual books to take home. In the Summer Term we work in preparation for starting at their 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?

We value the benefits and importance of working alongside Parents/Cares, we will have termly meetings or more if needed to review your child's progress and discuss relevant targets of which we can achieve together.