



# SEN and Inclusion Policy

Last updated 11.04.11

Play Service

At our club we believe that all children have a right to access an out of school play environment. We welcome all children, regardless of their individual needs and we aim to welcome them to an inclusive setting. In order to achieve this we work closely with the children, their parents/carers and other agencies if this is necessary.

We aim to identify any difficulties a child/young person may have and work effectively with the child/young person and their parents/carers to meet individual needs and support them within a play environment.

We register children aged 4-16 years

Our special Needs Coordinator is \_\_\_\_\_ and he/she:

- Helps staff to identify and meet the needs of children who may be experiencing some difficulty in one or more area of development
- Helps staff to implement and develop strategies in respect of all children
- Supports staff in keeping parents/carers informed of child's/young person's progress
- Helps staff to review our SEN and inclusion policy annually
- Keeps staff up to date on SEN and inclusion matters
- Liaise with child's/young person's school when appropriate to obtain further information

As part of our provision Ealing provides advisory support to our staff through the The Out of School Development Officer (SEN/Inclusion). This may involve sharing observations and information of individuals or small groups of children.

If a child appears to be experiencing difficulty in any area of development and needs interventions that are additional or different to our usual care, then in discussion with parents/carers and the child (if appropriate) we prepare, with support from our Out of School Development Officer (SEN/Inclusion) an Individual Play Plan (IPP). These will include specific targets and strategies to help the child progress. We aim to work in partnership with parents/carers at all times.

For children/young people who wish to join our club who have identified SEN, impairment or disability, we aim to fully meet our responsibilities in respect of the Equality Act 2010 by not treating any child/young person less favourably than another. We aim to make reasonable adjustments to our building, resources and provision flexibly to meet the needs of individual children and their parents/ carers as and when appropriate.

Children's Centres • Early Years • EYDCP • Training • Family Information Service • Play Service

We are committed to our staff attending a range of training courses available through the Early Years Development and Childcare Partnership (EYDCP)

If parents/carers have a complaint about the way we are working with a child who has SEN, initially they should speak to the member of staff involved, who will look into the problem and arrange with the parent to meet and discuss the issue along with the provision manager.

Our SEN policy will be reviewed annually to ensure any government changes are in place, and that the policy still reflects the ethos of our provision.

SAMPLE

Whilst every effort has been made to ensure the accuracy of the information provided, The Out of School Development Team cannot accept responsibility or liability for any errors which may have occurred. This policy has been created as an **example only**. Providers must write their own policy specific to their setting.