Bishop Sutton Pre-School & Forest Club
The School Room, Methodist Hall, The Street, Bishop Sutton, Bristol BS39 5UU
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Registered Charity No 1029340

Special Educational Needs & Disability

1. Business name and Ofsted number:
Bishop Sutton Pre-School Ofsted number 133009
Bishop Sutton Pre-School Forest Club Ofsted number EY402013

2. Who is your named Special Educational Needs and Disability contact?
Hannah Moores

3. Provide a short paragraph about your ethos/mission statement for including children and young people with Special Educational Need and Disability (SEND). How do you aim to meet the unique needs of the child?

At Bishop Sutton Pre-School & Forest Club we believe all children and their families should be treated equally. Our Aim is to provide a safe, secure and stimulating environment giving the opportunity for all children to enhance their development and education within a framework ensuring equality for all children and families.

4. How do you identify that a child is not meeting appropriate age related milestones and what do you do in this case? How do you find out what matters to the child and their family?

Our system of observation and record keeping, with parental input and consultation, enables us to monitor children's needs and progress on an individual basis. When special educational needs are identified, we will liaise closely with the parents to ensure the best possible outcomes are met for the child.

5. How do you promote positive relationships and ensure good, ongoing communication with families? How will families know what progress their children are making, how to access additional support and what they can do at home to help?

We make it clear from the outset that families will be supported by the pre-school and each family will be assigned a Key Person who will build a personal relationship with the child and family. We constantly monitor and discuss their child's progress keeping learning and progress diaries complete with photos, making it accessible to all, including the children. At Bishop Sutton Pre-School we also see it as a responsibility of all the staff to be involved with making provision and accessibility for all children in our care. If required, we will work in liaison with other professionals outside the group, including therapists, Health Visitors, Psychologists, Social Workers, Paediatricians etc.

6. How will you communicate with other providers who care for a child, or with providers who will be caring for the child? How do you support children to experience a smooth transition to school or a different situation?

We always build relationships and have regular meetings with other providers and professionals who are working with the child and family to be able to offer a full and complete care and knowledge of their needs. We find inviting other providers into our setting to spend time with a child and us creates a stronger unit for all. We have excellent links with local schools and have an active role in Transition to School, where appropriate we attend transition with the child to make the process smoother.
7. **How do you provide an enabling environment for all the children in your care? Are there quiet areas and fully accessible spaces? What other adjustments can you make? What about the physical environment in and outside your setting?**
We provide fully accessible facilities, including off road parking, easy access, accessible toilet, accessible play areas and fully adaptable school room. In our setting we have the ability to make the room completely accessible by arranging the environment, furniture and facilities to suit all needs, making spaces, enclosures and access as necessary.
8. What qualities, skills and experience do you (and your staff) have to support a child's unique needs?
We have a Special Educational Needs and Disabilities Co-ordinator (SENCo) who attends regular training with the local authority. As a team we have many years of experience with the majority of staff having worked with us between 10 and 20 years. We have been privileged to have had many children attend our group with many unique needs and always attend training and meetings to continue developing our high levels of expertise and to meet the important needs of our children and their families.
There are many other services available that we will direct families to for support, including; the Speech and Language Service, The Family Information Service, SEND Partnership Service, the Children's Centre in Keynsham, and The Rainbow Resource. We will liaise closely with families and other services to provide a coordinated support network for the child.