



LITTLE INSPIRATIONS

DAY NURSERY

Additional Needs Policy

CSSIW Theme:

Wellbeing, Learning, Care and development, Teaching and assessment, Environment, Leadership and management

Wales National Minimum Standard

Standard 3, Standard 4, Standard 6, Standard 7, Standard 8, Standard 9, Standard 16

RCT Flying Start monitoring tool - OMS 12

The Aim of the Policy

This Additional Needs policy details how Little Inspirations will do its best to ensure that the necessary provision is made for any child who has an additional need and those that have a need which is made known to everyone who is likely to care for them.

The setting will endeavour to ensure that all carers are able to identify and provide for the children who have additional needs and allow them to join in activities of the setting. Little inspirations are committed to the integration and inclusion of children with additional needs.

Objectives of our policy, Identification, assessment and provision

1. To recognise any additional need a child may have.
2. Ensure that all staff are aware of the additional educational needs code of practice for Wales on identification and assessment of additional needs.
3. To employ a additional needs co-ordinator (ANCO) or train a senior member of staff in the care and assessment of children with additional needs. All staff understand that additional needs education is everyone responsibility.
4. To assess each child's specific needs and adapt our facilities as appropriate. The settings daily routine is a continuous cycle of planning, teaching, assessing and evaluating this also takes into account the wide range of children's range of abilities, aptitudes and interests.
5. To liaise with other agencies including the health visitors, early years advisory team, Educational psychologist, Speech and Language therapist

and to seek advice, support, training and any meetings that will be held before the child starts at the setting.

6. To develop and maintain a core team of staff who have experience in the care of children with additional needs.
7. To ensure that all children are treated as equal and are encouraged to take part in every aspect of the nursery's day.
8. In order to help children with additional needs the setting will adopt a positive image of children with additional needs.
9. All children have the right to experience and develop alongside their peers no matter what their individual needs. The staff are aware that each child's need is unique and we will never categorise children.

Definition of a child with Additional Needs

A child with additional needs is a child, who has a greater need than that of their peers that calls for additional support.

Children have a learning difficulty if they

- Have a significantly greater difficulty in an area of development than the majority of children the same age.
- Have a disability that prevents or hinders them from making use of provision provided for children of the same age within their area.

The setting

The nursery is all on one level and has wheelchair access. The building provides an adult disabled toilet; we have allocated disabled parking by the main entrance.

The nursery will endeavour to help every child reach their full potential. The setting will have regard to the Additional Educational Needs Code of Practise 2002 when carrying out duties towards the children in their care with additional needs, working closely with other professionals involved and ensuring that parents are kept informed.

Parental Involvement

The company recognises the fundamental rights and responsibilities of the parents/carers and understands that they play a keen role in enabling the children to achieve their potential. We will work in full partnership with the parents in all aspects of assessment and requirements. Parents/carers consent will be obtained before any professional comes into to observe a child. Parents/carers will have access to all records and relevant information regarding their child and be invited into any meetings that take place with professionals.

The role and responsibilities of the ANCO

- The Additional Needs coordinator will work closely with all staff.
- Ensure that all there are systems in place to plan.
Monitor, review and evaluate our practise and policy.
- The ANCO will always share information and records with the parents/guardians.

- The ANCO will oversee the day to day operation of the company Additional Needs Policy and ensure that it is implemented.
- The ANCO will liaise with external agencies and other professional bodies.
- The ANCO will oversee the records of children with Additional Needs and keep them up to date.
- The ANCO will attend regular training regarding Additional Needs.
- The ANCO will work with the parents/carers and child's key worker to implement an IPP plan (Individual Play Plan)

Equal Opportunities

The nursery staff will ensure children with additional needs are supported in accessing the full range of activities that take place in the nursery. Arrangement will be made to ensure that any child with additional needs has the same opportunities as their peers.

Individual Needs

Each case will be assessed on its own merits. The core package that the nursery offers will be tailored to an individual child's requirements. To help the nursery to achieve this we will co-ordinate and respond to the requirements set out by other agencies. Every child with an additional need will have an individual play plan.

Training

The company will seek training regarding assessment in additional needs. The company will also seek training for individual cases as and when required.

We will research individual cases by:

- Liaising with the child's parents
- Liaising with other professional agencies
- Reading any reports that have been prepared
- Attending any review meetings with the local authority.
- Regular monitoring of observations on the child's development

Reviewed by Anne-Marie Mubana, May 2017

The policy will be found in the policy and procedure file and ANCO file.