

‘SEND Information Report’ for Children with Special Educational Needs and Disabilities.

All nurseries are required to publish and review information for parents and carers about the support and provision for children with special educational needs or disabilities.

The questions and answers below have been written to represent our common values and practices.

1. How does the early years setting know if children need extra help and what should I do if I think my child has special educational needs?

All staff are committed to early identification of special educational needs. Every child in our setting has a named Key Person from the start of their nursery journey. This is a partnership between key person and parent/carer, where we share information to enable us to maintain an overview of their child's developmental progress. We use an electronic system called 'Dayshare' to communicate with parent/carers, providing observations, photographs and daily information.

If you have a concern about your child's progress or believe they have a special educational need, this can be discussed with the Nursery Manager or child's Key Person. Additional assessment or support can then be discussed with the SENCO/INCO (Lisa Maymon)

2. How will early years setting staff support my child?

All staff attend training to maintain and enhance their continuous professional development and our Nursery SENCO/INCO (Lisa Mayman) attends relevant training which enables her to support the staff team if any concerns are raised about a child.

Nicky Robertson (Davison High School for Girls SENCO) can also be contacted for support and advice.

With parental permission, we are able to make a referral to 'The Healthy Child Programme' should we need additional support to meet your child's needs.

3. How will the curriculum be matched to my child's needs?

We follow the Early Years Foundation Stage guidelines set by the Government in addition to planning and implementing activities that meet individual child's interests and needs.

We ensure that we incorporate the seven areas of learning for each child and provide a wide range of resources and opportunities both indoors and out.

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

Our staff team continuously communicate with all parents/carers about their child's learning and interests every day. In addition to this, once a term the child's Key Person will discuss your child's

next steps with the parent/carer and this provides an opportunity to share how you both wish for your child to move forward with their development/progress.

We hold an annual parents afternoon/evening for both you and your child to view the setting in an informal atmosphere, where you are able to meet all the staff team and discuss any issues/concerns you may have.

We encourage you to add relevant information regarding your child's home experiences through the 'Footstep' function within our electronic communication 'Dayshare' system.

Parents are welcome to make an appointment with any member of staff should they wish to discuss anything in more detail.

5. What support will there be for my child's overall wellbeing?

As written in our Care, Learning and Play Policy, Davison Day Nursery is committed to meeting the individual needs of all children. We provide experiences to support their physical, social, emotional and intellectual development in a warm, caring, secure environment. Adequate sleep and rest requirements are met daily.

The nursery maintains a high standard of care at all times. Daily checks are carried out to ensure all equipment and areas of play are clean and well maintained and Risk Assessments are regularly updated. The nursery requires the completion of our registration documentation upon starting with us, which provides us with your child's dietary, health and developmental needs. We ensure all details are kept safe and secure in accordance with our confidentiality policy.

There is always a trained first aider on site and all our staff have undertaken training on Child Protection. Medication can be administered on signed authorisation from the parent.

6. What specialist services and expertise are available at or accessed by the early years setting?

Within the nursery setting we have a named Behaviour Management Practitioner (Juliette Reynolds) and a Managing Behaviour Policy (incorporating Social and Emotional Development)

Our SENCO/INCO attends regular meetings with West Sussex County Council and cascades relevant information to the staff team.

Catherine Brierley (SALT) supports us to deliver targeted Peer Observation training.

We attend 'Transition' events with the local primary schools. We have regular visits from Leo (The Football Fun Factory), Little Lingos Fun with French, and Sticky Kids with Paula Barnes, as well as the ongoing support and guidance from our Early Years Support Co-ordinator.

Nora Young (Early Years Consultant) who specialises in the development of communication, reading and writing within the whole setting, regularly visits the nursery to support staff and to deliver in-house training.

Joanne Davison works within the setting supporting staff with the use of sign language in addition to her role as fun and fitness co-ordinator. Joanne is deaf and lip reads.

We are able to use the expertise of the SENAT (Special Educational Needs Advisory Team) team with parental permission, who can support us, the child and the family with any additional needs.

7. What training are the staff supporting children with SEND, had or are having?

All staff attend Early Years Foundation Stage training and additional training recommended to us by outside agencies/or relevant to current individual needs e.g. Epi pen training and are required to share relevant information to their colleagues. We welcome any professional into our setting who can advise and give additional support to the staff.

8. How will my child be included in activities outside the early years setting including trips?

All children with consent from parent/carer will be included in any activity/outing taking place outside our setting with appropriate consideration to enable every child to experience the activity to the full.

We are fortunate to be able to use Davison High School Main Hall and Gym to take part in various activities throughout each term, in addition to outings such as the beach, the park and our local residential Care Home 'St Georges'.

9. How accessible is the early years setting environment (Indoors and outdoors)

Davison Day Nursery is a purpose built, single storey building on the site of Davison C of E High School for Girls. We offer a disabled parking space and a wide pathway to our main entrance. We have a disabled toilet facility. Each room has a ramp which leads into the nursery gardens providing access for wheelchair users. We are able to make reasonable adaptations to allow any child to experience all activities on offer.

10. How will the early years setting prepare and support my child to join the early years setting, transfer to a new setting/school?

All children are offered flexible settling in visits prior to starting at the nursery. All new children are provided with an 'All About Me' form and a 'Welcome to....' information sheet, outlining the various activities/routines on offer in the room they will be based in.

We photograph staff and children during the child's settling visit which can be provided to help a child with the transition.

We liaise closely with additional settings that the child may attend and with parental consent, share relevant information.

We also have close links to the local primary schools and welcome visits from new teachers who wish to visit children who will be starting school.

All school 'Transition' events are attended by our Lead Practitioners to share individual information.

11. How are the early years setting's resources allocated and matched to the children's special educational needs?

All areas of the nursery are well-resourced and equipment is age appropriate.

Staff plan activities and equipment around the children's interests and developmental abilities to ensure all children's experiences are full of learning through a play-based environment.

12. How is the decision made about what type and how much support my child will receive?

The SENCO will work closely with the family and outside agencies to ensure your child is receiving all the additional support required.

13. How are parents involved in the early years setting? How can I be involved?

We have an open door policy at the nursery and welcome parents to be involved. We send out parent questionnaires annually and address any issues/concerns that are raised from these.

We have a Working with Parents Policy and we encourage parents to consider a place on the Nursery Committee should a place arise.

We embrace 'Cultural Capital' and welcome parent/carers to share any skills and interests.

We invite parents to regular meetings in connection with their child and to attend social events such as parent's evening and Christmas celebrations.

14. Who can I contact for further information?

If you wish to register your child at nursery, please contact the Nursery Manager who will be happy to assist you and answer any questions you may have. Our SENCO/INCO is also available if you wish to discuss any concerns or development needs for your child.

For further information please contact the Family Information Service on 01243 777807