

# Poppet's Pre-School

## Inclusion and Special Needs Policy

Poppet's Pre-School values and respects all children and will work in partnership with parents and multi-agency professionals to ensure that the needs of children with additional needs and disabilities are met.

All reasonable measures will be taken to accommodate the specific needs of children joining the setting, and additional advice and support will be sought if necessary. Staff will be trained to support the individual needs of children and will participate in the drawing up and implementation of individual education plans (IEPs) where necessary.

Staff will use their knowledge and experience to identify any aspects of a child's development or behaviour that give cause for concern and share these with the manager and owner, who will then decide on the action to be taken in consultation with the child's parents. Parents will be fully informed at all times of any concerns that arise about a child's learning and development.

Sarah Collins is Poppet Pre-School's special educational needs co-ordinator (SENCO).

**This policy was adopted on: ..... (date)**

**Signed on behalf of the pre-school: .....(owner)**

**Date for review: August 2015 (annually)**