Leapfrogs Pre school and Out of School Club

**LOCAL OFFER**

SEN Information Report

New Government Legislation requires us to publish a new report called SEN information report (claus 65 of the new SEN Act.

The Leapfrogs Pre-school and Out of School Club is an inclusive setting and offer a range of provision to support children with Special Educational Needs and Disability (SEND).

* **How does the setting know if children need extra help and what should I do if I think my child may have special educational needs?**

At Leapfrogs you can speak to any of our staff if you have any concerns about your child. However, Gail Barrow is our dedicated coordinator for special educational needs and disabilities.

If your child has an identified special need before joining our setting, Gail will work with you to ensure that everything is put into place (e.g. special equipment, staff training, classroom organisation etc.) before your child joins us.

Your child’s key worker will work with Gail to continually monitor and review your child’s development and progress in the setting through the Early Years Foundation Stage (EYFS) framework.

We work very closely with other professionals such as health visitors, speech and language therapists, educational psychologists and other healthcare professionals to ensure that your child is given appropriate support and that we provide the very best care and educationalopportunities for your child.

* **How will the setting’s staff support my child?**

We have one member of staff, Gail Barrow, who is SENCo, and have a wide range of experience helping children with different needs.

Your child’s key person will develop a strong bond with your child, which can start with a home visit; and we will work with you to ensure your child is happy and settled at Leapfrogs.

Your SENCo will work to ensure that you are closely involved at all stages and will also liaise with a wide range of professionals.

* **How will I know how my child is doing?**

You will be given feedback on your child’s progress via a home school diary. You are always welcome to discuss your child’s progress informally at the setting or by telephone or email. We will also review progress with you via their learning journals and through parent consultations and half termly unique summaries of your child’s progress. At Leapfrogs we have regular open days where you can see how your child is getting on at Leapfrogs and what activities they enjoy and friendships they have made.

The regularity of formal meetings between staff and parents will depend on your child’s level of need.

There are many formal ways of communicating about your child’s progress but nothing is better than an informal chat at the end of the session, so please always speak to us about any concerns.

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* **How will the learning and development provision be matched to my child’s needs?**

Through the EYFS we will observe and assess your child and then plan their learning and development provision around our observations.

We will follow advice from other professionals and how to support your child’s particular needs and the SENCo will ensure that training is accessed for staff, where possible, to support your child’s learning.

* **What support will there be for my child’s overall wellbeing?**

We will involve other professionals (e.g. health visitors) to ensure that we support your child in all areas of development. We will support you and your child with toilet training, and any issues regarding eating, sleeping etc. leapfrogs is fully equipped with changing table/mats/potties etc.

There is a strong emphasis on providing a caring environment, and this is supported through various strategies such as organising children into mixed family groups with older children some of our younger children.

If your child has any specific medical needs our staff will undergo any training – e.g. epi pen training, replacing breathing tubes etc. – and we will administer any medication prescribed by a hospital paediatrician or GP.

We have a behaviour management policy which outlines the procedures used at Leapfrogs, however, if specialist help is required to manage behaviour we can request the support of the inclusion development officer employed by the local authority.

All staff have a positive approach to all children’s individual learning and development and are sensitive to their needs. Unwanted behaviour and the testing of boundaries is often part of growing up, and we will work closely with you to put strategies in place to support and enhance your child’s positive behaviours.

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

We have very good links with our local children’s centre, Bramble Hill, and we work with a wide range of agencies such as advisory teachers, autism advisory teachers, occupational therapists, physiotherapists, educational psychologists, speech and language therapists, health visitors, GPs etc.

We also have a good relationship with all local feeder schools, and this will make the process of moving to a new setting much easier for your child.

* **What training and/or experience do the staff, supporting children with SEND, have?**

All staff have a lot of experience with working with children with special needs.

We are all trained in Makaton sign language and we have access to Makaton signs and symbols at the Leapfrogs so we can look up words to support individual children.

* **How will my child be included in activities outside the setting**?

Your child will benefit from all the activities outside the setting and full risk assessments will be carried out.

We will discuss your child’s needs with you to ensure they can be included. You will not be required to accompany children on any outside activities. However, if you are not happy about your child joining in a trip, visit or event without presence you would be welcome to act as a parent helper on the outing.

* **How will I be involved in discussions about and planning for my child’s learning and development?**

Your child’s key person will be available to discuss your child’s needs however it may be necessary to arrange a mutually convenient time for meeting. Team around the family meetings are carried out regularly.

If outside professionals come into see your child we try to organise a meeting at the end of that visit for a brief discussion. If this is not possible any reports are always copied and given to you.

Parental consent is always obtained before we refer to any outside agencies.

* **How accessible is the building/environment?**

The setting environment is very accessible and meets the current disability regulations.

There is no stairs in our building and we have ramp access.

We have purpose built toys and equipment at your child’s level.

Our garden is all onone level and we have grass, decking, soft floor area and mud area.

We do not have a disabled toilet with wheel chair access; however there is one in the main school next door to our building to which we have full access.

* **How will the setting prepare and support my child with transitions between home, settings and school?**

Before starting Leapfrogs we can carry out a home visit so our staff can meet your child in their home environment. If necessary a health care plan is completed and signed off at this meeting.

Taster sessions will be organised at pre-school for you and your child to attend prior to their start date.

If your child receives care from any other setting (e.g. another nursery or a childminder) we will work with them by sharing journals on a termly basis.

When it is time for your child to leave us to start school or another setting we will contact the new setting and invite them to visit your child at Leapfrogs. During this visit the key person or teacher will meet and play with your child and discuss their development and progress.

* **How will the setting’s resources be used to support children’s special educational needs?**

All equipment and toys are moveable and can be made accessible, they are age and stage appropriate. We will seek to borrow specific equipment needed for specific needs.

Leapfrogs has a highstaff/child ratio, so your child we receive plenty of adult support. We are also a very inclusive setting and have a range of resources/strategies in place to support children with a range of needs e.g. we have a visual timetable (using symbols) this may be used with speech and language delay or if English is a second language.

We have a number of sensory resources, e.g. our dark den.

* **Who can I contact for further information about early years offer in the setting?**

Gail Barrow, Leapfrogs Pre-school, telephone 01763 289942 or email

 leapfrog-preschool@btconnect.com