

The Local Offer

Name of Setting: Lisa Burbidge

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Name of person to contact: Lisa

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

Please contact me by phone or email, best times to call would be after 5.30pm weekdays or anytime over the weekend. During our phone conversation I will need the exact childcare you require which are days and times so I can firstly see if I have availability within my setting. If I have spaces we will arrange a visit of my home and please bring your child along too so they can view the environment they may be attending. Write down any questions you will have during our meeting and I will have documents available for you to look at which include my policies and procedures.

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

Prior to starting in my setting, forms will need to be filled in which include your child's likes, dislikes, favourite toys and games. These forms help me choose activities and toys to put out on a weekly basis for your child to explore. If you would like your child to have some settling in sessions then this can be arranged but its not essential but parental preference and depends on how well you think your child will settle.

How accessible are your premises?

My setting has wide fitted doors with a flat pavement leading to my front door. I have a downstairs toilet and access to the garden which is enclosed with patio area and grassed area so can be used whether its wet or dry. My set up is a kitchen area for food preparation and the open dining space has a table for arts and crafts, floor space for construction and mini worlds leading to the outdoors with role play areas and push along toys.

How will you keep my child safe?

Policies and procedures are in place to protect children at all times which are safeguarding, fire procedure and behaviour policy. When your child is in my setting, I have the front door locked and a stair gate between the room and hall leading to the door so no child should reach the door unless its home time. I have the relevant first aid, safeguarding and food hygiene training which is updated regularly. Risk assessments are completed and reviewed regularly which include all outings. The setting is ofsted registered and I have the relevant insurance for my business and car.

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

I give verbal feedback on a daily basis but I also do daily diaries which include what they have eaten, slept and enjoyed doing with their day. These books also help parents to communicate any relevant information needed to be shared. For children 2 years and over I encourage children to share what they have done with their day with their parents/carers and have a notice board with the daily meals the child has had. I complete observations in photo or text form which go towards the child's progress tracker and aims to work towards which link to the EYFS. These are stored in your child's learning journey that you are welcome to look at upon request and I encourage parents to add their thoughts and comments so we can work in partnership together with your child's learning and development. If your child does and any art work then this is also added to their learning journey with a small text to explain what it is.

How do you work with other professionals?

As I promote working in partnership with parents I am happy to liaise with other professionals if they are supporting your child's development for any reason. I do school pick ups to Glenfield primary School so would communicate with your child's teacher if their were any concerns that needed discussing.

What training have you/your staff had in SEND?

I am the sole worker and have gained my level 3 diploma in children's and young people's workforce. I have worked in nurseries for the past 9 years and have only recently started childminding this year. I appreciate the importance of understand SEND and would access any relevant training to support your child's needs.

How will you adapt play opportunities for my child?

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We will discuss the individual needs of your child and adapt activities so that they can be included at all times. Any specific resources needed can be adapted into the setting if beneficial to your child's needs. I aim to provide stimulating and challenging activities to meet all children's needs.

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

We talk about going to school, read books, do role plays and visit the school when there are open days. I do daily school drop offs and pick ups to the local school so children will be familiar with the school grounds, routine and staff members. I promote independence for children to take off their own shoes and coats from a young age so they have a can do attitude.

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

I will always work closely with parents and any other professionals involved with your child's development. I will complete progress checks to share and arrange parents evenings so we can have a further detailed discussion about your child's development and for the parents to ask any questions they may have.