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Sacred Heart Pre-school

Heys Street  
Thornton-Cleveleys  
FY54HL

Tel: 07835711921  
EY 318019

**(20) Supporting children with special educational needs (EYFS – 3.68)**

**Policy statement**

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

* We have regard for the Special Educational Needs Code of Practice (2014, Updated 2020).
* We ensure our provision is inclusive to all children with special educational needs.
* We support parents and children with special educational needs.
* We identify the specific needs of children with special educational needs 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 (See Working in Partnership and Information Sharing policy).
* We monitor and review our policy, practice and provision and, if necessary, make adjustments.

**Procedures**

* We designate a member of staff to be the Special Educational Needs Co-ordinator (SENCO) and give their name to parents. Our SENCO is:

**Clare Hansford**

* 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 use the graduated approach for identifying, assessing and responding to children's special educational needs.
* We recognise the importance of early intervention
* We work closely with the parents of children with special educational needs 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 and their families, including in connection with transfer arrangements to other settings and schools.
* We provide a broad, balanced and differentiated curriculum for all children with special educational needs.
* We use a system of planning, implementing, monitoring, evaluating and reviewing individual provision maps and target learning plans (TLPs) for children with special educational needs.
* We ensure that children with special educational needs 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 the Early Years Action process (stage 2 on Continuum of Needs).
* We have systems in place for working with other agencies through each stage of the Common Assessment Framework (CAF), and Early Help Assessment (EHA) process.
* Early Years Action Plus (stage 3 of Continuum of Need), Statutory Assessment and the Statementing process (stage 4 of Continuum of Need).
* We use a system for keeping records of the assessment, planning, provision and review for children with special educational needs.
* We provide resources (human and financial) to implement our Supporting Children with Special Educational Needs Policy.
* 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 special educational needs provision by collecting information from a range of sources e.g. TLP and provision map reviews, staff and management meetings, parental and external agency's views, inspections and complaints. This information is collated, evaluated and reviewed annually.
* We provide a complaints procedure.
* We monitor and review our policy annually.

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**Policy adopted/implemented by SACRED HEART PRE-SCHOOL in:**

August 2023

**Date to be reviewed:**

August 2024

**Signed on behalf of management team:**

Chelsea Porter (Deputy) – 24/8/23

**Reviewed by:**

Hannah Curtis (Manager) - Sept 2024