

**LOCAL OFFER: ST NICKS NURSERY  
COMPLETED BY: POLLY WALSH  
DATE: September 2018**

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

All children are offered a home visit before they start attending the nursery which gives you an opportunity to discuss your child's needs. We can then arrange with the necessary outside agencies for any available additional support to be in place for when your child starts attending nursery.

When your child starts attending nursery they will be assigned a key worker. The key worker will work closely with you and your child and observe their learning and development in all areas of the EYFS (Early Years Foundation Stage). An initial assessment of each child will be completed within 2 weeks of them starting which will identify any areas of development where your child may need extra help and support.

The nursery deputy manager and supervisor both have SENDCO training and will be able to support families. Your child's key person or the nursery SENDCOs can arrange meetings to discuss ideas with you and can also liaise with other supportive agencies.

If you think your child may have a special educational need staff are always available to discuss this which is encouraged.

**How will nursery support my child?**

Your child's key worker will observe your child and plan focused activities around their needs and interests. We will work closely with you so we are taking a consistent approach, aiming for the best outcome for your child. The SENDCO and all other staff will be aware of your child's needs and be available to offer support and help at any time.

Your child will have a Setting Based Support Plan which will be completed and reviewed by you and your child's key worker together every 6 weeks. This timeframe is flexible and reviews can be brought forward if needed.

The nursery works closely with other services which may be able to support your child. This includes the ISEND team, Speech and Language Therapists, Early Years Communication Workers, Health Visitors and Children's Centre Key Workers. We can signpost you to these services or arrange for someone to visit you and your child in the nursery. We can also support you with any referrals to these services and help with arranging any 1:1 support that may be required. If any of these

services work with your child we will organise regular reviews with them to share information and plan next steps.

### **How will the curriculum be matched to my child's needs?**

Practitioners in the nursery use the Early Years Foundation Stage (EYFS). Practitioners observe children and link this to the EYFS curriculum. Practitioners will complete an Initial Assessment and use both to plan next steps for your child, working with you to do so. Practitioners will use this information, their observations, and your child's interests to plan activities which will support your child's learning and development. We will work closely with you to agree and implement any next steps.

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

Practitioners link their focus observations, Unique Child Initial Assessments to the EYFS to see what stage your child's learning and development is at. They then use this information to complete summative and formative assessments. These observations and assessments are shared with families regularly so parents can contribute to planning for their child.

The nursery uses Tapestry which is an online Learning Journal. You can use this at any time to view your child's key person's observations of their learning and progress at nursery. You can also use this to add your own photos, videos and observations so we can clearly see how your child is developing at both home and nursery.

We use language checkers within the nursery to check children are on track with their language and communication. If your child needs support with their communication and language your child's key worker will plan focussed activities to develop this.

Information is shared between families and nursery through informal discussions, parents' evenings 3 times a year, and Tapestry. You can talk to the nursery staff at any time about your child's progress.

We offer home learning ideas and activities which are focussed around your child's needs. We have a lending library for children to borrow books from. We also have termly learning letters which tell you all about what we are doing in nursery and give suggestions for how to continue this learning at home.

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

Children's well-being is supported in the nursery through the role of the key person and co-key person who will be able to support the individual needs of the children. We carry out activities regularly with the children with an aim to support their well-

being through the use of small group work and a range of activities including the emotions board and dolls and sharing books around feelings. We follow children's interests to plan their next steps and also support family customs. Each child's emotional well-being is recorded regularly as part of our planning cycle and we are then able to plan their next steps along with any parent or carer input.

### **What specialist services and expertise are available at or accessed by, the nursery?**

We have links with:

- ISEND Early Years Team
- Speech and Language Team
- Children's Centre Key Workers
- Health Visitors
- Community Nursery Nurses

As part of a wider organisation we also have links to FSN services including:

- PACT (Parents and Children Together)
- Healthy cooking for the whole family
- Dragonflies bereavement project

### **What training are the staff supporting children with SEND had or are having?**

Our deputy manager is our SENDCO, supported by the nursery supervisor.

