

CHILDREN WITH ADDITIONAL NEEDS POLICY

PRINCIPLE

It is a child's right to have inclusive care and education. This is a human right, good for individual development and makes excellent social sense.

STATEMENT OF INTENT

We at Primrose Hill Believe

- All children should be treated with the same respect
- Children with special needs may need additional support to help progress towards their individual development milestones
- As early years' workers, it is our duty to help assist and support a child with a disability or impairment
- We strongly believe in 'see the child not the disability'

PROCEDURE

- Before the children attend Primrose Hill parents are asked to complete an enrolment form which includes questions relating to children with additional or special needs
- Once this is received and completed it helps the manager to have an awareness of specific support or assistance which may need to be put in place, for the individual child
- An appointment will be made for parents to come in and discuss in more depth their child's individual needs and for the parents to decide if the unit can provide the best care for their child
- The child's other health workers will be asked to come to this meeting and provide their opinion if the setting can meet the needs of the child
- Once this has been decided we will assign a key worker who if required will take extra training to help provide the best care for the child
- While the child is cared for within the setting training may need to be reviewed on a regular basis to help meet the child's needs



**Primrose Hill Daycare
& Nursery School**
FREEDOM TO FLOURISH

3A Lisglass Road, Ballyclare, BT39 9NP

Tel: 02893 342191

Email: info@primrosehilldaynursery.org

www.primrosehilldaynursery.org

- Parents will be required to complete an additional form, care plan, which is more in depth to ensure that we understand and are aware of the child's needs
- Parents may wish to have longer periods of time to settle their child within Primrose Hill
- Outside professionals working with the family are also invited in during the settling process. This is good practice to have these professionals involved from the start
- Outside professionals are invited into the setting on a regular basis to give advice or refresh staff on the individual's needs
- Once the child and parents are comfortable and settled then their placement begins. This also applies to the unit manager and staff who are caring for the child. They also must feel satisfied that they can care for the child to their best ability
- Whilst the child is cared for within the setting, several individual play plans will be drawn up with the assistance of the parents and outside professionals to help the child achieve their full potential
- If medication is required to be given to the child on a regular basis a consent form before the child's placement at Primrose Hill must be signed. Any medication will be given by the manager
- It is the parent's responsibility to inform the manager of any change to medication or the child's individual needs
- It is also the responsibility of the key worker and staff to keep parents informed of the progress which their child is achieving within the unit or to let them know of any concerns or difficulties which they have come across relating to the child's needs. In this case, we may need to review play plans or the child's routine.
- Therefore, throughout the time of care within Primrose Hill parents and staff must work together to ensure the child is happy, content and their needs are being met.

PLEASE SEE SPECIAL EDUCATION NEEDS FOLDER FOR ADDITIONAL INFORMATION