

**Inclusion Policy**  
**Supporting Children with Special Educational Needs and Disabilities**  
**St Andrews Pre-school**

**The SENCo's for our setting are - Hilary Coome and Jo-Anne Stobbart**

**Aim of this policy**

- To welcome and provide adapted learning opportunities for all children within our setting. To have regard to the DFES Code of Practice on the identification and assessment of Special Educational Needs (SEN) and the Children and Families act 2014. Our policy is in line with the SEN Code of Practice 2015, Disability Discrimination Act (DDA) and Equality Act 2010. It also reflects our Local Offer (details of our Local Offer can be found at the end of our policy).

**Objectives**

- The Manger has overall responsibility for the day-to-day management of all aspects of the setting. Working alongside the SENCo to provide provisions for pupils with additional and special educational needs.
- We will ensure that all children have access to the same broad-based curriculum and provide a broad, balanced and differentiated curriculums for all children.
- We ensure that the provision for children with SEN is the responsibility of all staff members in our setting and ensure that the provision for children with SEND is the responsibility of all staff members and they work closely with the SENCo to ensure this happens. Staff are also offered training when it is available.
- We monitor and review our policy, practice and provision and if necessary, make any adjustments.
- The SENCo/Manager will regularly review with parents/carers or any professionals the child's progress. We use the Graduated Approach "Assess, Plan, Do and Review". This approach helps us to look at/carry out a Support Plan or and Individual Education Plan (IEP) which out lays any provisions or interventions a child may need. We also use any guidance and support from 'Brighter Futures For Children (BFFC)'. We also use information from the SEND Strategies Toolkit and implement an SEN Support Plan. Where appropriate we take into consideration the children's views and wishes in decisions being made about them, relevant to their level of understanding.
- When a child has been identified as having a need, and before any further action has been taken. We would meet with the parents/carer to discuss any further actions that may need to be taken. To which we may consider requesting an Education, Health and Care needs assessment. This then could lead on to an Educational Health Care Plan (EHCP). The SENCo will be responsible for managing this process alongside the parents/carer.

## Local Offer

- From September 2014 every local authority in England has a legal duty to publish a Local Offer. This information service is a working platform and informs families about children and young people from birth to 25 who have special educational needs/disabilities of the services available within their area such as education, health and care services, voluntary agencies, leisure activities and support groups. All of which can be found in one place.
- The Local Offer is there to provide clear and accurate information of what each setting can provide. Reading has worked in partnership with other Local Authorities in the Berkshire area to deliver a Local Offer which be consistent as far as possible, and which will allow for information sharing across the Local Authority boundaries where this is appropriate and is reviewed regularly.
- You will find information for our Local Offer here:  
[https://servicesguide.reading.gov.uk/kb5/reading/directory/service.page?id=5X\\_cHLXdIKY&familychannel=3](https://servicesguide.reading.gov.uk/kb5/reading/directory/service.page?id=5X_cHLXdIKY&familychannel=3)