

# Happy Days Pre School (Navenby)

## Special Educational Needs (SENCO) Policy

The pre-school will respect codes of practice and recognised guidelines in relation to special educational needs. The pre-school aims to welcome and provide appropriate learning opportunities for all children.

Children with special needs will be admitted to the pre-school after consultation between the parents and the named SENCO. Children will be included, valued, supported and any reasonable adjustments will be made.

The Special Educational Needs co-ordinator will be responsible for monitoring the needs and progress of children with special educational needs.

Our named SENCO is Nikki Greenaway (Deputy Manager)

The pre school will monitor children's development and progress on an individual basis. This will be achieved through the pre-school's system of observation and regular reviews to evaluate the effectiveness of inclusive practices. The pre school will aim to provide for any needs identified.

All staff will work closely with parents to ensure that:

- knowledge and expertise of parents is drawn upon in planning provisions for the child
- the child's progress and achievements are reported and discussed with parents on a regular basis
- parent's know whom the pre-schools Special Educational Needs Co-ordinator (SENCO) is.

The pre-school will work in conjunction with relevant outside professionals and agencies to meet children's specific needs.

The named SENCO will attend regular meetings and courses they will then brief the staff and provide in-service training on special needs. This training may be arranged by Birth to Five services or other professional bodies.

This policy has been adopted by Happy Days Pre School (Navenby)

Signed on behalf of the setting by:

..... Chairperson – Michelle Nunn

..... Manager – Caroline Stallwood

Date: