

LOCAL OFFER

Under the Children and Families Bill (2014) local authorities are required to publish and keep under review information about services that they expect to be available for children and young people with disabilities and Special Educational Needs aged 0 - 25. This is called the Local Offer. The intention of the Local Offer is to improve choice and transparency for families. The Local Offer is also an important resource for professionals in understanding the range of services and provision in the local area.

HANHAM TODDLERS PRE-SCHOOL

LOCAL OFFER

Staff

The pre-school has two Special Educational Needs and Disabilities Co-ordinator (SENDCo), Mrs Maxine Skuse for 12 hours per week and Mrs Nicola Thomas for 6 hours per week. There are also three other members of staff who are regularly involved with SEND (Special Educational Needs and Disabilities) children.

How we identify if children need extra help at Hanham Toddlers Pre-school:

- Concerns are raised by staff at the 2 Year Old Progress Check.
- Concerns are raised by a parent/carer.
- Limited progress is being made.
- A child has already been identified with a Special Educational Need and/or Disability before they start pre-school.

What should you as parents do if you feel your child has a Special Educational Need and/or Disability?

- Firstly, speak to your child's Group Leader or Key Person.
- An appointment will be made with the Manager - Nicola Thomas (Manager & SENDCo).
- You may also speak to Maxine Skuse (SENDCo).

How will the pre-school support your child?

- If we are concerned about your child we will contact you to arrange a meeting to discuss your child's needs and the next steps to be taken.
- Discussions will take place between the Manager, Group Leader, Key Person and SENDCo.
- A 'My Plan' will be actioned.

- Your child may take part in targeted group work with the SENDCo to support confidence and learning within a specific area.
- Enhanced support may be given by the SENDCo or SEND Support practitioners.
- A SEND home/school diary will be put in place to support your child's learning at home.
- For some children, additional services may be involved to work alongside the pre-school to give specialist advice, e.g. Speech and Language Therapist.

How does the pre-school set individual targets?

- Each child will have a 'My Plan' with a maximum of three clear, short targets for a period of six weeks.
- Other services such as Speech and Language will input into the targets.
- Your child's Key Person and/or SEND Support will be given targets to work towards from the 'My Plan'.
- 1:1 or small group targeted support will be provided to enable children to work towards their targets.
- Parents Voices and Childs Voices will be taken into account when setting and reviewing targets.
- Review paperwork will be completed, and parents/carers will be involved at the end of each six week period.

Practitioners input at Hanham Toddlers Pre-school

- All practitioners receive regular training on SEND.
- The setting SENDCO attends regular training through the Local Authority or on the VLE (Virtual Learning Environment).

How does the curriculum match to your child's needs?

- Hanham Toddlers Pre-school will differentiate the curriculum based on an individual child's needs.
- Personalised resources and equipment are put in place to match the needs of the child:
 - 'Busy tables' with individual visual timetables
 - Choice boards
 - Now and Next boards
 - Visuals
 - Timers
 - Language steps
 - Narrative Therapy
 - Makaton

How are parent/carers able to share information with Hanham Toddlers Pre-school or find out how their child is doing?

- Through conversations at the end of the day with your child's Group Leader.
- At Key Person meetings.
- Using your SEND home school diary.
- 'My Plan' review meetings.

Specialist services that can be accessed by Hanham Toddlers Pre-school to support your child

- Speech and Language Therapy
- South Gloucestershire Early Years Inclusion Support Team
- Occupational Therapists
- Paediatricians
- Educational Psychologists
- Visually Impaired Team
- SEND 0 - 25 Assessment Team
- South Gloucestershire Parents and Carers

The pre-school always consults with parents and seeks their permission before we speak to any specialist service.

Educational Health Care Plans - assessment of a child's needs

This type of support is available for children:

- whose learning needs are severe, complex and lifelong and cannot be met through quality first teaching or intervention over time.

Children with medical needs

- A Health Care Plan will be put in place with the Manager.
- Relevant training is sought e.g. use of Epi-Pen, Type 1 Diabetes.
- Administering Medication Forms are completed giving signed medical consent by the Manager and parent/carer. This ensures the safety of the child and practitioner.

Transition to school for children with SEND

- meetings are held with the relevant school to include the school's SENDCO.
- the pre-school will plan extra visits to the school if required.
- extra photographs will be placed in the Transition Book if required.
- the pre-school will complete an All About Me information sheet.
- where possible we will ask the school to visit the pre-school.

- the pre-school will plan SEND children's transition with parents/carers and other professionals involved. This helps to provide a smooth and supportive transition into school for those children with special educational needs.