

Sunnyside Community Pre-school

Special Educational Needs and Disabilities Local Offer

1. *How does Sunnyside Community Pre-school know if children need extra help and what should I do if I think my child may have special educational needs or disabilities?*

At Sunnyside every child is treated as an individual and staff are experienced in observing, assessing and planning next steps for children.

If you have concerns about your child, you should speak with the Manager or Inco (Inclusion and Special Educational Needs Officer) who will be able to advise you.

2. *How will Sunnyside Community Pre-school staff support my child?*

Every child has their own Keyperson who will work with your child and you. She will make next steps plans for your child, based on your child's interests which she will share with you. In addition to this the Inco will make specific Play Plans focused on your child's area of need which will again be shared with you.

The pre-school is also able to call upon the Inclusion team at the Early Childhood Service who are a team of teachers and specialists who will be able to suggest strategies that will support your child at pre-school.

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

Every child has an individual learning plan made for them by their Keyperson based on the curriculum. They will also have a Learning Journal which will contain observations and photographs of your child to support the staff to assess and make plans to progress your child's development. You are welcome to see your child's Learning Journal at any time.

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

All plans will be shared with you as they are developed and assessed for progress and apart from the annual parent consultations, there are regular meeting with families who have children with additional needs. At Sunnyside we operate an "open door" policy and are always available to spend time with parents to discuss their child's progress and development and to help you support your child.

5. *What support will there be for my child's overall well being?*

Staff are very experienced and are able to access additional support from the Early Childhood Service when needed. Should your child require regular prescribed medication then a named member of staff will be responsible for the administering

of this and you will be required to sign for this. The pre-school is able to undertake personal care such as nappy changing.

We promote positive behaviour and staff are trained to support this. Should your child display unwanted behaviour then we will work with you and your child to provide a consistent and planned approach to improve the behaviour. Your child will be involved in the development of this approach.

6. *What specialist services and expertise are available at or accessed by Sunnyside Community Pre-school?*

Whilst the pre-school does not offer specialist services, we are happy to work alongside the specialists involved with your child and they are welcome to visit your child at pre-school.

7. *What training are the staff supporting children with special educational needs and disabilities, had or are having?*

Four staff hold Early Years qualifications which included special educational needs modules, we also have a qualified teacher. Staff have attended training in Autistic Spectrum Disorder; Speech, language and communication workshops; Promoting positive behaviour training; Inclusion co-ordinator training; English as an additional language training and the Inco regularly attends Inco network sessions. Staff continuously update their training.

8. *How will my child be included in activities outside Sunnyside Community Pre-school including trips?*

All children are welcome to attend trips. Prior to the trip the pre-school will discuss with parents the best way for their child to access the activity and a risk assessment will be undertaken. Previously on trips, additional staff have been included to give 1:1 attention to the child or the child's parent/carer has been invited to attend the trip.

9. *How accessible is the Sunnyside Community Pre-school environment?*

Unfortunately, our building and toilets are not fully wheelchair accessible. The outside area has steps to the garden, but we do have a ramp. We are happy to work with families to access any specialist equipment needed. We use PECs and visual timetables to support routines and communication.

10. *How will Sunnyside Community Pre-school prepare and support my child to join the pre-school or transfer to a new setting or school?*

The pre-school is able to offer flexible entry where children can attend for limited times/sessions, with or without their parent as required and where there is a need parents and children can make several visits prior to starting. The type of entry is dependent on the need of the individual child.

When transferring to school the pre-school will initially liaise with the school to arrange the best transition for your child. This could include a meeting between the school, pre-school and parent to discuss the best strategies to support transition; several visits to the school by your child; photographs of the school; teacher visits to the pre-school.

11. *How are Sunnyside Community Pre-school's resources allocated and matched to children's special educational needs?*

As a registered charity we have very limited funds, however, we are able to apply for funding from West Sussex County Council to enable the pre-school to employ an additional member of staff to initially help to settle your child if needed or we are also able to apply for a bursary to purchase specialist equipment.

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

Initially the pre-school Manager and Inco will meet with you to discuss your child's needs. The Early Childhood Service may also offer support at this stage. A plan will be developed involving you for your child's transition and support needed will be put in place.

Once your child has started an Individual Plan will be made which you will be involved with, this will be regularly reviewed and monitored.

13. *How are parents involved at Sunnyside? How can I be involved?*

As a community pre-school we are very happy to have parents involved with the group. This could be as a member of the Parent Management Committee, as a fundraiser or as a volunteer parent helper (this does not have to be on a regular basis). We are always pleased to have parents stay for a session or part of a session to play with the children.

14. *Who can I contact for further information?*

More detailed information is available in our policies, specifically our "Promoting Positive Behaviour", "Inclusion", "Administration of Medication", "Supporting Children with Additional Needs" and "Working in Partnership with other Agencies". Please contact us to be sent our policies

What our parents say about us.

'Sophie enjoyed her time at Sunnyside pre-school. Sophie has additional needs and I wondered if she would cope in a mainstream setting. Staff were supportive and caring. Their friendly and flexible approach helped to build a good relationship between myself and the pre-school. Sophie had a really inclusive experience with access to new learning experiences such as taking part in the Christmas play. She made new friendships. During her time at Sunnyside I felt confident that staff met Sophie's complex special needs. Jan had strong links

with Sophie's primary school St Mary's and was able to assist me with Sophie's transition into primary school her statement of SEN. Overall, I have good memories of Sophie's time at Sunnyside pre-school."

"My daughter Amy attended Sunnyside for one year. She has autism which severely impacts on her social communication and learning.

Staff were very understanding of Amy's needs but also had extra training and were always open to input from external agencies.

During Amy's time at Sunnyside her speech came on in leaps and bounds. She was fully included in all activities and always seemed happy.

I will particularly remember two things about Sunnyside. Firstly, how welcome we made to feel from our very first visit. Secondly, how fond the staff were of Amy and how excited they were every time she made even the smallest steps of progress.

When it came to choosing a pre-school for Amy's younger brother I didn't need to look anywhere else."

To register your child at the pre-school you need to contact our Registration Secretary on sunnysidepreschool.eg@gmail.com

If you wish to discuss your child prior to starting you need to contact either the Manager or INCo/SENCo at sunnysidecommunitypreschool@gmail.com or on the Sunnyside Telephone number 07903 703425.

Once your child has started at Sunnyside they will have a Keyperson to support them. You can discuss concerns or progress with them, the Manager or INCo at any time.