



## Support for Learners

### Our School Offer for children with Special Educational Needs

In order to make our school offer accessible and user friendly, we have structured the information around a set of **Frequently Asked Questions**.

#### **What is special about Lark Hill Nursery School ?**

- We pride ourselves on being a caring and listening Nursery who work to build positive relationships with parents and carers.
- We are open and honest with parents/carers and hope that you feel able to be so with us too.

#### **How will I share information with Lark Hill Nursery School about my child's needs?**

- From the first time you make contact with Lark Hill Nursery School we are friendly, approachable and listen to any information you have to share with us about your child
- Before your child starts with us we come on a home visit which is a private opportunity for you to share with us how to meet your child's needs. This will involve your child's key worker and another member of staff coming to your house and finding out what is great about your child and how we can support them at Nursery.
- When your child has started with us your first point of contact is your child's key worker who welcomes you and your child each day.
- Your child's key worker is available on arrival to share and celebrate aspects of your child's progress and any other information you feel we should know.
- Each term you will have a Parent's Meeting with your child's key worker to discuss your child's progress and think about their next steps
- At any point you can also speak to our Headteacher, or Deputy Headteacher who are our joint (SENCOs) Special Educational Needs Coordinators , if you would like to share further



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information, need advice or you think your child may need additional support

### **How does the school know when a child needs extra help?**

Children are identified as having Special Educational Needs through:

- **Discussions with families during our home visits before the children start at Nursery**  
(During this visit we will begin to gather information from you to start to develop a One Page Profile about your child. A One Page Profile is a great way for the Nursery to get to know your child as an individual and it will describe the qualities that you love about your child, what is important to them and what the Nursery can do to help them settle in, be happy and learn. )
- **Initial information provided by previous nurseries, settings and other professionals**  
(If your child has attended another setting they will pass on information to us about your child's needs which we will use to help us get to know them and plan for how to meet their needs)
- **Observations of the children playing, interacting and spending time at Nursery.**  
(Our approach is to really get to know the children and plan what we offer based on their interests and needs)
- **Ongoing discussions between staff and parents / carers**  
(We are available every day to discuss the needs of your child)
- **Liaison with external agencies** including specialists from the Child Development Unit, Speech and Language Therapists, Health Visitors, Portage or Educational Psychologists  
(We can refer your child to specialist professionals for support or if your child is already seeing them you can share with us any advice they have given to you to meet the needs of your child at Nursery)



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### **How does the school support a child with Special Educational Needs (S.E.N.)?**

- We identify the support your child's needs by combining a range of information from parents and carers and from other professionals.
- Our SENCOs oversee all support and progress of any child requiring additional support.
- All of the staff interact with and support your child. Our approach to support the learning of all of our children is to follow their interests and respond to their needs.
- Your child has a special group time with their key worker where they plan activities to support the learning of all of our children.
- By arrangement, the SENCOs can be available to discuss matters with you in more detail.

### **How are the governors involved and what is their responsibility?**

- The Headteacher shares a report to governors each term to inform them about the progress of and provision for SEN children; this does not refer to individual children and confidentiality is maintained at all times.
- The Headteacher, Deputy Headteacher and Governors agree priorities for supporting all of the needs of our children, with the aim that children receive appropriate support and all make progress.

### **How will the curriculum be matched to my child's needs?**

- We organise our curriculum through a "focus child" approach. This means each term all of the staff especially think about the learning, progress and needs of each child in depth. After your child has been "focus child" your child's key worker has a



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parent's meeting with you to discuss their progress and plan next steps

### **How can I work with the school to support my child's learning?**

- We build close relationships with parents and carers and have ongoing discussions about how to support your child
- We listen to how you support your child at home and take account of this information.
- We aim to be available to communicate with families whenever they need us, especially if your child has complex needs.
- All of our children have a one-page profile. This is a short document in which the children's qualities, what is important to them and the how we can enable each child to learn are included.
- Some children may have a one-page-profile-plus with more specific plans for how we will provide additional support for your child.
- These will be produced in consultation with you and we welcome your input.
- If your child has a higher level of need, they may have an Education, Health and Care Plan. In such cases, you and everyone working with your child will discuss their progress. Minutes of these meetings will be shared with you.

### **How does the Nursery know how well my child is doing?**

- We measure children's progress in learning against age related expectations as outlined in the Early Years Foundation Stage Curriculum.
- At the age of two we are required to carry out a 2 year old progress check with you to identify the progress you child is making and any areas of concern which they may need additional support with.



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- Each term we also meet with you to discuss the progress your child has made and agree next steps
- The Nursery staff continually gather information about the children's learning which we add to Orbit (an online tracking system), and in your child's folder on the website. We track children's progress through the year.
- The Headteacher and Deputy Headteacher monitor the tracking closely to identify children who are not making expected progress. This informs our decisions over the provision we need to support the needs of our children

#### **What support will there be for my child's overall wellbeing?**

- We are an inclusive school.
- We welcome and celebrate diversity.
- All staff members believe that children should develop a healthy self-image.
- We have a caring and understanding team who take the welfare of our children very seriously.
- The key worker is your first point of contact and forms the close bond with each child. The key worker groups also have buddies in other key workers who also come on the home visit and know your child well and is your second point of contact if your child's key worker is on a course, ill or absent from Nursery.
- Where necessary, the key workers liaise with the SENCOs for further guidance and support and with the parent/carer as appropriate.
- We may work alongside outside agencies such as Health and Social Services, and/or the Behaviour Support Service.

