The Local Offer

Name of Setting: Woodlands Nursery

Telephone: 01664 562277

Email: woodlands@parklanekids.co.uk

Name of person to contact: Emma Denigan

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

You can contact the setting and we will arrange a time for you and your child to come and look around the nursery. During this time you will have the opportunity to ask any questions you have regarding the nursery and the care we provide along with any questions you have with regard to your child`s additional needs and how we can work together to support and meet their needs. You will be provided with an information pack along with registration forms should you decide we are the right setting for you and your child. Within the registration form you are able to provide us with all relevant information about your child so that we can begin to plan and implement the best care and support for your child.

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

We will arrange settling in sessions for your child in the weeks prior to their start date. You will have the opportunity to remain at the setting with your child for their initial settling in visits should you wish and when you and your child feel ready, we will carry out further settling in sessions in which you may leave your child for short periods of time, then increasing the amount of time when you see fit. We will always work with you to ensure you are happy and feel confident with the settling in process as we know this is a big transition for both parents/carers and young children. During these settling in sessions, you will get the chance to meet the staff that will be working with your child; this is an opportunity to fill in a more detailed document and have in depth conversations about your child`s specific needs, interests, dislikes and any worries or concerns that you feel are important for the staff to know. This information will help us to ensure that care and learning opportunities are tailored to your child. Your child`s details will be imputed onto our online platform which ensures they are stored securely and can be accessed by the relevant people; this online platform also ensure that we are able to continuously communicate with you throughout your child`s nursery journey. We ensure that conversations continue to be ongoing as communication with our families is of paramount importance.

How accessible are your premises?

You can access our setting through the main doors at the front of the nursery or via room specific entrances. We have an access ramp to the main door and access to the rooms is entered via the gardens which are on level ground. All entrances are secured and can only be opened by nursery staff.

How will you keep my child safe?

Our nursery provides a safe and secure place for your child to learn through play. All entrances are secured and can only be opened by nursery staff. The perimeter of the nursery and gardens is secured with high fencing. We ensure each day that every room has the required amount of staff to ensure the safety of the children and meets ratio requirements. We use our online platform to record any accidents/incidents that may happen whilst at nursery to ensure you receive the information in real time. We are also able to record any accidents that happen at home. By keeping these records we may be able to identify a reoccurring pattern or reasons that can inform decisions and allow us to safeguard your child. If you have concerns about your child`s safety due to their high level of care, learning or physical needs we will work together to put appropriate measures in place to ensure their safety. The SENCO may be able to apply for inclusion funding to provide extra provision that is specific to your child to ensure their environment and learning is differentiated and specific to their needs.

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

Using our online platform; Famly, we are able to send you regular updates about what your child has done, enjoyed and learnt. You will receive regular observations where you will get a glimpse at what your child has been doing that day; these will included images or videos of your child, a description of what your child has been doing and any progress made. These observations will include the next steps that your child`s key worker will be focusing on with your child and any areas of development that the key worker will be concentrating on. Alongside this, we always ensure a detailed handover is received and given upon drop off and collection of your child. This ensures an ongoing conversation with the adults working with your child is kept and any relevant information each day can be passed on. If your child is a little unsettled upon drop off, we will send you photographs using our online system to inform you when your child has settled and what they are engaged in and enjoying. Using our online platform, you are able to see your child`s progress in a simple yet informative way; this information is broken down into the seven areas of learning and you are able to see at which stage of development your child is at in each area. We hold regular parents/carers evenings to give parents/carers the opportunity to ask questions, see the setting and talk to all staff with regard to their child and their development; in addition to this

we always encourage parents/carers to contact the setting with any questions or concerns at any time; we are always free to talk.

How do you work with other professionals?

We have good, professional relationships with all outside professionals involved with the children at our setting. We have regular contact and can arrange meetings with professionals and parents/carers when needed. Outside professionals regularly provide support and advice for staff to help them support children with additional needs.

What training have you/your staff had in SEND?

I have a BA Hons degree in supporting children, young people and families in the Early Years and I have completed the Leicestershire County Council courses in `The Code of Practice in the Early Years`, `The SEN code of practice and Role of SENCO` and `The Graduated Approach Towards Identifying and Supporting Young Children with SEND.` Alongside this, myself and the staff at Woodlands Nursery keep up to date with regular online and practical training in areas such as `Encouraging positive behaviour` and `Special Educational Needs` along with many more.

How will you adapt play opportunities for my child?

We treat every child individually and embrace every child`s differences. We make certain we are inclusive of all children ensuring teaching is differentiated and catered to each child`s specific needs and interests. We will make reasonable adjustments to your child`s environment and teaching if this will provide your child with the best possible outcomes. Your child`s key worker will build up a close bond with you and your child and get to know them and what they enjoy; this then informs the planning and strategies that are implemented to provide the best possible learning opportunities for your child. If your child requires a high level of support and differentiated learning, staff will ensure this is reflected in their planning for your child.

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

When it is time for your child to move through to their new room, we support this transition with gradual visits supported by their current key worker. During these visits your child`s key worker will help your child become familiar with the new environment, they will introduce the new adults that your child will be working and help familiarise your child with any new routines or structures that may differ from their current room. These visits will be carried out over the term prior to the move; however, we ensure we meet each individual child`s needs and if we feel your child may need longer and more intensive support we will begin the transition period sooner. When it is time for your child to move onto the next adventure; school, we work closely with your child`s new school and teachers, passing on all relevant information and assessments to ensure a happy and positive transition for your child. If your child requires more intensive and specific support whilst transitioning into school, we make certain that this is supported and work closely with yourself, your child, the school and key workers.

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

We will track your child`s progress using the EYFS framework. You will have access to the current development of your child via our online platform. If your child is not meeting the expected age band, we will work together to identify your child`s areas of need and implement strategies to support their learning. We will use targeted plans to establish your child`s next steps and break down differentiated approaches to support their learning. We will ensure to keep you updated and involved during the entire process and work together to best support your child whilst meeting their interests.