

LITLINGTON PRE-SCHOOL

SPECIAL EDUCATION AND DISABILITY NEEDS

POLICIES AND PROCEDURES

Our pre-school aims to have regard to the SEN Code of Practice (2015) on special educational needs and also to the guidelines supplied to private and voluntary providers of pre-school education. We aim to provide a welcome and appropriate learning opportunity, for all children.

- Children with special needs and disabilities like all other children, are admitted to the pre-school after consultation between parents and pre-school leader. A stepped transition may be operated if staff need training beforehand.
- Our aim is to provide for the individual developmental needs of every child in the group.
- All children in the group, irrespective of their special needs, or disabilities are encouraged wherever possible and appropriate to participate in all the group's activities.
- Our system of observation and record keeping, which operates in conjunction with parents, and where relevant children, enables us to monitor children's needs, wishes, concerns and progress on an individual basis.
- The needs and progress of children who have special educational needs or disabilities(including accessibility to the premises and facilities) are monitored by our group's joint Special Educational Needs Co-ordinators, Debbie Windsor and Yvonne Rolfe.
- We work closely with the parents of all the children in the group to ensure that
 - the group draws upon the knowledge and expertise of parents in planning provision for the child
 - the child's progress and achievements are shared and discussed with parents on a regular basis and if outside agencies need to be consulted permission will always be sought from parents/carers beforehand.
 - parents know the identity of the group's joint Special Educational Needs Co-ordinators – Debbie Windsor and Yvonne Rolfe..
 - parents are aware of the arrangements for the admission and integration of children with special educational needs and disabilities.
- If it is felt that a child's needs cannot be met in the pre-school without additional personnel and/or equipment and staff training, funding will be discussed with the committee as necessary and appropriate grants will be sought.
- Children are monitored by the staff and if appropriate reported to the setting SENCO. After discussion with parents/guardian targeted Next Steps/Support Plan and an Education Health and Care Plan(EHCP) for the child may be introduced, with the setting being able to be guided/ advised by an Early Years Advisor. Other relevant professionals and agencies may be contacted, as agreed with parents/carers, to meet the children's specific needs.
- Our staff attend whenever possible in-service training on special needs arranged by the Pre-school Learning Alliance and other professional bodies.

This policy was reviewed at the AGM on 15th September 2025

Signed on behalf of Litlington Pre-school.....

Yvonne Rolfe Leader

Signed on behalf of Committee.....Sammy Harris Chair