#### **How does the school manage the administering of medicines?**

- The school's Medicines in School policy is in line with guidance from the Local Authority and can be found on our website.



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Staff have regular training and all have the paediatric first aid qualification so that they are able to support the needs of all of our children.

### **How will my child be able to contribute their views?**

- We listen to our children and encourage them to tell us if they are worried about anything.

### **Is there a range of services that the school can liaise with?**

- At Lark Hill Nursery School, we believe that services should work positively together, sharing information and forming a consistent approach to supporting children.
- We have positive relationships with many agencies , including; Health visitors, Educational and Clinical Psychologists, Paediatricians, Speech and Language Therapists, Social Services, Early Years Behaviour Support Services ... and more besides.

### **How will my child be included in activities outside of Nursery ?**

- At Lark Hill Nursery School we believe that all children should be included in all parts of the school curriculum.
- We aim for all children to be included on Nursery trips and will endeavour to provide the necessary support, making reasonable adjustments.
- A risk assessment is carried out prior to any off site activity to ensure that everyone's health and safety needs are accounted for.

### **How accessible is the school environment?**

- At Lark Hill Nursery School, we buy in a consultant every 3 years to regularly update our Access Audit. From this we devise an action plan to address any suggestions for improvement. From



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this we work out a plan to develop the accessibility of our environment.

- We have a very strong link with the Ethnic Diversity Service to enable us to support children with English as an Additional Language.

### **How will the Nursery prepare my child for transferring to a new school ?**

- We encourage all new children to visit the Nursery prior to starting so that they can become familiar with the staff and our beautiful environment.
- We come on home visits before our children start with us so you can share information about how to support their child
- If children have attended another setting before starting with us (or at the same time) we aim to arrange a visit for their key worker to spend time with them in their other setting as we know children can respond very differently in different settings.
- If necessary and appropriate, we can arrange additional visits for children with specific transition needs.
- For transition to Primary School we liaise with the schools involved and welcome visits.
- We pass on all of our paperwork through transition meetings or delivering it ourselves. Our paperwork explains how we have met your child's needs while they have been with us.
- Some children benefit from extra visits and we arrange Transition Meetings if necessary, for children with a higher level of need who have an Education, Health and Care Plan. Parents are invited to these meetings to discuss their child's needs with staff from Lark Hill Nursery School and from their new Primary School.

### **How are the school's resources allocated and matched to the needs of an SEN child?**

- The allocation of our budget is monitored by the governors and the Local Authority.



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- The Governing body conducts a benchmarking and value for money exercise which shows the impact of this on the progress of our children.
- The budget allocation is on a needs basis.

**How are decisions made about the type and level of support that my child will need?**

- The key worker, parent / carer and SENCO discuss the child's needs and the support that would best enable them to learn.
- Different children require different levels of support and these can be quite specific to individuals. There is not a one size fits all approach.
- We take account of the ongoing dialogue that we encourage staff to have with parents/carers.

**How will I know if the provision has had an impact on my child's development?**

- By reviewing the progress shared with my child's key worker on an ongoing basis, and through sharing the progress check and the one page profile at the parent/ carer meetings.

**Who can I contact for further information?**

- We know that everyone feels more comfortable with some people than others. We want you to feel comfortable to discuss any matters relating to your child with us.
- Your first point of contact is your child's key worker.
- All key workers also have "buddies" who are other key workers who you can also discuss any aspects of your child's progress with
- Your next points of contact are our SENCOs, our Headteacher, Miss Jo O'Raw and our Deputy Headteacher, Mrs Cath Evans. You can arrange for a longer discussion with either of them and you key worker as you need



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- You can also contact Parent Partnership on 0161 286 4230 for advice on supporting your child if they have a Special Educational Need.

**Who should I contact if I am considering whether my child should join your Nursery?**

- Our School Business Manager, Mrs. Fiona Wilcock is happy to help if you ring the Nursery to discuss any aspect of what we can offer your child or you can ask to speak to the Headteacher or Deputy Headteacher.
  - You are very welcome to drop in to visit the Nursery at any time. You can make an appointment if you would prefer.
  - The Headteacher, Miss Jo O'Raw or Deputy Headteacher, Mrs. Cath Evans are happy to meet with you to give you a guided tour and discuss your child and what we can offer them at Lark Hill Nursery School
- The school number is: 0161 480 0867

The email addresses for our two Special Educational Needs Coordinators (SENCOs) are :

For the Headteacher, Miss Jo O'Raw  
[headteacher@larkhill-nur.stockport.sch.uk](mailto:headteacher@larkhill-nur.stockport.sch.uk)

and for the Deputy Headteacher, Mrs Cath Evans  
[catherine.evans@larkhill-nur.stockport.sch.uk](mailto:catherine.evans@larkhill-nur.stockport.sch.uk)



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