



**SEN Local Offer  
Inkspots  
Inkpen Primary School  
Weavers Lane  
Inkpen  
RG17 9QE  
Tel 01488 668219  
Age Band 3-4**

**Our setting is reasonably small, taking up to 12 children at present, and is set within a small village primary school. Our primary objectives for children within our setting is that they are happy and relaxed in their environment enabling them to explore and learn independently.**

**How does the setting identify children with additional needs or SEND?**

Our staff are trained/in training, constantly sharing knowledge and experience to help towards our common goal-: to provide the best care for each individual child. Our designated Special Educational needs co-ordinator is active in observing the needs of our children and as a team we work together to evolve our care as best we can to suit each child.

Each child is allocated a "Key Person" whose role is to develop trusting relationships with children and parents to enable respectful sharing of information. Our designated Special Education Needs Co-Ordinator is active in observing the needs of our children and as a team we work together to evolve our care to suit each child.

**How will I be informed / consulted about the ways in which my child is being supported?**

Each day there is ample opportunity to chat with staff at drop off and pick up times. On a regular basis parents are invited to individual meetings with their child's key person to discuss the child's progress and to share information and experiences. We ensure that parents are informed at all stages of the assessment, planning, provision and review of their children's education. We welcome any additional reports from health care professional and will work with you to plan appropriately to meet your child's requirements.

**How will the setting adapt the Early Years Foundation Stage curriculum for my child's needs?**

Children are recognised individually and we adapt our teaching to meet the individual needs of each child. We use a system of planning, implementing, monitoring, evaluating and reviewing individual education plans for children with special education needs. We ensure that all children within our setting are appropriately involved, taking into account their levels of ability. We would invest resources (human and financial) advised to be valuable to any child with special educational needs in our care.

**What teaching strategies does the setting use for children with additional needs or learning difficulties?**

Our teaching strategies are constantly evolving to ensure inclusion for all children, we live and learn each day, reflect and plan to suit all.

## **What additional support does the setting provide for children with additional needs or SEND?**

We provide an environment in which all children, including those with special educational needs are supported to reach their full potential. We identify the specific needs of children with special educational needs and meet those needs through a range of SEN strategies, working in partnership with parents and other agencies.

## **How will the setting monitor my child's progress and how will I be involved in this?**

We constantly monitor children's progress through observation and interaction, both in group play and 1 to 1 sessions. We share observations, progress and concern with parents and work closely to create and maintain a positive relationship. We operate an open door policy whereby parents are always welcome to the setting to observe their children themselves and ensure they are happy with their progress. Regular meetings between key persons and parents discuss and plan for the child's development whilst in our care. We maintain a learning record for each child, available for parents to view at any time.

## **How do you ensure children with additional needs or SEND can be included in the same activities as other children, including trips?**

We strive to provide a service inclusive to all; we plan trips and activities that are suitable for the whole group. Risk assessments are carried out to ensure the safety of all children and we seek to provide a variety of activities that include and challenge all our children taking account of varying levels of ability.

## **How accessible is the building for children with mobility difficulties / wheelchair users?**

We ensure that our inclusive admissions practice ensures equality of access and opportunity. The main school building has security gates and doors at every point: all areas are accessible by wide doorways and ramps if necessary. We would work individually with parents to meet the needs of their children, to discuss the limitations of the building and to ensure they and their children are able to fully participate within our setting.

## **How will you support my child's transition to a new setting or school?**

We will share our knowledge and experience of your child with your chosen new setting or school. Whilst children are with us, we put together a learning record for each child using written observations, photographs and assessments against age related milestones to demonstrate their abilities, their strengths and their areas of development. We would share these records with your chosen new setting or school and would be happy to meet with new teachers to discuss required educational plans.

Inkspots Early Years is located within Inkpen Primary school. Whilst we run independently to the primary school, from time to time there are occasions when we do join up as a whole for celebration. Our children tend to easily form relationships with both primary children and teachers alike. Particularly we endeavour to ensure our children integrate with Reception and Year 1 children and staff, sharing a purpose built outdoor classroom, specifically designed for foundation stage children. Alongside role play sessions in our own classroom, our children effectively have the benefits of tasting school life before they start in Reception.

## **How does the setting assess the overall effectiveness of its SEN provision and how can parents / carers take part in this evaluation?**

We ensure that the provision for children with special educational needs is the responsibility of all members of the setting. We ensure that our inclusive admissions practice ensures equality of access and opportunity. We work closely with parents of children with special educational needs to create and maintain a positive partnership. We monitor and review policies to ensure they are current and relevant to the children in our care. We record the views of children, parents and professionals to constantly challenge our setting to strive to offer the best service and support.

Our staff regularly attend organised training sessions to ensure we offer the best provision to parents and children with special educational needs. We maintain close working partnerships both with other local early year's providers to share best practices and experiences and with West Berkshire Early Years Team of whom we ask constructive opinion.

### **Who should I contact if I am considering registering for a place at the setting?**

Marie Llewellyn. Inkspots Early Years at Inkpen Primary School.

### **What arrangements does the setting have for feedback from parents / carers, including compliments and complaints?**

We have a complaints procedure should parents feel their child's needs have not been met and of course OFSTED will always receive parents views and act accordingly.

We also have an annual feedback form on which parents can relay strengths and weaknesses of our setting back to us enabling us to strive for a better service.

Staff will always receive parents and children's views with a welcome attitude, we work together to provide the best we can.