**How does the SENCO role work?**

During your child’s time at Otford Nursery we will work with and monitor your child’s development. If you have any concerns about your child’s development & behaviour you should always speak with your child’s key worker or the settings SENCO (Hayley Lund) about your concerns.

**How we monitor your child’s development**

After your child has settled in at nursery the staff will start to observe your child and plan activities to support their learning. We do this by writing and posting observations on tapestry. We then use the observations we have gathered to track your child’s development in line with the EYFS curriculum. We complete trackers and unique stories three times a year in the Christmas, Easter and summer terms. We will make all unique stories visible on tapestry for you to access once we have completed them. We then use this information to assess for any additional needs or where extra support may be needed. For example if a child is just slightly low in one area of development we would plan around that area and then reassess in the next tracker if it still continues to be low the key worker would then speak with the setting SENCO and we would look further in to it to create a plan to help support their needs.

**What do we do to support children’s needs?**

The staff at the nursery will plan to support all children’s needs. We work together to make all activities challenging yet achievable for all children taking in to consideration children’s ages and development rates.

**What if we are concerned?**

If we are concerned about your child in any way we will always speak to you about our concerns, we would always discuss with you what steps we would like to put in place.

**Steps of how we support a child?**

The first steps would be to put a targeted plan in place this will set us as professionals a goal to work towards to support your child. We would then reassess this after 4-6 weeks to see weather this has helped or if it was to challenging or been achieved. We then assess if we need to do another plan.

Sometimes we would then consider getting the inclusion team involved and ask them to anonymously come in and observe your child and give us guidance and advice as to what we should doing, this can be another from suggesting taking your child to LIFT for further advice or setting us targets to support your child more effectively.

**What is LIFT?**

Lift is where we go to get support from specialist teachers, school outreach staff and educational psychologists. If we take your child to lift there is a flyer we can give you that explain lift in further detail: <https://www.kelsi.org.uk/__data/assets/pdf_file/0006/66480/Parent-Guide-EY-LIFT-A5-Booklet.pdf>

LIFT will again set us further targets and also usually sends someone out to observe and assess our next steps sometimes they will suggest that we apply for SENIF funding which will help us to further support your child’s additional needs.

**What is SENIF?**

SEN Inclusion Funding (SENIF) is a statutory requirement made available by KCC to enable settings supporting pre-school children with Special Educational Needs to secure better outcomes. By this time we would have progressed from targeted plan on to a more personalised plan to ensure we are working to support your child in every way possible. Again we will be able to supply you with an easy read guide to help explain what SENIF is and how it supports your child.

**What is DAF?**

The Disability Access Fund (DAF) is new funding for early years providers to support children with disabilities or special educational needs. It aids access to early year’s places by supporting providers in making reasonable adjustments to their settings.