



Polesden Lacey Playschool Local Offer

At Polesden Lacey Playschool:

All members of the staff team have an excellent knowledge of child development, they know each child's individual needs allowing for the setting to offer lots of opportunities to support a child's learning.

Children's two and a half year checks are completed before their third birthday and outcomes are discussed with parents. If any extra support is thought to be needed, interventions would be put in place during the session.

Children with extra needs are discussed at every staff meeting, allowing all staff to be aware of further support that may be needed. Regular discussions with the child's parents are carried out.

Playschool staff have a good relationship with parents, operating an open-door policy, with staff members available at the beginning and end of every session to discuss any issues.

Key people produce regular progress reports and planned parent discussions.

To help identify areas of need, the 'graduated response document' would be used. Extra observations would be carried out and audit tools such as Ann Locke Teaching Talking Assessment and the early language child's monitoring tool would be completed. The result of these observations may generate a visit from our advisor and referrals may be made to other services such as speech and language therapists and occupational therapists.

A one-page profile is completed detailing the child's needs and how to support him/her. Our Individual Support Plans (ISP) are written up with smart targets for the child. ISP content is discussed with parents and key people, their views are included, and details are added to daily plans so that all practitioners can support children with additional needs. An ISP is reviewed every 6 weeks sometimes less if different targets are suggested by another agency. ISP's show who, where and when support happens during the session. A Surrey Support Plan (SSP) will be completed if funding is to be applied for.

As we have a ratio of 4:18, we are still able to give lots of support without extra funding.

Education and Healthcare Plan (EHCP) assessment) would be applied for with advice from outside agencies.

We share information with other settings that the child attends and set up meetings with other providers if necessary.



Please refer to our Special Educational Needs (SEN), Inclusion and Behavior Management policies.

We follow the SEND Code of Practice.

At Polesden Lacey Playschool:

Experienced staff are able to adapt an activity on offer depending on the ability of the child. ISP activities are planned to allow children who need support to reach their targets.

Special Educational Needs Coordinator (SENCO) works closely with parents when new ISP targets are set and regular chats take place on how things are going.

Advice from outside agencies are taken into account and adapted to suit what our setting can offer.

At Polesden Lacey Playschool:

Behavior management is overseen by the SENCO. Challenging behavior is discussed at staff meetings, the majority of the staff team have attended behavior management training.

Children's choices are always listened to and actioned. Children's questionnaires are completed by the child with their key person on a regular basis.

Intimate care is never carried out behind closed doors, our children's modesty is considered by staff dealing with intimate issues (changing of nappies/underwear).

Please refer to our Medicine, Behavior Management, SEN, Consulting with Children, Health and Hygiene, Nappy Changing and Safety and Practice policies for further information.

At Polesden Lacey Playschool:

We have a minimum of two Level 3 staff in during each session.

All staff access training courses provided by both Surrey County Council and private providers.

Senior Supervisors access all Managers forums.

SENCO accesses all SENCO forums.

SENCO accesses training when an individual need arises.



At Polesden Lacey Playschool:

School trips at Playschool have a 2:1 ratio, which improves inclusion.

If a child with complex needs would like to attend an outing, Playschool would try it's upmost to accommodate that child.

Please refer to our Outings, Inclusion and Behavior Management policies for further information.

At Polesden Lacey Playschool:

There is a ramp at the front of the school to allow access for wheel chairs.

Changes to allow for individual inclusion would be on a needs basis.

Visual timetables, timers and visual prompts are used, with more available if required on a needs basis.

Additional resources are purchased as needs arise.

Please refer to SEN and Inclusion policies for further information.

At Polesden Lacey Playschool:

Contact is made with all new settings at transition time to request a visit.

Planning would include visits from our persona doll, school uniform dressing up in the home corner, stories about going to school etc.

Newsletters would include information about where children would be moving on to (with permission) to allow parents to promote closer friendships.

Transition sheets are sent to the new setting and early meetings set up if a child has extra needs.