

Cherubs Preschool

Special Educational Needs and Disabilities (SEND)

1. How will the Preschool know if my child needs extra help and what should I do if I think my child may have special education needs?

Any child starting at Cherubs is observed and any concerns staff feel they may have about your child will be discussed with you. Before starting at Cherubs Preschool, you will be given the opportunity to visit the setting and speak with either the Supervisor and/or the Managers. This is an opportunity for you to share any worries or concerns you have and for Cherubs to make plans for the starting of your child to be a happy and smooth transition. If a child has been diagnosed with a SEND, Cherubs will plan to visit the child in their own home to share further information. Cherubs will continuously work with you to get the best outcomes for your child.

2. How does the Preschool evaluate the effectiveness of its provision for my child?

When all children start at Cherubs, the parents/carers complete an On-Entry Profile showing what the child likes and is able to do, what he/she may need support with, how they communicate and so on. Cherubs will then carry out observations as part of their normal daily routines and make plans for each child's next steps and achievements. Individual Termly Plans are evaluated and updated termly and included in our Curriculum Plan.

3. How will both the Preschool setting and I know how my child is doing and how will the setting help me to support my child's learning?

Each child has a learning journal called 'All About Me' which runs from the day they start until they leave Cherubs. This is available for you to see at any time and will be given to you on your child's last day with the setting.

Each child is allocated a key person who plans for the child's next steps, makes observations and records achievements in the record. Once each term the key person completes a Summary Assessment plotting each child's progress. These are evaluated to ensure every child is making progress. There is constant communication between the setting and the parents and the key person also holds a termly meeting when you are invited to come in for a short time to share information and make plans for your child's next milestones. However Cherubs has an Open Door policy whereby you can speak to staff members at any time, even contacting the Managers out of hours if need be.

4. How will the Preschool staff support my child?

The key person will share information about your child with staff members so that everyone knows how best to help your child. If a child has a Special Educational Need or Disability then Cherubs will write an Individual Education Plan for them, setting out what your child is able to do, what they find challenging and work towards outcomes that are best for the child and that are agreed between us.

5. How is the decision made about the type of support my child will receive?

All decisions involving children in Cherubs is made with the full co-operation of the parents/carers – the people that know the child best.

6. How will my child be included in activities outside the Preschool including outings?

Cherubs believe in being as fully inclusive as we can possibly be and would carry out a Risk Assessment before undertaking any activities outside of preschool including outings. Part of these assessments would be how we can ensure that all children would be able to access the activities equally. Again, this would be discussed with you prior to your child taking part to ensure that we fully meet their individual needs.

7. What support will there be for my child's overall well-being?

At Cherubs each child is treated as a unique individual and plans are made to meet their needs and well-being in order to support the child.

8. What specialist services and expertise are available at or accessed by the Preschool?

Cherubs work very close with many outside professionals including the Area SENDCo, Speech & Language Therapy, Community Psychology Department, Occupational Therapy, Health Visitors, Home Start. All Cherubs settings use Makaton as part of their daily routine and display visual routines. Where children are on Health Care Plans, staff undertake training as necessary.

9. How accessible is the Preschool both indoors and outdoors?

Cherubs Preschools have disabled access, disabled toilet facilities and access to outdoors is either flat or ramps available. Classrooms and activities can be changed, so that as much as possible everyone can access them.

10. How are parents involved in the Preschool? How can I get involved?

Cherubs believe parents play a very important role in the preschool and in the children's learning. We hold regular meetings with to discuss the progress of your child. In addition to this we provide a Home Link Book where information can be shared on a daily basis, Parent Play Hours where you are invited to come into preschool to play alongside your child, informal Coffee Mornings where you can meet and chat with other families who come to Cherubs and Information Sessions for example The Early Years Foundation Stage.

We also send out Parent Questionnaires to collect your opinions on how well you think we are doing or if you feel improvements could be made. However we believe your input is highly valuable at all times and you are invited to speak with a staff member at any time without appointment.

11. How will the Preschool prepare and support my child to transfer to their new setting/school?

We encourage and welcome as much communication between the setting and new school as possible, with extra visits (both ways) and picture books etc. When a child leaves Cherubs to go to a new setting or school, that setting/school is contacted and invited to visit the child at Cherubs.

When a child with SEND moves on to a new setting or school, Cherubs will also host a Person Centred Review meeting whereby all professionals involved with the child is invited to attend, along with the new setting/school and the parents/carers. The purpose of this meeting is to share information and make plans for a smooth transition to the new setting/school.

12. Any arrangements made by the proprietor relating to the treatment of complaints from parents of pupils with SEND concerning the provision at the Preschool?

Cherubs Preschool has a written Complaints Procedure and this can be found in our Prospectus. A Complaints Book is held in each setting and this will be made available for you to view upon appointment.

We also send out Questionnaires to parents/carers asking for their comments about our provision and these do not require a signature and can be sent direct to the office address if you wish your privacy to be protected.