

SPF Nursery SENCo

The Nursery SENCo is an advisory role. We have two SENCo key persons. One is based at Dame Bradbury's and one is based in Cambridge but supports both our Madingley and Salisbury Villas Nurseries.

When a child with SEN or disabilities starts at our nursery their key person will be the first point of contact. It is the role of the key person to gather as much information as possible about the child's needs through these channels:

- Information from parents/ carers
- Observations within the setting
- Tracking progress and outcomes
- The voice of the child
- Working with other agencies- eg, information from the health and development review at age two, information from a previous setting
- Progress check at age 2

Once the key person has gathered this information the Nursery SENCo will work with the key person to:

1. **Assess** which areas of the child's nursery experience need adjusting to ensure it is an inclusive experience, the child is having the same opportunities as other children in the setting. The Nursery SENCo in partnership with the parents, child, key person and other agencies will assess what interventions are required to ensure the child is able to make progress.
2. **Plan**- the Nursery SENCo will work with the key person to plan the interventions, contacting other agencies for advice and support where necessary. The Nursery SENCo will provide training when necessary and will ensure the parents, child and key person all understand the aims of any planned interventions and adjustments.
3. **Do** - the child's key person will remain responsible for implementing the interventions and adjustments and ensuring that all staff working with the child are also implementing the plan. The Nursery SENCo will help solve any problems that might arise when implementing the plan and they will support the key person in assessing the child's response to the action taken

- 4. Review-** the Nursery SENCo will gather as much information about the child's needs following the support they have received and be responsible for co-ordinating the next steps.