



SEN and Disability

Local Offer: *St. Andrew's Nursery Group*

Setting Name and Address	St. Andrew's Nursery Group, Woodlea Road, Leyland. PR25 1JL		Telephone Number	01772423339 Extension 2
			Website Address	www.st-andrews-inf.lancs.sch.uk
Does the settings specialise in meeting the needs of children with a particular type of SEN?	No	Yes	If yes, please give details:	
	No			
What age range of pupils does the setting cater for?	Children age two until they enter school full time			
Name and contact details of your setting SENCO	Mrs Julie Hesketh Tel: 01772 423339 Extension 2 Email: j.hesketh@st-andrews-inf.lancs.sch.uk			

Name of Person/Job Title	Mrs Julie Hesketh – Nursery Group Leader/SENCO		
Contact telephone number	01772 423339 Extension 2	Email	j.hesketh@st-andrews-inf.lancs.sch.uk

I confirm that our Local Offer has now been published on the setting website.

Please give the URL for the direct link to your Local Offer	www.st-andrews-inf.lancs.sch.uk		
Name	Mrs Julie Hesketh	Date	17.10.17

Please return the completed form by email to:

IDSS.SENDReforms@lancashire.gov.uk

St. Andrew's Nursery Group SEN & Disability Local Offer

The Setting

What the setting provides

St. Andrew's Nursery Group is a Charitable Incorporated Organisation (CIO) and is run by a Management Committee. The nursery has been registered with Ofsted since September 1998, and operates from a designated space within St. Andrew's Church of England Infant School. In September 2015, we added a new nursery unit behind the school to accommodate two-year-old children. We are open from 9.00 a.m. until 3.30 p.m. during term time and we provide early years education for children aged two until they enter school full time.

We organise our children into two main groups. We are registered for 24 preschool children and this group is based within the main school building. The children in our Nursery Unit are mainly two-year-olds and three-year olds who are not in their preschool year; we have the capacity to take 20 children. The children do mix at various times of the day including in the nursery garden.

The Nursery Group Leader, Mrs Hesketh, has responsibility for the day to day management of the setting; she has an Early Years Degree and holds Early Years Professional Status. Mrs Hesketh is also responsible for behaviour management and she is the nominated person for Safeguarding. She also has the role of Special Educational Needs Co-ordinator (SENCO).

Mrs Hesketh is supported by two Deputies; Mrs McDonald supervises the preschool and holds an Early Years Degree and has Early Years Teacher Status. She is also responsible for Health and Safety and she is the Equality Named Coordinator (ENCO) responsible for monitoring equal opportunities in the setting. Miss Marks is Supervisor in the nursery unit and holds a Level 3 qualification in Early Year's Care and Education. Miss Marks is also the Parental Involvement Coordinator (PICO). The rest of the team are experienced key person staff, 1 staff member holds a Foundation Degree in Early Years, Education and Care, and four members of staff hold a Level 3 qualification in Childcare and Education.

Setting SENCO: Mrs Julie Hesketh Contact 01772 423339 Extension 2. Email j.hesketh@st-andrews-inf.lancs.sch.uk

Accessibility and Inclusion

What the setting provides

- The preschool consists of two rooms and is situated within St. Andrew's Infant school. It is a single storey establishment and is fully wheelchair accessible. The new nursery unit is also a single storey establishment and is fully wheelchair accessible. St. Andrew's Nursery Group has a separate fully enclosed area available for outdoor play which is known as the nursery garden. The main access to the preschool has a ramp with hand

rails on both sides. The nursery unit has a disabled toilet which is easily accessible from the preschool.

- Furniture is modern and of a suitable height appropriate to the age group of the children being taught. Both rooms in the preschool can be easily re-structured to suit the needs of the children in the nursery at any one time. The nursery unit is spacious and furniture can easily be arranged to meet the needs of the children.
- Symbols and signs are used around the setting to support children with communication difficulties and the staff use a visual timetable for the children who are likely to benefit from visual stimulus.
- Where possible, main notices will be displayed in languages to reflect the families in the setting whose first language is not English. Individual time will be given to support children and parents with English as an additional language and those who need additional help to access facilities in and outside of the setting.

