

## **Safeguarding and Welfare Requirement: Equal Opportunities**

Providers must have and implement a policy, and procedures, to promote equality of opportunity for children in their care, including support for children with special educational needs or disabilities.

## **9.2 Supporting children with special educational needs**

### **Policy statement**

Hanborough Pre-School provide an environment in which all children with special educational needs (SEN) are supported to reach their full potential.

- Hanborough Pre-School have regard for the Special Educational Needs and Disability Code of Practice (2014).
- Hanborough Pre-School have in place a clear approach for identifying, responding to, and meeting children's SEN<sup>1</sup>.
- Hanborough Pre-School support and involve parents (and where relevant children), actively listening to, and acting on their wishes and concerns.
- Hanborough Pre-School work in partnership with the local authority and other external agencies to ensure the best outcomes for children with SEN and their families.
- Hanborough Pre-School regularly monitor and review [our/my] 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 his/her name to parents. Our SENCO is:  
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- The SENCO works closely with our manager and other colleagues and has responsibility for the day-to-day operation of [our/my] Supporting Children with Special Educational Needs Policy and for co-ordinating provision for children with SEN.
- Hanborough Pre-School ensure that the provision for children with SEN is the responsibility of all members of the setting.
- Hanborough Pre-School ensure that our inclusive admissions practice ensures equality of access and opportunity.
- Hanborough Pre-School provide a broad, balanced and differentiated curriculum for all children.
- We/I] apply SEN support to ensure early identification of children with SEN.
- Hanborough Pre-School use the graduated approach system (assess, plan, do and review) applied in increasing detail and frequency to ensure that children progress.

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<sup>1</sup> This includes disabled children with special educational needs

- Hanborough Pre-School ensure that parents are involved at all stages of the assessment, planning, provision and review of their children's special education including all decision-making processes
- Hanborough Pre-School where appropriate, take into account children's views and wishes in decisions being made about them, relevant to their level understanding.
- Hanborough Pre-School provide parents with information on local sources of support and advice e.g. Local Offer, Information, Advice and Support Service.
- Hanborough Pre-School liaise and work with other external agencies to help improve outcomes for children with SEN.
- Hanborough Pre-School have systems in place for referring children for further assessment e.g. Common Assessment Framework/Early Help Assessment and Education, Health and Care (EHC) assessment.
- Hanborough Pre-School provide resources (human and financial) to implement [our/my] Supporting Children with Special Educational Needs Policy.
- Hanborough Pre-School ensure that all [our/my] staff are aware of [our/my] Supporting Children with Special Educational Needs Policy and the procedures for identifying, assessing and making provision for children with SEN. Hanborough Pre-School provide in-service training for parents [, practitioners] and volunteers.
- Hanborough Pre-School raise awareness of our special education provision via our website and or promotional materials.
- Hanborough Pre-School ensure the effectiveness of our special educational needs provision by collecting information from a range of sources e.g. action plan reviews, [staff and management meetings,] parental and external agency's views, inspections and complaints. This information is collated, evaluated and reviewed annually.
- Hanborough Pre-School provide a complaints procedure.
- Hanborough Pre-School monitor and review our policy annually.

### **Further guidance**

- Early Years Foundation Stage Statutory Framework (DfE 2014)
- Working Together to Safeguard Children (DfE 2015)
- Special Educational Needs and Disability Code of Practice (DfE & DoH 2014)