Practitioners have had the following training:

Child Protection (all staff)

Paediatric First Aid (all staff)

SENDCO x 2 staff

Behavioural management x 6

Downs Syndrome x 1

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

All children are given the opportunity to go on trips and visits outside the nursery. A ratio of at least one adult for two children is maintained on these visits. Children are able to bring any specialist equipment along with them. Before the children go on the visit a risk assessment will be completed to ensure that the environment and activity is suitable for all. We use Makaton symbols and flashcards within and outside of our setting for children who need additional support with communication.

## **How accessible and inclusive is the nursery environment?**

The nursery is on two levels and is wheelchair accessible. There is a lift in reception which wheelchair users can use to access the main nursery room. There is one wheelchair accessible toilet and the other toilets are child height so can be easily used by all children.

The nursery environment is enabled to ensure that it is inclusive to all and that everyone has an equal opportunity to enjoy and achieve. Our displays and resources reflect diversity and we use dual language signs, books and displays within the setting to ensure everyone feels welcome. We provide dual language registration forms and information.

We also display Makaton signs and symbols around the nursery and practitioners use these with the children. We are able to access support from the Children's Centre translation service.

## **How will you prepare and support my child to join the nursery, transfer to a new setting or school or the next stage of education and life?**

Before your child starts nursery you will be offered a home visit. This is an opportunity for you to have time to share information with a practitioner who can get to know your child, their likes and dislikes while they are in a familiar environment. We offer families time to settle their children into the setting, and will be led by you and your child as to how long this process takes. We will be on hand to support your child to separate from you so you feel comfortable leaving your child at nursery.

We support children's transition to school, inviting reception teachers into nursery to meet the children. We also take children to visit their new school before they start. Our staff complete summative and formative assessments for your child and share these with their new school or setting. At nursery we run ready for school groups, which are small group focussed activities to prepare your child for their move to school.

## **How are the nursery's resources allocated and matched to children's special educational needs?**

The nursery is well resourced and resources are matched to children's individual needs. Your child's additional needs will be assessed by the ISENDCO and outside agencies involved and the appropriate equipment will be funded for, if required, and brought into the nursery as soon as possible. This will be assessed regularly to ensure that your child's needs are met throughout their time with us.

## **How is the decision made about what type and how much support my child will receive?**

The key person, nursery SENDCOs and nursery managers will work in partnership with parents and carers to ensure that we gain an in-depth knowledge about your child and to plan the best support possible. We have links with other supportive agencies and we have the opportunity to refer families to their services and work in partnership with them to plan the best support for your child. We carefully carry out observations of each child and liaise with parents and carers to share their own findings. We develop links with parents and carers from the beginning of their child's time at St Nicks Nursery. We begin by home visiting which enables us to ask parents and carers if they have any special skills they might like to share with the nursery. Parents and carers are invited in for 'stay and play sessions' and regularly. Working in partnership with parents and carers practitioners spend time.

## **How are parents involved in the setting? How can I be involved?**

We develop links with parents and carers from the beginning of their child's time at St Nicks Nursery. We begin by home visiting which enables us to ask parents and carers if they have any special skills they might like to share with the nursery. Parents and carers are invited in for 'stay and play sessions' and regularly. Working in partnership with parents and carers practitioners spend time chatting to parents and carers at handovers. We use nursery contact books and we ask for parents and carers contributions of ideas towards their child's learning. We are happy for parents and carers to carry out home learning activities and also share interesting things that their child may have achieved. Parents, carers and family members are welcome to help out on trips and outings to the locality. We hold termly parent and carer evenings to enable families to share their children's learning and we will ask for feedback to enable parents and carers to contribute their own ideas.

## **Who can I contact for further information?**

If you require any further information please contact:  
St Nicks Nursery 01424 423683 ext.26 email: [stnicksnursery@fsncharity.co.uk](mailto:stnicksnursery@fsncharity.co.uk)  
or browse our website [www.fsncharity.co.uk](http://www.fsncharity.co.uk)