

## The Local Offer

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Name of Setting: Childminder

### **My child has SEND. I would like to look around. What do I need to do?**

I would ask you to phone around other settings as well as mine just so that you get a feel of welcome and understanding of different practices.

You need to ask to have a look at policies and see what is in practice. Have a list of questions at hand i.e. depending on needs your child may have. If you then feel your child will fit in this home environment I will get you to fill in forms and arrange times that are convenient for you to visit whilst I am at work so that you can see how I interact with children and what activities are taking place.

You can also take home or view a leaflet about my provision and what I provide for children and families.

### **How will my child and I be made to feel welcome and how will you get ready for my child coming?**

To help, you will be given forms, such as child's likes/dislikes and what would help your child settle in. This helps me to prepare and make it easier for your child to settle in.

You may want to come in with your child for a few sessions before starting, gradually building up to a full session without you.

I will look at all professional notes so I can liaise and ensure the needs of the child are met in all areas.

A targeted plan will be reviewed and put into place to support all individual needs. Things such as dummies and comforters are welcome in my setting so your child feels secure and safe.

### **How accessible are your premises?**

In my setting I have wide fitted doors which makes it wheelchair accessible. A ramp can be added if needed. I have a purpose built cosy room with a sensory area and downstairs toilet. The premises are all at one level so easily accessible. This all free flows out to an enclosed secure garden area with outdoor garden activities such as an herb garden, vegetable garden, sandpit & water play. The children have access to a craft room and kitchen diner where they eat and do cooking activities. This is all purpose built and flows into the house, which is also used for childcare activities.

### **How will you keep my child safe?**

Your child (as any child in my care) is of the utmost importance. I have smoke alarms placed upstairs and downstairs and 3 fire exits to evacuate. I always ensure First Aid is in practice

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and up to date. I do have epilepsy training, tube feeding and various other first aid training. I will also undertake any additional training for specific needs. I adhere to all safeguarding training and policies are in place including Health & Safety, Safeguarding and Risk Assessment Procedures. I have "Administering Medication Forms" that are filled in when necessary and an "Accident and Incident Book" which is recorded in if needed.

I also have a diet policy and allergies are taken into account and recorded.

A positive behaviour manner policy is in place so that all children are supported in managing their feelings and behaviour in line with their individual needs and development. I always share with parents to offer support when children exhibit challenging behaviour.

All family members are DBS checked to ensure safety of your child.

### **How will you communicate with me what my child has done, enjoyed and learnt?**

To help you know what your child has done, enjoyed and learnt, I have a daily diary which is filled in each day. But I would verbally talk with you on handover.

The book is for both uses. If your child has had a bad night or is unusually tired you would write in this also. It maybe that your child has really enjoyed a topic, you could let me know so I could extend their learning. Progress is tracked through a Learning Journey. Observations I make are shared with parents.

Parents evening is offered where progress summaries and next steps are shared. I use the "All About me Forms" so that I can follow their interests. I also do reports for the 2 year check and you can share this with your health visitor.

### **How do you work with other professionals?**

I work closely with parents and attend any meetings with other professionals so that we are working as a team. This is met in a variety of ways i.e. meeting in the home or via telephone. This is to share information about your child and find the best way to support them.

Anyone is welcome in my setting and with parents permission I will include your child's Early Learning Journal Folder showing the next steps. I work closely with Sure Start, Menphys, Health Visitors, Speech and Language and Psychologists and Portage Workers that work in my home.

### **What training have you /your staff had in SEND?**

I am the sole worker. I have an NVQ3 and have attended numerous courses across the spectrum. I understand and adhere to continuous training. I have a wealth of experience, 23 Years in childcare. I have worked with Autism, ADHD, Downs Syndrome and Angelmans Syndrome. I have also worked with a terminally ill child who had severe Epilepsy and came with his oxygen equipment. I have looked after 3 children with Cerebral Palsy and have had

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training and experience of tube feeding. I use basic signing and other ways of communication such as non-verbal.

### **How will you adapt play opportunities for my child?**

I have low level height appropriate toys which are accessible to children to enable individual choice. I have a variety of toys, equipment and ideas for different needs such as sensory cosy corner, massage equipment and TACPAC activity (With calming music). I have created visual aids and boards and adapted certain equipment for a variety of ages and stages. I have a Six Seater Bus (Push Buggy) so all children can access the local community. All children's needs are taken into account. With specific needs I always seek professional advice for information and would use observations that would give me the understanding to help and share the unique needs of your child.

### **How will you get ready for my child going to his/her new room/ school?**

To help your child get ready for their new setting I would work closely with all other settings, parents, teachers and carers. With parents' permission, I would share Early Learning Journals and Reports, gradually introducing their new setting by maybe attending with your child, therefore slowly introducing the new move.

Also with parents' permission I would share key medical information and next steps and reports from any professionals. This information is shared continuously to ensure your child's needs are met. I use visual aids which will travel with your child to support ie laminated photos of their family. I would invite your child's next setting Keyworker or Teacher to my setting to see the child so that transition is smooth and consistent to support your child.

### **How will you and I know how my child is doing and how will you help me to support my child's learning?**

I would always work closely with all involved ie Parents and other Professionals. Any steps taken or being given I would communicate well and work as a team together. It is very important that your child has their own voice, ie write down or ask the child what they like best in the setting.

Also, by using Daily Diaries and Early Learning Journals and by constantly sharing on going partnership with parents, using the child's interest.

I will have informal meetings, parent evenings and termly newsletters are given out.

I would share progress summaries and 2 year checks to plan their next steps.