

The Local Offer

Name of Setting: Sharron Ward

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Name of person to contact: Sharron Ward

My child has SEND. I would like to look around. What do I need to do?

I am very happy to welcome new children into my home. You can visit during the day or evening, whichever suits you best. If you would prefer to bring a relative or friend with you, I am very happy for you to do this. I am contactable by my telephone 07816 346348 any time, although if it is not an ideal time to talk then I will call you back at a more convenient time later. I am a Childminder with 9 years' experience and an Ofsted grading of 'Good'. When your child comes along for the first visit, they may like to bring their favourite toy to play with and maybe a comforter. I give parents an information booklet etc. about my setting for them to take home and look through to enable them to make a decision regarding a placement with your child. I can also email a set of my policies and procedures for you to look at in the meantime and then if you should decide to take up the placement I will then print off and get you to sign a copy of these for the file.

How will my child and I be made to feel welcome and how will you get ready for my child coming?

We welcome children and their families into the setting and the children I look after love to meet new people and to be able to talk to them. I ensure that all individual needs are met. You and your child may visit as many times as you feel you need to as each child is different and some may need an extra visit where others settle immediately. I also can come to visit you at home in the child's own environment if you wish. Before your child starts with me I will give you a booklet called 'All About Me'. This enables you to let me know the interests and likes/dislikes of your child etc., For example favourite toys, songs and books, what meal do they like/dislike, what do they drink, do they have a nap and use a comforter, are they still in nappies or toilet trained, family, pets and fears. This information gives me the knowledge to help prepare for your child's first few days with me and will help them to settle in and feel happy and secure with familiar things around them. I also need to know the individual needs of your child for sleep/rest time, medication and meals etc. I work closely with parents/carers to help enable the child to develop further and feel happy and secure.

How accessible are your premises?

My setting is very homely and spacious and has parking on the drive and on the road as I live in a quiet cul-de-sac. I have the downstairs only registered other than a bedroom upstairs for a little one to nap and the main bathroom for emergency use. The front entrance has a low step with access for a pushchair but I do not think a wheelchair would have access. The side entrance has a high step but with access the same as the front entrance. The rear entrance has double doors with a high step and could possibly have wheelchair access to the downstairs, if a ramp was supplied. My premises do have a downstairs toilet albeit a very small room and therefore no wheelchair access is possible. All the children use this bathroom and it has hand washing facilities at a child friendly height. Babies sleep in a travel cot upstairs and the local school is only a 5 minute walk every day. Downstairs all the toys are accessible and at a child's level, but I also have toys stored in the shed and upstairs. The garden has been made into a small sensory garden and is enclosed and secure for the children.

How will you keep my child safe?

I will keep your child safe and free from any kind of physical or emotional harm whilst in my care. I have fire alarms and carbon monoxide detectors within my home and 3 fire exits to evacuate. I hold my Paediatric First Aid certificate and this is kept up to date along with my Safeguarding children/child protection training along with a DBS (formerly CRB). I carry out risk assessments on the premises on a daily basis and on other occasions such as trips out. I also check equipment regularly and make sure it is safe. A behaviour policy is in place for the children. Challenging behaviour is considered in partnership with the parents and possibly other professionals, where steps can be put in place to help us all with any behaviour issues according to the child's individual needs. Positive behaviour is well praised. Medication forms are completed and authorised by parents/carers to allow medication to be given. This forms also states times, medication type and when it has to be administered with a daily signature from the parent/carer on the day it was given. Accidents, incidents and pre-existing injuries are all recorded and a signature obtained. I also hold a Level 2 Food safety certificate which is kept up to date as I provide food on the premises. Dietary requirements and any allergies are taken into account and discussed prior to your child's first day. Action plans can be put in place for allergies if need be.

How will you communicate with me what my child has done, enjoyed and learnt?

