

<b>Policy Name</b>	<b>Special Needs</b>
<b>Date Issued</b>	<b>January 2012</b>
<b>Author / Owner</b>	<b>Hagbourne Pre-School</b>

### Statement of Intent

We provide an environment in which all children are supported to reach their full potential

### Aim

- We have regard for the DfES Special Educational Needs Code of Practice.
- We include all children in our provision.
- We work in partnership with parents and other agencies in meeting individual children's needs.

### Method

- We admit children with special needs to the Pre-school after consulting parents and any relevant outside organisations.
- We work in liaison with organisations and their staff outside the Pre-school, with the intention to meet children's specific needs.
- We ensure that our system of observation and record keeping, which is reliant on parental input, enables us to monitor children's needs and development on an individual basis.
- We ensure that our Key person system means that an adult is specifically responsible for a small group of children thus enabling us to monitor children's development.
- We seek additional funding to employ the support of a one-to-one worker if this is the only way a child's needs, can be met.
- We encourage staff development regarding special needs where we consider this appropriate and beneficial.

The designated Pre-school staff who is S.E.N.C.O trained is Sheila Bayliss, Early Years Manager

This policy was reviewed and updated (where required) on \_\_\_17<sup>th</sup> January 2024 \_\_\_\_\_ (date)

Reviewed/updated by \_\_\_\_\_ Sophie Garland \_\_\_\_\_ (Chairperson)

Reviewed/Updated by \_\_\_\_\_ Sheila Bayliss \_\_\_\_\_ (Manager)