



# Sandown Nursery

## Our SEN and Disability offer

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### **How does the pre-school/ nursery know if children need extra help and what should I do if I think my child has special educational needs?**

When your child starts at Sandown Nursery, they will be assigned a key person. This person will work with you to ensure that your child's experiences at Sandown meet their requirements, whether this be their care/educational needs or any special need your child may have.

All children's progress is monitored to ensure they are developing in all areas of the Early Years Foundation Stage. These on-going observations are recorded in your child's learning journey. The key person uses a host of assessments tools, for example the 2-year integrated progress review (where appropriate) Emotional, Social Well-being forms, Language checkers, End of term assessments forms. These help identify areas of a child's development which may require extra support and further assessment.

Each child's key person works with parents/carers to ensure that a strong relationship is built; therefore, if either party has concerns that a child may have special educational needs, they are able to discuss these with complete openness and honesty.

### **will the pre-school/ nursery support my child with special educational needs?**

Initially, we try to meet every child's needs within our provision making use of our own staffing and resources. We carry out initial assessments during the first six weeks of your child being in our care. If children are found to be in need of support in any area or areas of their development whilst they are attending the nursery, then we will discuss this with you and a plan will be put in place. Depending on each child's level of need, we will communicate with specialist services where necessary for further support in meeting the child's needs within the setting.

A decision to the support a child receives is made on an individual basis, and will involve all agencies that are working with your child. Parents and carers are included in these meetings to ensure they are fully involved. Setting based support plans are devised and then reviewed six weekly with parents, so we can discuss the impact of the support being provided to ensure that children are always making progress. If it is found that further in-depth support is needed for your child then specialists supporting them may recommend that an Education, Health and Care plan is developed.

Sandown Nursery is committed to the inclusion of all children. All children have the right to be cared for and educated to develop to their full potential alongside each other through positive experiences, to enable them to share opportunities and experiences and develop and learn from each other. We provide a positive and welcoming environment where children are supported according to their individual needs.

Your child's key person will be a qualified member of staff who will support your child to feel safe and secure within the setting and implement an educational programme for them. This will be based upon their individual observed interests and areas for development. Your child's key person will work with them every day, however, if your child's key person is not at the setting for whatever reason, then there is a 'key person buddy' who is a nominated person within the setting who will care for your child on these occasions. These systems will be explained to you when you start at Sandown by your key person.

The Special Educational Needs (SENCo) oversees the educational programme for children with special or additional needs. The SENCO will support your child's key person in developing and planning their setting based support plan as required, and will ensure that the key person shares with parents the methods that we will use to help your child achieve their targets. At Sandown Nursery Manager in her management role will also oversee the entire educational programme for the nursery.

We know our arrangements are effective, as we monitor the progress of every individual child based on their starting points when entering our setting. We also carry out regular audits to ensure that our continuous provision and arrangements for meeting the learning and development requirements for all children are of the highest quality. We continuously reflect on practice and seek to make the nursery an outstanding setting.

## **How will the pre-school/ nursery review my child's progress and how shall they share it with me?**

Sandown Nursery believes that parents are children's first and most important educators and therefore we deem it essential that parents are involved in the setting. Parents are involved in planning their child's educational programme by discussing their next steps with their key person, and what their interests are at home. Parents are invited to events through the year, which broaden their knowledge of the programme we provide for children in the setting. We also ask parents what sort of events they would like held, so that each year our parent activity programme is specific to their needs and preferences. Parents are invited on trips and outings. Parents can request a parent consultation with their key person at any time, and the management team are available daily to answer any questions and queries.

At Sandown we are passionate that every child has the same chances to learn and develop, therefore activities are planned with every child in mind. Therefore, if a child with a special educational need attends, our activities are differentiated to ensure that they are fully accessible. This will help each child recognise that they are important to us, and overtime this will build their confidence and 'can do' attitude. As they develop, this confidence will enable children to challenge themselves and have high levels of well being and involvement in the setting.

We recognise that parents of children with a special need may need additional arrangements to ensure that they are fully informed of how their child is doing at nursery. Therefore, parents will be able to discuss with their key person during their initial visits what they would like these arrangements to be. There are many options available such as home/ setting contact books, regular parent consultations and opportunities for you to take your child's learning journey home. We also have six weekly meetings to develop, evaluate and put in place your child's setting based support plan, and we can work together to decide what your child's next steps are, and how we can make that happen. We will also give you a copy of their next steps with ideas to try at home so you can support them outside the setting.

We aim for you to be heavily involved in the planning of your child's education, and we offer regular parent training about the Early Years Foundation Stage so you can see how we weave this into meeting every child's individual needs. We also work closely with Sandown School and our local children's centre which offers a range of free opportunities for parents to access further information about children's development and learning, for example through use of sensory rooms or adult learning courses.

## **What support will there be for my child's overall well being?**

We feel it is vital that children are able to contribute their views at Sandown, therefore children are given opportunities to review the activities and tell us what they like and dislike at the setting. We also give children, when they are developmentally ready, the opportunity to give their ideas of what they should be learning next and this is taken into account when planning their next steps. We acknowledge that not all children will be able to communicate verbally what their views are, so we use a range of methods including Makaton signs and symbols and choosing photographs to enable children to make their views known so their opinion is valued in the setting.

