

RAINBOW CORNER LOCAL OFFER POLICY

At Rainbow Corner Nursery School, every child is an individual and staff are experienced in observing and assessing the next steps for the children. Your child will be allocated a Key Person who will be responsible for your child's development. The Key Person completes focus weeks on your child during their time in our early years setting. The Key Person will also share information with you about your child's development and we encourage you to also share information with the Key Person about your child's development at home. The information gathered from assessments, observations and with speaking to you, supports the Key Person in planning your child's next steps to support their development. We also have a buddy system; this means your child will have a back-up key person if their usual key person is on holiday. Through this process if the Key Person has any concerns about your child's development, they will speak with you and the setting's Special Educational Needs Co-ordinator (SENCO).

Our special educational needs co-ordinator (SENCO) will converse with parents and if necessary, they seek guidance with outside services for further support. This can include speech and language therapists, outreach workers, social services.

If you have any concerns about your child, you should speak with your child's Key Person who will consult the nursery's Special Educational Needs Co-ordinator. For a child with special educational needs and/or disabilities, a meeting with the SENCO will be necessary so their needs can be identified before the child starts at Rainbow Corner Nursery School and any reasonable adjustments can then be made to the nursery environment.

How will the Staff support my child?

Your child's Key Person will work in partnership with both you and your child. We fully encourage you to share information regularly with the Key Person. Our SENCO will also be on hand to support you and your child. We will involve you along the way and invite you to regular meetings where you will be included in the decision making of what aims for development are set for your child. If required, with your permission, we can make referrals to other professionals such as the Speech and Language therapist.

How will the curriculum be matched to my child's needs?

Every child is seen as an individual within our setting. The Key Person, through talking with you, your child and through observations, will get to know what your child's interests are. They will also get to know how your child prefers to learn. Using this information assists the Key Person in adapting activities to support your child in accessing the Early Years curriculum. Various strategies are used to support the children, for example, "first and then" cards of what to do now and what to do next, small group activities and differentiation of activities.

How will both you and I know how my child is doing and how will you help me to support my child's learning?

Your child's Key Person will speak with you at each session and you will have regular contact with the SENCO. Your child's progress is recorded on their Online Learning Journey using Nursery in a Box, through written comments, observations and photographs as well as input from you as well, such as photos taken at home or on holiday. You will be invited to meetings with the Key Person, SENCO and any other professionals involved. We can also give ideas of what to do at home to support your child's development. At Rainbow Corner Nursery School, we operate an "open door" policy and staff are always available to discuss your child's progress and development and to help you support your child.

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

We offer "settling in" visits which will help familiarise your child with the nursery. Care routines will be discussed prior to starting Rainbow Corner Nursery School, including nappy changing and sleep routines etc. We are also able to administer prescribed medicines; however, we request that parents complete a "Medicine Permission Form" when they arrive at the nursery. If necessary, a medical care plan will also be completed for ongoing treatments and prescriptions. If additional training is required to administer medicine, we will undertake this as necessary. Promoting positive behaviour is important to the setting in which we have a behaviour policy. We will discuss any behaviour concerns with you to maintain a consistent approach between home and nursery. The safety of your child is paramount and if a family member or friend who we have not met before is collecting your child, we will ask first for you to inform us on the day, but then also for this person to have a password and for you to send us an up to date photograph, so as we are able to make an accurate identification of the person collecting.

What specialist services and expertise are available at or accessed by Rainbow Corner Nursery School?

We work with all professionals as required for each child and always encourage these people to come and visit the relevant children in the setting. We work closely with other early years professionals who come into our setting. You will always receive a copy of any report written by us or by other professionals and you will always be invited to meetings. We have a wealth of experience, working with Speech and language therapist, Portage, PDSA, Education phycologists, Health Visitors, Physio's, community nurses, Willows outreach service and Sensory impairment service.

What training have the staff had who are supporting children with Special Educational Needs?

All practitioners at Rainbow Corner Nursery School have experience of working with children and families with SEND. The SENCO's have both attended the most recent SEND Code of Practice training. We have early years practitioners who have experience of working with children with Autism, Down syndrome, hearing impairment, visual impairment, Language

disorders and GDD (Global development delay). The staff continually receive and refresh their training. All staff are qualified within Early Years or are currently studying for qualifications. Staff have attended the following: - Portage, Makaton, Autism, Behaviour, Speech and Language and staff also attend regular SENCo cluster meetings within the city.

How will my child be included in activities outside Rainbow Corner Nursery School, including trips?

At Rainbow Corner we do go on trips, risk assessments are completed on all walks and we take a mobile phone (without a camera built in) and a first aid kit. Any medicine needed by a child who may be going on the walk will be taken along by the Key Person. All children wear high visibility jackets.

How accessible is Rainbow Corner Nursery School?

We will work closely with all parents to access any specialist equipment that may be required. We are happy to make any reasonable adjustment to our environment that may be required. The rear garden area is flat with a ramp leading into the main playrooms. Visual timetables are used to assist children with the daily routine and communications.

How will Rainbow Corner Nursery School prepare and support my child to join the nursery or transfer to a new setting or school?

Before your child joins the nursery, we encourage you to visit the setting so that you can both become familiar with the environment. We work closely with each family to develop a settling in routine to match your child's needs. If your child attends another setting, we share the child's progress with that setting. We liaise with local schools to arrange visits for their teachers to visit the children at Rainbow Corner to aid the transition process to the new school. During this visit, your child's Key Person will have time to discuss your child's needs and share their Online Learning Journey with them. A report is produced by the Key Person when your child leaves the setting which is passed on to school via secure post or by hand. We also attend a transition meeting where we can discuss all children with their teachers. We have experience of writing successful EHCP (Education health and care plans) to support children who need extra support at School.

How are Rainbow Corner Nursery School resources allocated and matched to children's special educational needs and disabilities?

We can apply for funding from Portsmouth City Council to enable the nursery to employ an additional member of staff to work with your child if needed or we can apply for a specialist grant to purchase specialist equipment. Although each application is carefully considered, we cannot guarantee that funding will be awarded. Government funding is available for two, three- and four-year olds with special education and disability needs.

How is the decision made about my child's needs and how much support will my child receive?

The SENCO will work closely with you to determine your child's needs. The SENCO will have regular meetings with you alongside any other early year's professionals involved with supporting you and your child. Regular staff meetings are held to ensure all practitioners are made fully aware of any additional support that a child may require. Also, the Key Person will be able to identify whether the child requires any extra support through observations made.

How are the parents involved at Rainbow Corner Nursery School? How can I be involved?

Strong relationships with parents are important to the nursery. We operate an "open door" policy and share information through a secure email system when required. Newsletters are distributed every week advising you of the activity's children have and will be participating in, and how you can support them at home. There is also a parents' notice board advertising news and events around the local area of the setting. Every year, we organise a graduation ceremony for those children leaving to go to school, where all parents are invited to celebrate with us. At Christmas, we take part in Christmas carols uploading these to online journals for parents to see. A craft event also takes place where parents can come and make crafts with their children. We also have Facebook groups to keep parents updated with all aspects of the nursery.

Who can I contact for further information?

If you would like to discuss your child's needs before deciding about your child starting at Rainbow Corner Nursery School, please contact the Nursery Manager Kirsty Henley or Operations Manager, Emma Fowles, on 02392 824 538 or email info@rainbowcorner.co.uk or Lucy Whitehead the Nursery Director, using the same contact details.

This policy was reviewed on 1st July 2024

By: Emma Fowles (Operations Manager)