Identification and Early Intervention

What the setting provides

- Getting to know the children begins before the children start St. Andrew's Nursery. Parents are invited to an induction meeting with their child where they meet the staff and experience the setting. Staff discuss with the parents any concerns they may have about their child starting nursery. This meeting ensures any additional support needed can be put in place for the children before starting preschool or the nursery unit.
- Starting Nursery Questionnaires are completed by the parents after discussions with their child and these begin the 'Learning Journey File'.
- Baseline assessments are completed after a settling in period by the child's key person and supported by the Nursery Group Leader. This ensures that each child is developing in line with expectations and the Early Years Foundation Stage.
- The first parent's evening takes place early in the first term and any concerns are discussed; the SENCO is involved if needed. Parents are encouraged to speak to their key person if they have any concerns about their child at any time.
- Children's development and progress is tracked throughout their time at St. Andrew's Nursery; this includes the 2-3-year development check in the nursery unit. We have a link Health Visitor who we can speak to at any time.
- St. Andrew's Nursery has good links with other professionals in the area such as speech and language therapists; family support workers from the Wellbeing, Prevention and Early Help Service; health visitors, and specialists at the local child development centre. We work closely with other professionals to support individual children as needed. Mrs Hesketh, the setting SENCO also works closely with our Special Educational Needs and Disability (SEND) teacher who will offer advice and support for further referral or to access additional funding.
- Additional support from within the setting is determined after discussion with parents, SEND, health visitors etc and can consist of individual or small group support for children; specialist support or 1:1 help; additional resources or training for individual, groups or whole staff training.

Teaching and Learning Part 1 – Practitioners and Practice

What the setting provides

- St. Andrew's Nursery uses the statutory Early Years Foundation Stage (EYFS) practice guidance to plan and provide a range of play activities to help children to make progress in the seven areas of learning and development. The EYFS supports practitioners working with children from birth to age five; it guides staff as they monitor children's progress and plan for their future learning needs.
- Each child will be allocated a key person as they start St. Andrew's Nursery. Each key person is responsible for the monitoring and recording information for a small group of children, to ensure that they make progress across all areas of the EYFS.
- The key person will observe children's activities, both child initiated and adult initiated, make assessments in line with the statements and age bands within the EYFS, then plan next steps.
- Observations and assessments are used for future planning; this includes planning for the whole setting, identified small group work or planning for individual children's interests and stages of development.
- Children who have been identified with a Special Educational Need will be provided for depending on their learning needs. If necessary advice from other professionals will be sought and support from the Special Educational Needs and Disability Service will be requested. If a child needs a targeted learning plan the SENCO and key person will work closely with the parents to set appropriate targets which will be reviewed with parents on a termly basis.
- The setting follows Lancashire Early Years provision map which is set out in three waves: a) Universal provision for all children, b) Provision for children where it has been identified they need a little extra support, c) Provision for children who it has been identified need the involvement of other professionals with a view to additional support being put in place for the child. The provision map supports the setting staff in providing for all children; it helps to identify and make provision for children who may need additional support.
- St. Andrew's Nursery has an open-door policy and parents are encouraged to raise any concerns with their child's key person. A member of staff is available at the start and end of each session if a parent wants to pass on information or talk about any concerns. Parents are invited to discuss their child's progress at regular parent's evenings. During these meetings parents are offered advice by their key person as to how they may support their child's learning at home through everyday activities.
- St. Andrew's Nursery has strong links with the Wellbeing, Prevention and Early Help Service and the local Child Development centre and can offer parents a referral or pass on any information about courses that we feel will help parents in supporting their child's development.
- The children who attend St. Andrew's Nursery are encouraged to have a voice in their learning and development and to express their views on the activities available. At circle time, we discuss current affairs and seasonal activities such as Bonfire Night, Christmas etc.

