



Springfield Bees Pre-School Local Offer

We identify children with special educational needs by:

- Discussing children's development with parents and carers
- Ongoing observations and assessments
- Baseline assessments (completed by key person when joining pre-school)
- Two year progress check and termly progress reports
- We operate a key person system; all concerns can be discussed with a key worker, the SENCO or manager.

How we support SEND:

- We are a fully inclusive setting, able to meet the needs of children with SEND
- Knowledgeable named SENCO (special educational needs coordinator)
- Accessible building
- Visual supports
- We have experience of supporting children with allergies and medical conditions
- We are committed to working in partnership with parents

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

- Children with special educational needs will have a provision plan put in place, with strategies to support them and improve outcomes
- The key worker will plan activities to support working towards improved outcomes
- The provision plan is reviewed regularly with parents, key person and area SENCO. Additional support from other agencies can be accessed where necessary (e.g. speech and language therapist, Specialist Teachers, OT, Paediatricians).

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

- Regular meetings with families and Key worker
- Information sharing with parents and other relevant agencies (with parental consent)
- Daily conversations and feedback
- Weekly updates and information provided via email and website and social media
- Sharing of reports with other relevant agencies/healthcare professionals
- We work closely with the children's centre who offer services to support families with children who have SEND

What support will be given for my child's overall wellbeing?

- We have a comprehensive medication policy
- Staff have Safeguarding and First Aid training
- Risk assessments are carried out daily
- Graduated Approach (assess, plan, do review)
- We have a positive approach to supporting behaviour
- Settling in sessions

What specialist services and expertise are available at or accessed by Springfield Bees Pre-School?

- We access various services within our setting, including regular support from our area SENCO, speech and language therapists, health visiting team and local Children's Centre

- Staff have experience and training with specialist support including ELKLAN and Autism Awareness

How will my child be included in activities outside the classroom including outings?

- We encourage all parents/carers involvement within the setting
- A large accessible playground with woodland area and daily field trips are accessible to our children (within Perryfields Infant School and The Boswells) to support their learning
- Parent Volunteer Programme
- Risk assessments
- Outings and trips permission form to be completed
- Forward planning
- First Aid kit and First Aid trained staff

How accessible is the pre- school?

- Wheelchair accessible
- There are facilities for disabled changing and toilets which can accommodate wheelchairs
- Signs and Visual aids are displayed to support children and families with SEND and/or EAL

How will the pre-school prepare and support my child when joining or transferring to another school?

- We have 'settling in' sessions and work closely with each family to match the child's needs
- We exchange information with other settings that children use (with parental permission) to support transitions
- Key workers visit other settings with their Key children to support transitions and discuss needs with new Key workers and teachers
- We liaise with local schools and arrange visits for children and encourage visits from teachers at our setting to discuss children's needs

How our setting organises our resources to meet the needs of children with SEND?

- We work closely with the area SENCO and have access to a varied range of resources including the Children's Centre and local development officer
- We take into account children's interests in order to provide them with activities and resources which will enhance their learning experiences
- We apply for funding to enhance children's development and learning and improve access to activities
- We use additional funding to adapt our environment to support access to provision for children with additional needs

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

- The Manager and SENCO will work closely with parents, carers and other professionals to determine your child's needs. The key person will be able to identify any additional support required through observation and assessment and development checks so a provision plan can be put in place. This will be reviewed regularly and discussed with parents.

How are parents/carers involved at Springfield Bees Pre-School?

- We are a committee run Pre-school and encourage families to join
- Suggestion box
- We have a comprehensive volunteer programme which parents and carers are free to join

Who can I contact for further information?

- If you would like further information or have any queries regarding your child, please contact the Manager – Carla Deluca on 01245 264110