



ROMPERS PRIVATE NURSERY

ADDITIONAL SUPPORT NEEDS POLICY

Policy Statement:

At Rompers we value all children as individual and we provide support to meet a wide range of needs.

Aims of this Policy:

- We aim to meet the needs of each individual child and their family
- We aim to support all children by working in close partnership with additional support needs professionals
- We aim to provide equality of experiences for children with additional support needs

Procedures:

- We will hold an initial meeting with parents to discuss both their needs and the needs of their child
- Outcomes of this meeting will be fed back to relevant staff members
- Staff will communicate with parents/carers on a daily basis about their child's progress and interests
- We provide a relaxed atmosphere where we build positive relationships with children, parents and carers
- Additional support needs professionals will arrange a suitable time to visit the nursery and observe the child's individual needs
- An Individual Educational Programme (IEP) or target plan will be set up if required and reviewed regularly with all professionals involved and parents/carers of the child
- Individual needs will then be supported, involving parents/carers and additional support needs professionals
- All staff will be aware of IEP's and target plans
- To ensure that the child's individual needs are met, IEP targets will be worked on a key person and appointed to support the child and their family
- We value all children as individuals and treat them with respect
- We ensure all activities are accessible to children and adapt if and when required
- Staff support children to have positive views and images of children with additional support needs through discussion and images if required
- We have a disabled access at the back of the building
- Staff will participate in additional CPD if require to support children with additional support needs eg, administering medication, makaton training, this information from CPD will be discussed if appropriate at the next staff meeting
- An appropriate individual risk assessment will be put in place if needed

Monitoring:

- Daily communication with parents/carers
- Allocate each child a key worker to support their needs
- Regular consultation with additional support needs professionals
- Regular review of IEP's
- Monitoring of professional profiles which hold weekly/daily observations

Parents will be asked to sign when registering at Rompers to say that they have been fully informed that this policy is available in the parent policy folder in the cloakroom and available to view online at the nursery website.