

Special Educational Needs and Disabilities (SEND) Local Offer

- 1 *How does the Nursery School know if children need extra help and what should I do if I think my child may have special educational needs or disabilities (SEND)?*

Before your child starts at our Nursery we invite you attend "drop-in" sessions with your child. We get to know you and your child and this can be a great opportunity for you to tell us about any concerns you may have regarding your child and their needs. We also ask you to provide information about your child's health, development and interests and this can also help to highlight any areas for concern. We allocate a keyperson to you and your child who will make a special effort to get to know and understand you both. If we identify any special needs that your child may have that you have not already identified, we will talk to you and discuss what we can do to help. Observation of our children is fundamental to our planning for their progress and development. We closely monitor children's progress to ensure that we are supporting their progress through the Montessori Curriculum towards achieving the Early Learning Goals. Our SENCO is also "on hand" every day to provide support and offer advice. You can talk to us informally at pick up time or arrange a meeting to discuss your child before or after sessions.

- 2 *How will the Nursery staff support my child?*

Your keyperson (and co- keyperson) will work closely with you and your child to ensure that your child is being introduced to activities and materials to support their development and learning. If necessary we will work with you to produce an Individual Education Plan (IEP) for your child to ensure that there is a consistent approach to your child's education and development. Kate oversees the introduction of the Montessori curriculum (see below) for individual children and she and Maggie liaise with outside agencies who offer specialist support. Supplementary materials and advice offered by outside agencies is utilised within the Nursery. We undertake any necessary training in order to support children who have SEND.

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

The Montessori curriculum is designed to be introduced in sequential order and to individual children. This means that our children are all treated as individuals and they are able to progress at their own rate. We observe children carefully to understand their needs and interests and to enable us to introduce materials and to plan exercises at the right time and level for them. Children are able to practise new skills as often as they want and need to in order to master them.

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

We regularly talk to parents both informally and at planned meetings about their children. We provide a home-link booklet in which we and parents can record our observations of children and record their progress and next steps. Photographs and observations are also used to record children's progress in their learning journals. Parents are encouraged to look

at the journals with their children and to come into Nursery by invitation to see some of the things their children are doing.

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

The safety and welfare of all our children is paramount to our practice. We carry out daily risk assessments and regularly review our policies and procedures for the pastoral, medical, social and emotional support of children. These are available for parents to read in the Nursery and on our Website. Kate and our SENCO will discuss any specific needs your child may have with you. We also carry out risk assessments for individual children with specific risks associated to their needs and / or disabilities.

6 *What specialist services and expertise are available at or accessed by the Nursery?*

Maggie, our SENCO is a Nursery Nurse (NNEB) and has extensive experience working with children with a wide range of needs and disabilities. We have worked with and are happy to continue working with educational psychologists, physiotherapists, occupational therapists, Portage, Petersfield Children's Centre and Riverside in order to support children in our Nursery.

7 *What training have the staff supporting children with SEND had or are having?*

Our Senco attends support meetings and regularly attends training to update and review our practice. Staff have attended Montessori workshops for children with special needs, Behaviour management, Speech and Language courses and training with Down Syndrome Education based at the Sarah Duffen Centre in Portsmouth.

8 *How will my child be included in activities outside the Nursery, including trips?*

The majority of our parents are keen and able to accompany us on any off site visits. We will always ensure that there is a minimum of 1 adult to 2 children and when necessary we will provide 1:1 assistance to enable a child to come on our outings. We discuss our outings with parents, talk through and manage any anticipated difficulties, do thorough risk assessments and brief all staff and parents prior to the visit. We modify activities to suit the different needs and abilities of all our children so that they are able to participate and be included.

9 *How accessible is the Nursery environment?*

Our Nursery is based in a single storey Village Hall, so there are no steps to negotiate. There is a slight "lip" to negotiate, in the main doorway and fire exit but this does not preclude wheelchairs. There is one disabled bathroom, which can accommodate a wheelchair and has changing facilities. We have undertaken Makaton training and have worked with Emtas to help support children and parents whose first language is not English. Outside there is a large carpark and a large grassy area which is mostly flat.

10 *How will the Nursery prepare and support my child to join and to transfer to a new setting / school?*

We prepare for new children to join us by offering "drop-in" sessions prior to their start date. Parents accompany and stay with their children in our Nursery during normal sessions. We talk to parents and any professionals already involved with the child, in order to prepare and

to acquaint ourselves with children's needs. We invite children's new teachers to visit us at Nursery to see them, chat with them and share their learning journals. In the past, and when deemed helpful, we have also accompanied children to their new schools. We attend meetings with teachers and professionals to help the new school prepare for children who have SEND. With parents' permission we pass on any relevant information, including records of IEP's to the next school

- 11 *How are the Nursery's resources allocated and matched to children's special educational needs?*

Funding can pay for 1:1 support that a child may need and is used to pay for any specific training staff may need to undertake in order to support the child. We use funding to purchase specific educational resources etc. that the child may need or would benefit from.

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

Decisions about the type and amount of support needed for a particular child are reached through discussion with parents and any professionals already involved with the child's care. Our thorough and methodical observation of children's development, skills and needs within the Nursery will also inform any decisions made regarding the support children need.

- 13 *How are parents involved in the Nursery and how can I be involved?*

We invite parents to participate in charity fund raising events, activities such as art and craft, gardening and reading. We also encourage parents to accompany us on outings and to attend regular events such as our annual Games Day, Christmas show etc. From time to time we hold Montessori Workshops for parents to come and find out what it is like to be a child in our Nursery, use some of the Montessori materials and learn about the Montessori method. Parents with special interests or skills are encouraged to come and share them with us and we invite parents to come and see some of the things their children are doing in Nursery. We have regular review meetings with parents of children who have IEP's to discuss progress and next steps.

- 14 *Who can I contact for further information?*

Your first port of call is to visit our website – www.privettmontessori.co.uk - and then to contact us by email: kate.pritchard@privettmontessori.co.uk or by 'phone: 01730 828405 to arrange a visit. If you need help to find other support services for information and advice, once your child is attending our Nursery, you should speak to your keyperson, our SENCO or Kate who will do their best to point you in the right direction.