



# Danbury Pre-Schools



Registered Charity no: 1111808

Accredited PSLA membership no: 10584 DFES/Ofsted nos: 520349/581607

Tel: 0845 643 0076

Website: <http://www.danburypreschools.org.uk>

## SPECIAL EDUCATIONAL NEEDS/DISABILITY POLICY

### Statement of intent

We provide an environment in which all children, including those with special needs, are supported to reach their full potential.

### Aims

- We have regard for the DfES Special Educational Needs Code of Practice (2001).
- We ensure our provision is inclusive to all children with special educational needs.
- We provide practitioners to help support parents and children with special educational needs (SEN)/disabilities.
- We identify the specific needs of children with special educational needs (SEN)/disabilities and meet those needs through a range of (SEN) strategies.
- We work in partnership with parents and other agencies in meeting individual children's needs.
- We monitor and review our policy, practice and provision and, if necessary, make adjustments.

### Methods

- We designate members of staff to be Special Educational Needs Co-ordinators (SENCO) and give their names to parents.

Our Special Educational Needs Co-ordinators are listed at the front of this file.

We provide a statement showing how we provide for children with SEN/disabilities.

- We ensure that the provision for children with special educational needs/ disabilities is the responsibility of all members of the setting.
- We ensure that our inclusive admissions practice ensures equality of access and opportunity.
- We use the graduated response system for identifying, assessing and responding to children's special educational needs.
- We ensure that our physical environment is, as far as possible, suitable for children with disabilities.
- We work closely with parents of children with special educational needs/disabilities to create and maintain a positive partnership.

- We ensure that parents are informed at all stages of the assessment, planning, provision and review of their children's education.
- We provide parents with information on sources of independent advice and support.
- We liaise with other professionals involved with children with special educational needs/disabilities and their families, including transfer arrangements to other settings and schools.
- We provide a broad, balanced and differentiated curriculum for all children with special educational needs/disabilities to meet individual needs and abilities.
- We use a system of planning, implementing, monitoring, evaluating and reviewing Individual Educational Plans (IEPs) for children with special educational needs/disabilities.
- We ensure that children with special educational needs/disabilities are appropriately involved at all stages of the graduated response, taking into account their levels of ability.
- We have systems in place for supporting children during Early Years Action, Early Years Action Plus, Statutory Assessment and the Statementing process.
- We use a system for keeping records of the assessment, planning, provision and review for children with special educational needs/disabilities.
- We provide resources (human and financial) to implement our special educational needs/disability policy.
- We ensure the privacy of children with special educational needs/disabilities when intimate care is being provided.
- We provide in-service training for parents, practitioners and volunteers.
- We raise awareness of any specialism the setting has to offer, e.g. Makaton trained staff.
- We ensure the effectiveness of our SEN/disability provision by collecting information from a range of sources e.g. Individual Education Plan reviews, staff and management meetings, parental and external agencies views, inspections and complaints. This information is collated, evaluated and reviewed annually.
- We provide a complaints procedure.
- We monitor and review our policy annually.

**This policy was adopted at a meeting of Danbury Pre-Schools**

<b>Held on (date)</b>	<b>10<sup>th</sup> July 2008</b>
<b>Date of next review</b>	<b>July 2009</b>
<b>Signed on behalf of the Pre-Schools</b>	<b>Wendy Dunston</b>
<b>Role of Signatory</b>	<b>Chair</b>