To enable you to know exactly what your child has done, enjoyed, learnt and eaten etc., I complete a daily diary each day and send home for you as well as verbally talking to you on handover where possible. I can also keep in touch by telephone or text during the day to keep you up to date on how your child is. I also encourage you to talk to me about your child's experiences at home, so we

The Local Offer

can build on them where possible. This can be done by way of text, telephone, in person as well as in more detail on an 'All About Me' sheet which is sent home for you periodically with the file called My Learning Journey. We welcome your comments in this folder. I compile a Learning Journey for each child under 5 years which is full of photos and observations of what your child has been doing, an individual progress tracker, progress summaries and a report for the 2 year check, which are for you to share with your health visitor. All this is linked to the EYFS and allows me to track your child's progress and plan for their needs. We like to celebrate achievements however big or small and update you with any exciting things your child has done. I have a room which is totally for the children and where they can display their work and what they have been up to. The children love this room and very often talk to me about whose picture is whose and what it is.

How do you work with other professionals?

In partnership with parents, I am happy to liaise with other professionals/outside agencies who may be involved with your child at any time to help support your child's learning and development needs. Health visitors can help and refer you for additional support. If required I can work closely with your health visitor to make the process go smooth and offer any information/help that can complement the support given. I also work with a network of local childminders to keep updated with changes etc., and communicate with other pre-schools where with the parents permission share targets and all help the children to achieve their aims.

What training have you/your staff had in SEND?

Paediatric First Aid Safeguarding/child protection CACHE Level 3 Diploma in Home-based Childcare Baby massage Makaton sign language (2 x taster sessions) Epi-pen training I have also worked with children with autism and ADHD in the past I am happy to access specific training where needed to benefit the needs of your child and to develop my knowledge within the particular area.

How will you adapt play opportunities for my child?

I will discuss with you the individual needs of your child and how your child enjoys play. I will work with you to identify any specialist equipment /toys that may be beneficial to your child. I can look into hiring these from toy libraries etc. It is important that children's play is supported and children's interests are considered and child led play is a good way of doing this. Both indoors and outdoors are used equally for the children. Outdoors is very important for learning and children learn by exploring. I provide a variety of sensory experiences to stimulate and interest your child including natural materials, sensory baskets, homemade sensory experiences and planting/growing sensory herbs etc to feel and smell. I like all the children to feel valued and individual despite any challenges that may arise. Therefore, If and when required I will adapt your child's activities to support them and find an achievable way of doing this. For example: -If a child has reduced fine-motor skills then I would provide thicker pencils and pens and children who may have a visual impairment may require large-print books to read

How will you get ready for my child going to his/her new school?

To help your child get ready for their new setting, I would work and liaise closely with parents, teachers and other settings to help with a smooth happy transition. When the time arrives, wherever possible and depending what other children I may have at that particular time, I can offer to take your child for visits to help them settle in, should you not able to be there on any occasion. I will obtain parental permission to share any information and talk to any other setting about your child. When they start primary school, although there aren't any learning and development requirements in the Childcare Register, I may need to talk to your child's teacher (if they are under 5 years in EYFS) so I can continue to help them and complement their learning at school. To help your child with a new setting, we talk about what happens at school and pre-school. We go on daily school pick-ups and some days do pre-school pick-ups so your child will become familiar with the routines, staff and building which in turn help to develop confidence. I help each child to become independent which includes activities they will encounter at primary school like getting changed for PE, putting their coats and shoes on and off and learning how to do zips and buttons. We can also visit the library and look at books and stories all about starting pre-school and school.

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

When your child starts with me, I spend a short period of time establishing what your child can do. Once this is complete I then record the results on a tracking sheet and use this as a starting point with your child which starts to form the beginning of your child's file called "My Learning Journey". The children's progress is tracked through observing during play and adding photographs and writing. These observations are then linked to the developmental tracker and in turn help towards providing a Progress Summary. The possible directions that are taken are through the child's likes and enjoyable activities. Between the age of 2 and 3 years of age I have to complete a 2 year progress report for your child of which can be shared with the relevant Health Visitor or current professional. Children's progress is shared with parents/carers and any other professionals that are involved with your child. Children and parents/carers along with other settings where applicable are encouraged to be involved in their involvement in their child's Learning Journey. I encourage parents involvement with the learning journey and sharing what their child has experienced or achieved at home, which create new and developing interests as to what we can possibly progress with your child's next steps. My

The Local Offer

Aim is to work together with parent's/carer's at all times. In addition to all of the above I complete a daily log whereby I log a general comment as to how your child has been today – happy, unsettled etc., naps, nappies, food, drink, snacks and what activities, toys etc., he is focusing on, along with the area of learning. This gets copied and then the original sent home for your reference.