



Early Years Nursery

Our SEN and Disability information

How does the pre-school/ nursery know if children need extra help and what should I do if I think my child has special educational needs?

Before children start at Early Years Nursery the family are invited to come and have a look around and discuss their child's needs. If the child has SEN or a disability this is then discussed with the SENCO, Key Person and Manager. A Setting Based Support Plan (SBSP) and a risk assessment if required will be put into place before the child starts nursery.

When children start at Early Year Nursery at the age of two their key person will write their integrated review between 6 and 8 weeks, which will be discussed with the parents. This is compiled using evidence from the child's Learning Journeys, SBSP and observations. When a child moves onto school a summative or final assessment or Education, Health and Care Plan (EHCP) will be carried out on the child and passed on to the school. This is discussed with their parents.

When children are at Early Years Nursery ongoing observations and assessments are carried out to find out their next steps, where they are at, and their best fit in the Early Years Foundation Stage (EYFS) and within their setting Based Support Plan.

After these assessments the SENCO and Manager would sensitively approach parents and advise them to speak to their health visitor/doctor, and with their permission their child would be referred to ISEND

The Nursery has a SEN and Inclusion Policy that states that all children are treated as individuals, and welcomed into our nursery, regardless of individual needs.

How will the pre-school/ nursery support my child with special educational needs?

Early Years Nursery strive to provide a broad and balanced curriculum for all the children, when planning, practitioners set suitable learning challenges and respond to children's diverse learning needs. Some children have barriers to learning, that mean they have SEN and require particular action by the Nursery.

The SENCO'S role is to talk to parents with the key person, work out the child's needs and how to help them progress and access every area of the nursery, according to their individual needs. The role of the key person is to develop a strong relationship with the child and parents and work with parents, to implement the SBSP and record the progress of their child.

If needed the nursery will contact outside services or agencies that can help the child or, if already involved, they are invited into nursery at any time to meet with the SENCO and key person and to work with the child. The Key person will continue to support the child with the advice given from the outside agencies.

If a child requires additional support this can be provide this through funding for a 1: 1 worker and/or different strategies in place i.e. time lines, sand timer, now and next, signing and symbols. The nursery will change and adapt the environment and use equipment, needed to support their physical needs.

How is the decision made about what type and how much support my child/young person will receive?

At Early Years Nursery, children with an SEN are supported through their level of need, if 1:1 is needed funding would be requested from ISEND Early Years' Service the inclusion support fund, equipment can be supplied from this service, if a child is eligible for EYPP, equipment can be purchased to support them. Also through this funding, staff can receive training to support the child.

Each child is assessed individually by the nursery, parents and all professionals involved with the child. Through reviews of SBSP each term, we will check to see if a child is receiving enough support. Every term parents are invited to a meeting with their child key person to discuss how their child is progressing at nursery. Professionals come to nursery on a regular basis to assess children with SEN.

<https://new.eastsussex.gov.uk/childrenandfamilies/specialneeds/send-education/sen/funding/early-years/>

How will the nursery review my child's progress and how shall they share it with me?

Early Years Nursery has an open door policy where parents are welcome into the nursery at any time. Every day their key person is available and will talk to you about your child's day.

Every term parents are invited into nursery for a 1:1 meeting with the child's key person who will show you their learning journey, summative assessments, individual tracking sheets, SBSP. Your child's progress at nursery will be discussed, as well as how they are progressing at home. The child's next steps and their targets, and add anything you would like the nursery to work on with your child in the next 6 weeks. Home learning ideas will also be

discussed and will be incorporated into the next steps and send a copy home with you.

For a child Parents are involved in the nursery by being able to see their child key worker every day. When EHCP, SBSP or next steps are written they are discussed at a meeting with the parents so they can add their input. If a parent is worried or needs to discuss something about their child they can arrange a meeting with the key person, SENCO or manager.

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

Early Years Nursery recognises and values the individuality of all children, working partnership with children's families will ensure consistent adult responses to children's behaviour. Early Years Nursery encourage self-discipline and respect for each other, for themselves, the surroundings and property having realistic and appropriate expectations for each child. Nursery's aim is to build children's self-esteem, reinforcing acceptable behaviour. Practitioners are positive role models by setting good examples, encouraging each child's ability to think for themselves and to take responsibility for their actions. Positive behaviour is rewarded through the use of praise, stickers and reward charts.

