****

Leaside Under Fives Kindergarten

Leaside Walk, East Street, Ware, Herts SG12 9BT

Charity Registration Number 1142831

**Special Educational Needs and Disability Policy**

**Statement of intent**

We provide an environment in which all children are supported to reach their full potential.

**Aims**

* We adhere and work to the Children and Families Act 2014.
* We have regard for the DfES Special Educational Needs Code of Practice (2014) updated amendments (2018)
* We include all children in our provision.
* We provide practitioners to help support parents and children with Special Educational Needs and Disabilities (SEND).
* We identify the specific needs of children with SEND and meet those needs through a range of strategies.
* We work in partnership with families and other agencies to provide information on the Education, Health and Care Plan (EHCP) to arrange their own support package through a personal budget to meet individual children's needs.
* We monitor and review our practice and provision and, if necessary, make adjustments.
* This policy reflects the EYFS framework 2024.

**Methods**

* We designate a member of staff to be special educational needs co-ordinator (SENCO), her name is Mrs Barbara Conway Baker and we give her name to parents.
* 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 ensure that parents are informed at all stages of the assessment, planning, provision and review of their children's education.
* We work closely with parents of children with SEND to create and maintain a positive partnership.
* We ensure that the provision for children with SEND is the responsibility of all members of the setting.
* We provide a broad and balanced curriculum for all children with SEND.
* We provide a differentiated curriculum to meet individual needs and abilities.
* We provide resources (human and financial) to implement our SEND policy.
* We ensure the privacy of children with SEND when intimate care is being provided.
* We ensure that our physical environment is as far as possible suitable for children with disabilities.
* We provide in-service training for practitioners and volunteers.
* We raise awareness of any specialism the setting has to offer, e.g. Makaton trained staff.
* We provide parents with information on sources of independent advice and support.
* We use a system of planning, implementing, monitoring, evaluating and reviewing Individual Educational Plans (IEPs) 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 use a system for keeping records of the assessment, planning, provision and review for children with SEND.
* The personal Education, Health and Care Plan (EHCP) is the core of the new reforms, giving parents more control and ensures any support is tailor made to each individual need meeting individual targets.
* We can also refer families to the SEN Direct website so we and families can find out what suitable services are available e.g. Local Offer.
* We liaise with other professionals involved with children with SEND and their families, including transfer arrangements to other settings and schools.
* We ensure the effectiveness of our SEND provision by collecting information from a range of sources e.g. IEP 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 | Leaside Under Fives Kindergarten |
| Held on | 5 May 2016 |
| Reviewed on:  Signed on behalf of the Kindergarten | 19th April 2024 |
|  | Margaret Payne |
|  |  |
| Role of signatory (e.g. chairperson etc. | Chair of Committee |