

Special Educational Needs

The SEN (Special educational needs co-ordinator) for Sunbeams is Amy Cooper.

At Sunbeams we aim to offer inclusive child care and offer additional support to children who may have additional needs. We firmly believe that every child matters and will do our best to create a safe, supportive environment for all children in our care. Special Educational Needs may include visual or hearing impairment, disabled children, challenging behaviour or development delay. Each child will be treated on an individual basis and with sensitivity at all times.

Our SEN is required to keep up to date with training, legislation and refer to the SEN code of practice. We work closely with a range of professionals to provide expertise, such as health visitors, speech therapists, teaching advisory service and our SEN advisor. Staff often take on additional training to ensure we can best help support children in our care, e.g. most staff at Sunbeams have completed Gloucester Total Communication training to enable us to support children with language delay.

If staff at Sunbeams identify a child may have a special educational need the following procedure will be followed:

We would talk to our SEN or Manager to see if colleagues agree there is a need for further support.

We would then discuss with parents to see if they agree or have any of their own concerns regarding their child's development.

We would ask parent permission to do observations of the child and agree with parents what support could be offered.

If a need is identified, we would arrange a meeting between child's key worker, parents and SEN to mutually decide the next step to be taken and whether to involve outside parties, such as those mentioned above to offer a professional opinion on additional support required. This could involve a My Plan or My Plan+ to be started and other lead professionals to be involved. The individual needs for each child will be decided in close partnership between parents, key workers, SEN, any outside agencies.

At all steps, confidentiality, sensitivity and parent's opinions/ permission will be paramount.

At Sunbeams we encourage all children's development alongside the EYFS.(Early Years Foundation Stage). Ongoing reviews will be held in the form of a TAC meeting (team around the child), which is key for each child.

All steps taken will be documented and kept confidential, all records relating to an individual child will be available for parents at all times.