If your child needs medication at nursery it will only be administered by a member of staff who is a qualified first aider, in the presence of another member of staff. If technical or medical knowledge is required, individual training will be given from a health professional. All medication will be stored in its original container, clearly labelled, including the prescribers instructions and stored in a medicine cabinet or fridge that is inaccessible to children. Medication will only be administered if it has been prescribe by a doctor, pharmacist, dentist or nurse. A prior consent form must be completed and signed by parents for each and every medicine. Records will be kept, including dosage, name of medication, time of administration, person administering and a witness to the procedure. Parents will sign the medication form when the child is collected.

Early Years Nursery follow the correct procedure within the medicine policy and the Manager has had safe handling of medicine training. Parents when enrolling their child will be asked to complete and sign a form allowing us to administer medicine in an emergency e.g. liquid paracetamol to be given when a child has a high temperature, allergy relief for an allergic reaction.

What training do the staff have in supporting children with special educational needs or disabilities?

All practitioners at Early Years nursery are trained from a level 2 to a level 5 NVQ or equivalent, in child care. Practitioners have attended behaviour management training. One member of staff is SENCO trained which is updated regularly, with inclusion support groups, refresher courses and the qualification is retaken every three years. All staff has paediatric first aid

training which is retaken every 3 years. Some staff have, Makaton training and Down syndrome awareness training. All staff have child protection training on induction and refresh every year. Another member of staff has specific training in child protection and is the designated safeguarding lead. Early Years Nursery have trained staff to be able to use an Epi-pen, gastrostomy and using a suctioning machine. Some staff has had training in epilepsy, for specific children.

The Manager and SENCO will work with outside agencies to support the child in the setting. Then the key person will use the resources provided from ISEND, and SALT such as Now and next, Time lines, social stories, Sand times.

What specialist services and support are available to the pre-school/nursery?

Early Years Nursery have access to, specialist early years practitioners, from the ISEND team, The Children's Integrated Therapy Service (CITS) provide speech and language therapists, occupational therapists and physiotherapists. If your child is involved with an external service, multi-disciplinary meetings are held at nursery so that all those involved in the child's care can discuss progress and next steps. There are many other services available from East Sussex that can work closely with your child if needed, please see link.

<https://www.eastsussex.gov.uk/childrenandfamilies/specialneeds/send-education/sen/services-supporting-schools>

How will my child/young person be included in activities outside the pre-school/ nursery, including trips?

Not Applicable

How accessible is the pre-school/ nursery?

At Early Years Nursery our environment is fully wheelchair accessible for children and adults creating an inclusive nursery, integrating with Glyne Gap special needs nursery.

The nursery is open plan with a soft play area, quiet sensory pod, gardens and cabin for 1:1 work, 2-3 caterpillar area and 3-5 butterfly area. Children can be taken to different areas, to enable them to access an activity.

Early Years Nursery has a disabled toilet and changing facilities. If specialist equipment is needed the Nursery and outside services will buy the equipment through extra funding to support the child.

During the completion of a visual impairment audit, the only recommendation for the nursery was the steps to be painted white for safety.

Parents with English as an additional language can get Support Service to access a translator for Nursery. Then each time the information is given to the parent the translator can explain it to them. The key person would work very closely with the parent, spending time with them to make sure they feel happy and confident to leave their child at nursery. A photo book could be made to help Nursery explain things if the translator is not with them. Nursery would label all equipment in nursery with photos and words. Parents would be asked for key words in their home language which would be used with both parent and child. Parents would also be asked to provide items from home to make them feel more comfortable.

A special educational needs bursary is available and allocated on an individual basis according to each child's needs. Staffs are then deployed according to the needs of children in each session. If needed, Early Years Nursery will apply for additional funding for a child from the Local Authority, which can be used for equipment or extra staff.

How will the pre-school/nursery help my child move on to school?

Early Years booklet shows photos of what your child will do when they join nursery. When a child with SEN wants to join Early Years Nursery they can visit with their parents as many times as they like, to play and join in. When they are ready the parents can leave them for a short period of time. The key person will discuss any needs the parents feel the child will have, these will be discussed with the manager and SENCO.

If your child has a dual placement their key person will visit the other placement and discuss their development. The child's learning journey, assessment and any changes will be shared between placements.

When a child is ready to move on to school or a new setting their learning journey will be shared along with their integrated review, Setting Based Support Plan, Education, Health and Care Plan (EHCP) and summative or final assessments. The teacher from the new school or setting will be invited in to nursery as many times as is possible to meet with the child, parent, key worker and SENCO. The key person will then be able to visit the new school with the child and parents.

Give us your views about this information

Contact localoffer@eastsussex.gov.uk or call Information for Families 0345 60 80 192

More information, advice and support

The local offer- what is available for children and young people with special educational needs in East Sussex

- www.eastsussex.gov.uk/localoffer

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