



## Special Educational Needs and Disability Policy

Elworth Pre-school Group provides an environment in which all children, including those with special educational needs and disabilities (SEND), are supported to reach their full potential.

- We have regard for the Early Years Guide to the 0-25 SEND Code of Practice (Jan 2015).
- We ensure our provision is inclusive to all children with SEND.
- We support parents and children with SEND.
- We identify the specific needs of children with SEND and meet those needs through a range of SEND strategies.
- We work in partnership with parents and other agencies in meeting individual children's needs.
- We monitor and review our policy, practice and provision and, if necessary, make adjustments.

### Procedures

- We designate a member of staff to be the Special Educational Needs Co-ordinator (SENCO) and give his/her name to parents. Our SENCO is Margaret Edwards.
- We ensure that the provision for children with SEND is the responsibility of all members of staff at the setting.
- We ensure that our inclusive admissions practice ensures equality of access and opportunity.
- We use the graduated response system for identifying, assessing and responding to children's special educational needs.
- We work closely with parents of children with SEND to create and maintain a positive partnership.
- We ensure that parents are informed at all stages of the assessment, planning, provision and review of their children's education.
- We provide parents with information on sources of independent advice and support.
- We liaise with other professionals involved with children with SEND and their families, including transfer arrangements to other settings and schools.
- We provide a broad, balanced and differentiated curriculum for all children with SEND.
- We use a system of planning, implementing, monitoring, evaluating and reviewing early learning plans (ILPs) for children with SEND.
- We ensure that children with SEND are appropriately involved at all stages of the graduated response, taking into account their levels of ability.
- We have systems in place for working with other agencies through each stage of the Common Assessment Framework (CAF) and the assessment process for Education, Health and Care Plans.
- We use a system for keeping records of the assessment, planning, provision and review for children with SEND. (Assess, plan, do, review).
- We provide resources (human and financial) to implement our SEND Policy.

- We provide in-service training for practitioners that support children with SEND.
- We raise awareness of any specialism the setting has to offer, e.g. Makaton trained staff.
- We ensure the effectiveness of our SEND provision by collecting information from a range of sources e.g. Individual Education Plan reviews, staff and management meetings, parental and external agency's views, inspections and complaints. This information is collated, evaluated and reviewed annually.
- We provide a complaints procedure.
- We monitor and review our policy annually.

This policy was adopted at a meeting of	Elworth Pre-school Group	
Held on	.....	(date)
Date to be reviewed	.....	(date)
Signed on behalf of the management committee	.....	
Name of signatory	.....	
Role of signatory (e.g. chair/owner)	.....	