

# Special Educational Needs and Disabilities (SEND) Local Offer

## Apple Trees Club

EY483675

[www.appletreesclub.co.uk](http://www.appletreesclub.co.uk)

### **How will you know if children need extra help and what should I do if I think my child may have special educational needs or disabilities?**

Following the Early Years Foundation Stage curriculum welfare requirements for all children in our care in Reception Year, we are informed by the Learning and Development requirements and will make notes about the achievements of your child and plan activities around their development and individual needs and interests. We will speak to you as you drop off or collect your child every session and we are happy to make a time to discuss your child when they are not with you if we or you have any concerns about your child.

We work to a ratio of 1:8 for children under the age of 8 years old and we are able to give every child individual care and attention, helping them to grow and develop through play based learning.

If you have any concerns about your child or think they may have special educational needs or disabilities, please do have a chat with us in the first instance.

### **How will you support my child?**

Our small team are able to give continuous care and support to your child whilst they are away from home, building their confidence and self-esteem, helping your child feel emotionally and physically secure.

We would try and get lots of information from you about their likes, dislikes, fears, home life, strengths and weaknesses, language and areas for development. This 'All About Me' information, helps us to plan activities and an environment to encourage them to feel settled and familiar straightaway.

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

We are not legally required to follow any learning and development curriculum. However, we plan each session for your child around their individual current interests. Sessions are also 'child-led' and so by providing a rich learning environment, we would allow your child to learn and explore in their own way, ensuring their safety at all times.

We believe that learning opportunities can be richer outside, and so we seek to ensure that we are outdoors as much as possible.

**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 is a unique person and we look at ways to take their learning forward in a way best suited to them and their interests. We will talk with you after every session about what we have done.

At regular intervals, we will ask your views on the activities and care we provide so by working together we can ensure that we provide appropriate and stimulating resources and activities for your child.

If you would like to know more about what your child is doing, how we are planning activities and resources for them or how they are developing, please just ask a their kay worker.

**What support is there for my child's overall wellbeing?**

We look to provide a safe, stimulating and inclusive environment for your child.

Our staff all have a current first aid certificate, CRB (Criminal Records Bureau) check, have received safeguarding training, keep appropriate records for medicines, accidents and incidents, have secure storage for medicines and have received food safety training. We carry out a daily risk assessment and risk assess activities, visits and excursions. We seek parental permission for taking photographs and for their use as well as for visits, car travel and similar.

**What specialist services and expertise do you have or are able to access?**

We are members of the Out of School Alliance which comes with a lot of support and advice as part of that membership. We work closely with other childcare professionals for the area, meeting regularly for training and support on a wide variety of issues. We are also able to access support from the Area SenCo (Special Educational Needs Co-ordinator) who in turn is able to refer a child to a whole variety of specialist services.

**What training have you had or are having to support children with SEND?**

All of our staff have a paediatric first aid certificate. The Manager has attended an Introduction to STC (Somerset Total Communication). We are happy to consider any specialist training to enable me to support your child more specifically.

**How will my child be included in activities outside the setting including trips?**

When planning any visit or activity outside the setting with your child, we will always welcome your thoughts and views. We carry out a risk assessment prior to the visit to ensure that it is suitable for the children in our care. We will have records of any special needs of your child and will work to ensure those needs are met on all occasions.

**How accessible is your Out of School environment (indoors and outdoors)?**

The setting is wheelchair accessible. The setting is on one level accessed by a ramp. There are accessible toilet facilities and changing facilities. We drop off and collect from Curry Rivel Primary School during term time and are open to children from the whole local area for holiday club.

We have lots of pictorial signs to identify resources and equipment, We use STC (Somerset Total Communication) to allow and encourage communication with your child. We seek to provide a multi-sensory environment for your child.

**How will you support my child to join you and transfer to a new setting or school?**

We offer a tailored settling in arrangement that you think will be best for your child. This will allow us, alongside the 'All About Me' form mentioned earlier, to get to know your child, and for you and your child to get to know us.

With your permission, we will ensure handover of the children to and from the class teachers at the start and end of the school day.

**How do you decide what type and how much support my child will receive?**

Following observations and assessments of your child and, most importantly, in discussions with you, we would seek advice, with your permission, from the Area SenCo. If appropriate, an Individual Learning Plan for your child would be set up with your input, monitored and reviewed regularly for further support for your child.

**How can I as a parent be involved with your Out of School service?**

We seek to work in partnership with you as a parent throughout the time your child is in our care. We will seek to always keep you informed and consider your views at a variety of levels. Please just talk to us about how you would like to be involved and if you have anything you would like to discuss with us.

**Who can I contact for further information?**

Please do not hesitate to telephone me to discuss your child – look on the website for further information ([www.appletreesclub.co.uk](http://www.appletreesclub.co.uk)).