

SPECIAL NEEDS POLICY & PROCEDURES

POLICY

Our pre-school has used the DfES Code of Practice on the Identification and Assessment of Special Educational Needs to advise a policy and procedures which will ensure all children have the appropriate opportunities to learn through play and that all families will feel welcome.

PROCEDURES

- We have a Special Educational Needs Co-ordinator and Deputy at our setting.
- Consultation between parents, manager and key worker will plan the settling in programme for each individual child.
- Children's progress and needs will be monitored by carefully planned methods of observation by all staff and will be shared with parents, taking account of information from parents.
- Each child will have a key worker who will take a close interest in their progress and individual needs and will work one to one with the child if extra support is required.
- Children's specific needs will be monitored, supported and reviewed by the staff in consultation with other professionals including Speech Therapists, Psychologists, Paediatricians, West Sussex First Visiting Team and Health Visitors.
- Staff will attend relevant training to ensure they keep up to date with the requirements of all children with Special Educational Needs and regarding specific conditions and disabilities.
- Children's right to privacy will be maintained while carrying out personal hygiene activities by ensuring other children and adults are not able to observe the child.