

# Supporting children with special educational needs

## Policy statement

Sunrise Preschool provide an environment in which all children with special educational needs (SEN) are supported to reach their full potential.

- Sunrise Preschool have regard for the Special Educational Needs and Disability Code of Practice (2014).
- Sunrise Preschool have in place a clear approach for identifying, responding to, and meeting children's SEN<sup>1</sup>.
- Sunrise Preschool support and involve parents (and where relevant children), actively listening to, and acting on their wishes and concerns.
- Sunrise Preschool works in partnership with the local authority and other external agencies to ensure the best outcomes for children with SEN and their families.
- Sunrise Preschool regularly monitors and reviews our policy, practice and provision and, if necessary, makes adjustments.

## Procedures

- We designate a member of staff to be the Special Educational Needs Co-ordinator (SENCO) and give his/her name to parents. Our SENCOs are: Mary Anne (Meeta) Lovage and Cahit Asim
- The SENCO works closely with our manager and other colleagues and has responsibility for the day-to-day operation of our Supporting Children with Special Educational Needs Policy and for co-ordinating provision for children with SEN.
- Sunrise Preschool ensures that the provision for children with SEN is the responsibility of all members of the setting.
- Sunrise Preschool ensures that our inclusive admissions practice ensures equality of access and opportunity.
- Sunrise Preschool provides a broad, balanced and differentiated curriculum for all children.
- We] apply SEN support to ensure early identification of children with SEN.
- Sunrise Preschool uses the graduated approach system (assess, plan, do and review) applied in increasing detail and frequency to ensure that children progress.
- Sunrise Preschool ensures that parents are involved at all stages of the assessment, planning, provision and review of their children's special education including all decision making processes
- Sunrise Preschool where appropriate, takes into account children's views and wishes in decisions being made about them, relevant to their level of understanding.

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<sup>1</sup> This includes disabled children with special educational needs

- Sunrise Preschool provides parents with information on local sources of support and advice e.g. Local Information, Advice and Support Services.
- Sunrise Preschool liaises and works with other external agencies to help improve outcomes for children with SEN.
- Sunrise Preschool has systems in place for referring children for further assessment e.g. Common Assessment Framework/Early Help Assessment and Education, Health and Care (EHC) assessment.
- Sunrise Preschool provides resources and support to implement our Supporting Children with Special Educational Needs Policy.
- Sunrise Preschool ensures that all our staff are aware of our Supporting Children with Special Educational Needs Policy and the procedures for identifying, assessing and making provision for children with SEN. Sunrise Preschool provides in-service training for parents, practitioners and volunteers.
- Sunrise Preschool raises awareness of our special education provision via our website and or promotional materials.
- Sunrise Preschool ensures the effectiveness of our special educational needs provision by collecting information from a range of sources e.g. action plan reviews, staff and management meetings, parental and external agency's views, inspections and complaints. This information is collated, evaluated and reviewed annually.
- Sunrise Preschool provides a complaints procedure.
- Sunrise Preschool monitors and reviews our policy annually.

### **Further guidance**

- Early Years Foundation Stage Statutory Framework (DfE 2021)
- Working Together to Safeguard Children (DfE 2018)
- Special Educational Needs and Disability Code of Practice (DfE & DoH 2014)
- Guide to the Equality Act and Good Practice (Pre-school Learning Alliance 2015)
- SEND Code of Practice for the Early Years (Pre-school Learning Alliance 2014)

This policy was adopted on: 5 January 2026

Date to be reviewed: 5 January 2027

Signed on behalf of the management committee

Name of signatory: Mary Anne Lovage

Role of signatory: Manager:

Sunrise Preschool  
G.1-Supporting Children with SEN