

Special Educational Needs Policy

Presented to	Date	Name (chair)	Signature
Collegiate			
Trustees			
Review			

1. Principles

- 1.1. This kindergarten understands its responsibility to ensure positive attitudes towards diversity and difference, not only so that every child is included and not disadvantaged, but also so that they learn from the earliest age to value diversity in others and grow up making a positive contribution to society. (Every Child Matters)
- 1.2. We aim to meet the needs of each child as an individual regardless of difference and diversity.
- 1.3. All children are entitled to enjoy a full life in conditions which will help them take part in society and develop as an individual, with their own cultural and spiritual beliefs.

2. Responsibilities

- 2.1. Our Special Educational Needs co-ordinator is

Samantha Elton.....

- 2.2. In accordance with the EYFS and the SEN code of conduct, we will endeavour to be alert to the early signs of needs that could lead to later difficulties and respond quickly and appropriately, involving other agencies as necessary. We will also maintain records suitable for sharing with colleagues in an inter-agency team while acting as a point of contact for a child and their family.

- 2.3. Where staff feel that a child is not progressing in line with his/her peers they will speak to parents/carers in the first instance to seek their opinion and to discuss how the child can best be supported. No outside agencies will be contacted without parental permission.
- 2.4. Where children are identified as needing extra support within the setting, this is called **Early Years Action** and involves the SENco, the parents/carers and the child's key person working together to write a plan to identify how the child will be given extra support. When outside agencies are involved also, this is called **Early Years Action Plus**.
- 2.5. For the very small number of children whose needs cannot be met in this way and whose needs are more severe and complex, the staff will, with the permission of the parents/carers, request a formal assessment from the Local Education Authority.
- 2.6. If one or both parents/carers have significant needs, we will support them to the best of our ability whilst keeping a focus on the child's needs.
- 2.7. See also main schools SEND policy

All information kept on each child is confidential and parents/carers have the right to see all information kept about their child.