Nursery staff have received specific training in supporting children with Behavioural, Emotional and Social Difficulties (BESD). We provide a calm, nurturing and consistent routine. We ensure behavioural expectations are clear for all children and that all practitioners are aware of any individual behaviour support programmes for children.

Practitioners at Sandown are able to administer medication which is prescribed by a doctor as long as your child receives the first 48 hours of this medication at home. If the medication needs specific training to administer, we

will ensure that practitioners in the setting receive the relevant training. Practitioners are also able to provide personal care for children; therefore, children do not need to be potty trained to attend our setting.

### **What training do the staff have in supporting children with special educational needs or disabilities?**

The Special Educational Needs Co-ordinator receives regular training, for example through attending inclusion support groups. She is confident in supporting staff in planning educational programmes for children with SEND. She can also provide advice on any care individual children may need. The child's key person will receive specific training to meet the needs of that child and this is cascaded to other staff during staff meetings to ensure we are all working to meet that child's needs effectively.

Sandown staff have had basic Makaton training and deafness awareness training. Signs and symbols are displayed around the setting to support our children's communication skills. All staff have Paediatric First Aid training. We have had experience of supporting children with Downs Syndrome, Cerebral Palsy, Epilepsy, Diabetes, Attention Deficit and Hyperactivity Disorder (ADHD) visual and hearing impairments, speech and language delays and children who are on the Autism Spectrum.

### **What specialist services and support are available to the pre-school/nursery?**

Sandown Nursery is Managed by Sandown Primary School and this provides easy access to further advice and support from colleagues in the school, for example reception class teachers, Senco, and Speech and Language Teachers. The nursery also has good links to early help services, such as Children's Centre Key Workers through Hastings and St Leonards Children's Centres and links with local Health Visitors. We are also able to seek out the specialist services and expertise that individual children may need. We work closely with the Children's Integrated Therapy and Equipment Service and the ISEND Early Years Team, and can make referrals to these services if needed. We would always discuss any such referrals to these services with you and seek your permission first.

<https://www.eastsussex.gov.uk/childrenandfamilies/specialneeds/send-education/sen/services-supporting-schools>

### **How will my child/young person be included in activities outside the pre-school/ nursery, including trips?**

We fully include all children when we offer activities outside the nursery or when we have trips or outings. For example, we regularly make use of the Sandown School playing fields. All activities are risk assessed for all children to ensure that no child is at risk when outside of the setting. We have regular

outings, and we consider the terrain and seek advice from parents as to which sections of our adventures may be difficult for their children to navigate. We then look at differentiating the route we take and whether we need any specialist equipment in order to include all children on the outing.

## **How accessible is the pre-school/ nursery?**

Sandown is an open plan nursery, consisting of one playroom and open access to the outside play area. There are no stairs as access to the premises is all level. There are four low level toilets, one of which has a handrail. We also have nappy changing facilities. If English is not the first language for parents/carers we have methods we use to ensure we communicate clearly with these parents, including staff experience, simple, pictorial forms and translation or interpretation facilities which can be accessed if needed. We display posters and signs around the setting in languages common within our local community.

We can secure additional equipment we need for children with special educational needs. We can usually borrow specialist equipment through occupational therapy, and where children need additional practitioner support we are often able to apply for an early years inclusion grant so we can provide an additional practitioner to meet the needs of children with a special educational need or disability.

We have audited our provision and resources to ensure that they are accessible to all children. If during our audits we recognise that there are gaps in our provision, or that a particular child requires specialist equipment. We will either purchase this equipment through our budget or we will hire the equipment or resource from a specialist provider.

## **How will the pre-school/nursery help my child move on to school?**

During the settling in period, you will be provided with a picture book of the nursery and a photo of your key person so that you can talk about the transition with your child at home. Your key person will work with you when your child starts at Sandown to ensure this transition is as smooth as possible. During our initial meetings with parents we can assess what we may need to prepare in the setting to meet your child's needs.

We have good relationships with local schools and specialist schools within the area, and when a child is due to leave us, we organise for teachers from the school to visit your child at the setting so that they can start to build a relationship with your child. This also gives us opportunity to discuss their educational programme so their future teacher is aware of their progress, what next steps we are working towards and how they will need to prepare for the child starting at their setting. When a child leaves our setting we give the parents/carers a detailed summary report, showing what your child can do and exactly where they are in their development. If your child has a special

educational need then we also attach a copy of the setting based support plan so that there is clear guidance on what your child needs additional support with.

## **Give us your views about this information**

Contact [localoffer@eastsussex.gov.uk](mailto:localoffer@eastsussex.gov.uk) or call Information for Families 0345 60 80 192

## **More information, advice and support**

Gina Wright is the Manager at Sandown Nursery and is contactable on 01424 436983 EXT 5 or [wrightg@sandown.school](mailto:wrightg@sandown.school)

Emma Smith is the Deputy Manager at Sandown Nursery and is also contactable on the above number or on [smithe@sandown.school](mailto:smithe@sandown.school)

The local offer- what is available for children and young people with special educational needs in East Sussex

- [www.eastsussex.gov.uk/localoffer](http://www.eastsussex.gov.uk/localoffer)

Information for Families (including SEN and disability advice service)

Phone: 0345 60 80 192

Text: 07797 870317

email [informationforfamilies@eastsussex.gov.uk](mailto:informationforfamilies@eastsussex.gov.uk)

[www.eastsussex.gov.uk/informationforfamilies](http://www.eastsussex.gov.uk/informationforfamilies)

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