

Special Educational Needs and Disability (SEND) and Equal Opportunities Policy

Here at the University of Warwick Nursery we cater for children from all over the world. Educational inclusion and equality of care is equal to all children that attend whatever their age, gender, ethnicity, ability or background and to this end we have developed the following policy:

Carole Rawlinson, Special Educational Needs and Disability Co-ordinator is responsible for the day-to-day operation of the SEND policy. Carole is supported by other staff members, who have received Special Educational Needs specific training. Cath Amphlett is the Nursery's Area SENDCo and can be contacted on 024 76694736.

Claire George is the Nursery Equal Opportunities and Inclusion Co-ordinator. Claire is responsible to attend any necessary training to be able to support other members of staff.

Our Nursery aims

- To ensure early identification of individual needs of children with SEND are being met
- To work in close contact with parents/carers of children with SEND and plan to meet individual needs
- To meet the requirements stated in the Special Educational Needs and Disability (2014) code of practice, the Children and Families Act (2014) and the Early Years Foundation Stage Framework (2014)
- To consult with other professionals outside of the setting
- To ensure consistency, openness and fairness in our approach to SEND.

The Graduated response to SEND

- We aim to create a family centred support system whereby we discuss our concerns openly and sensitively with parents and listen to their views and concerns
- Where concerns about a child's development are identified a reflective Journal will be opened to record all observations, concerns or actions taken. This will support Key Persons and SENDCo in understanding the concerns and will also help to recognise when a concern has resolved itself. The reflective journal will follow the child throughout the nursery so that, at times of transitions, all staff that need to know, are fully informed of the concern and actions taken, this will reduce the need to repeat actions.
- Parents will have the right to request to see that reflective journal at any time.
- We will liaise with other professionals and support services in consultation with the parents
- Targeted support plans and Education, Health and Care Plans (EHCP) will be completed to meet the child's specific needs.

University of Warwick Nursery

- Staff will address any concerns to the settings SENDCo's with evidence from child's development (e.g. learning journals, wellcomm and summative assessment)
- The SENDCo and child's key person will regularly meet to discuss support plans and EHCP using the 'Assess, plan, do, review' model.
- Specialist support will be contacted if a child's is not progressing as expected despite support matched to the child's area of need. Professionals will then decide if a child needs a EHCP within the local authority (previously known as statement)

Admission Arrangements and Transitions

- At our nursery we welcome all children and endeavour to provide for all individual needs
- We will liaise with other professionals and support services to help us plan how to meet a child's specific needs
- Generally children move through the nursery during the summer vacation period. In the weeks before the planned move children are taken in small groups to play in their new room. This is conducted in the same way as initial settling in periods so they become accustomed to the room and to the staff before the move is finalised
- All key workers will liaise with the new key person to ensure all relevant information is handed over. Parents and any other relevant professionals are introduced to the new key person so information can be exchanged. Children with SEND will have all their additional plans discussed with their new key person and moved into their new room with them

Equal Opportunities and Inclusion

- We aim to support the children in all areas of learning, attitudes and values. We provide a safe and supportive environment where all children are valued where racial, disability and gender stereotyping is always challenged
- We will ensure children are allowed to learn effectively. There will be planned and purposeful opportunities for indoor and outdoor learning. These activities will be organised to meet the needs of all the children.
- We will provide resources that reflect positive images of people from different cultures, backgrounds and abilities
- We will use language and resources that will be understandable and accessible to all children whilst giving extra support to children who have English as an additional language
- We will work closely with families in a professional and respectful manner, taking into consideration their varied life experiences
- Staff will be good role models and will set examples whereby children can learn to value and respect one another

University of Warwick Nursery

- All children will be allowed to develop at their own pace and within their own ways
- We will promote good behaviour and work to eliminate any forms of oppressive behaviour
- We endeavour to ensure the safety of everyone on our premises and regularly complete necessary health and safety risk assessments
- We will take account of the University's Dignity and work policy at all times and investigate any suspected cases of bullying, anti-social behaviour and harassment. We will challenge any incidences of discrimination, inappropriate attitudes and practices
- Staff will attend any relevant training and we will review policy and procedures in our team meetings

If you have any queries regarding SEND please speak to Carole Rawlinson. If you have any concerns over equal opportunities this can be discussed with Claire George or Debbie Castle.