Teaching and Learning Part 2 - Provision & Resources

What the setting provides

- St. Andrew's Nursery uses a wide range of resources to support all children in our care. All staff and children are consulted about buying new resources and resources are changed regularly. Children are encouraged to be independent and to request resources if they want to play with something that is not readily available.
- St. Andrew's Nursery has a wide range of resources to support children with communication and language difficulties. All our staff have been trained in the Early Language Development Programme (ELDP) for Babies' and toddlers' speech, language and communication development; the training was delivered by Speech and Language Therapists. All our staff have also been trained in how to use the WellComm system for assessing speech and language difficulties and for supporting children whose language does not meet expected levels. Mrs McDonald our Deputy Group Leader has accessed the Signalong Foundation Course at Broadoaks Child Development Centre to further support children with communication difficulties.
- The staff in the nursery unit run a language group called "Simon Says" to support children's communication and language skills. The training and resources were bought using money from the Early Year's Pupil Premium. In the preschool, the staff have received training from Speech and Language Therapists to identify children who need a boost in their communication skills before they start school. We run a programme called "Early Talk Boost" in the summer term and work together with parents to support the identified children.
- The Nursery Group Leader/Senco meets with parents and other professionals as needed to work together to support children with additional needs. If it is felt that additional staffing is required we use our Additional Educational Needs (AEN) funding to support the inclusion of children with SEND in our setting. We will make an application for Additional Inclusion Support (AIS) funding to the SEND team if we feel we need extra support for a child.
- Children with SEND are treated as far as possible as every other child. Parents will be consulted and if necessary a risk assessment undertaken to ensure that all children are included in all activities.
- St. Andrew's Nursery has good links with the Wellbeing, Prevention and Early Help Service, Health visitors, local Child Development Centre, and Speech and Language Therapists. We have regular visits from the local Fire Station and the local community Policeman gives a talk on safety.

Reviews

What the setting provides

- St. Andrew's has a robust key person policy in place; all staff build good relationships with both the children and their parents when they start at nursery. The staff warmly welcome the children and their families into the setting each day and make themselves available to exchange information. Nursery staff are available at the start and end of each session if a parent needs to talk to someone. The Nursery Group Leader or the Deputy are normally available at these times if a parent has a concern or query. St. Andrew's Nursery also provides a home link book if parents want to share their thoughts or share their child's achievements and cannot get into the setting on a regular basis.
- After a couple of weeks when the children have settled into nursery, the children are assessed against the standards in the Early Years Foundation Stage. Parents are then invited to a parent's evening to discuss the assessment, and to discuss their child's current interests and learning and how they can support their child at home. St. Andrew's Nursery welcomes parental involvement in their child's learning and development. Regular feedback will be given by the key person to the parents about progress in nursery.
- St. Andrew's provides information about the Early Years Foundation Stage to the parents so that they can support their child.

Transitions

What the setting provides

- We have an induction meeting before children start at St. Andrew's Nursery for children and their families. The meeting is an opportunity to visit the setting and to meet the staff. The Nursery Group Leader gives a short talk about the setting and how we will support children's learning and development while the children attend our setting. All paperwork is completed before this meeting so that staff have as much information as possible before the children start with us. Parents are welcome to come and go as they think is appropriate during induction week to settle their child with the key person.
- If a child is coming from another nursery parents can pass on information to us from the other nursery, or a transition meeting can be arranged to make the transition into our setting as smooth as possible.
- When the children are moving into school or to another setting, arrangements will be made to discuss their needs with the new setting and the EYFS transition profile will be passed on after obtaining a parent's signature. Transition meetings will be arranged at the nursery for children with SEND and teachers from the new school and all professionals involved in the child's care will be invited.

Staff Training

What the setting provides

- St. Andrew's Nursery Group is led by the Nursery Group Leader who is also the Special Educational Needs Co-ordinator. She holds a BA (Hons) Degree (1st Class) in Children, Schools and Families. She has Early Years Professional Status and holds a post-graduate certificate in Early Years Specialism. She has worked with nursery age children for twenty years.
- The Nursery is also supported by the Deputy who holds a BA (Hons) Degree (1st Class) in Early Years Leadership; she also has Early Years Teacher Status.
- One member of staff holds a Foundation Degree in Early Years, Education and Care and the remaining five key persons have a Level 3 qualification in Early Years and Education.
- At St. Andrew's Nursery all nursery staff are trained in Paediatric First Aid; the Early Language Development Programme for Babies and Toddlers; the WellComm Assessment System; and a member of staff has attended Signalong training at the local child development centre. Staff have been trained in programmes designed to support children with their communication and language development i.e. Early Talk Boost and Simon Says.
- All staff are willing to attend training as necessary to support children in the setting or to prepare for those we know would like to access a place in the future.

Further Information

What the setting provides

- St. Andrew's Nursery has an open-door policy and parents are welcome to talk to their child's key person about any concerns or to discuss their child's development in general. This can be done at the start or end of the session or by appointment if preferred. Mrs Hesketh, the Nursery Group Leader/SENCO will be happy to discuss any aspect of the setting or any concerns parents may have about their child.

If parents cannot get into the setting and want to have a discussion on the phone please ring 01772 423339 Extension 2 Or email j.hesketh@st-andrews-inf.lancs.sch.uk