



## Special Needs

The Government states that "All children need support to be fully included; some need more support than others."

At Conker Club, we share this view. We believe that all children should be included in all aspects of our After-School club life, regardless of gender, race, social group, religion, family background or disability.

We follow the guidelines set out in the DFES Code of Practice for Special educational Needs and guidelines supplied to private and voluntary providers of After-School clubs

We have an identified Special Needs Co-ordinator (SENCO). The SENCO has the responsibility for co-ordinating the needs of children with SEN by using a variety of methods to enable each child to learn. She will have or be in the process of obtaining special needs qualification and will ensure that she stays up to date with any new initiatives by attending courses and reading relevant articles and documents.

### **Our aims are:**

- To provide for the developmental needs of every child
- To ensure that all children with disabilities or learning difficulties are respected and treated as individuals
- To ensure that children with specific difficulties are not discriminated against and that any negative attitudes or remarks made will be challenged and discussed
- To identify any special need as early as possible
- To work in partnership with parents or carers
- To listen to the child's views and ensure they get opportunities to do what they enjoy

### **Examples of specific needs:**

- Makes little or no progress in specific areas
- Learns or develops at a level significantly below that expected of children of a similar age
- Emotional or behavioural difficulties
- Sensory, physical or medical needs
- Communication or speech and language difficulties
- English as a second language

- Difficulty in playing with other children.

#### **Admission:**

Where a specific need has already been identified we will treat an application to come to Conker club on equal terms with all other children, provided that we have the appropriate facilities, or are able to obtain extra funding to provide them.

#### **Identification of needs:**

- Each child's Key Worker ensures that regular observations, assessments and records are made of their development.
- Based on this and the knowledge that is built up through regular one to one time, concerns may be highlighted.
- Regular meetings and informal discussions between staff members also ensure any areas of concern are picked up.
- Any concerns will then be discussed with the SENCO, Manager and parents

#### **Action:**

- All relevant staff are made aware of any specific needs through regular meetings and informal discussions
- On going careful monitoring of development and discussion with parents
- If it is felt that more help and support is needed, the SENCO may ask external support services for advice.

#### **Parental involvement:**

At Conker Club our aim is always to work in partnership with parents. They know their child best and their wishes, feelings and knowledge are vital to the child's progress. At all stages we will share information and any concerns with parents, listen to what they have to say and work together to decide on the best plan of action for their child.

#### **Extra Support may be provided by:**

- Having extra staff - where one to one support on a full or part time basis is considered to be necessary, funding would be sought to provide this.
- Using extra resources - We have a large range of equipment and most of our resources are designed to meet different needs and levels of skill. However if it is felt that

there is specific equipment required to meet an individual's needs that we do not have in Conker Club, then funding will be sought.

- Adapting presentation of an activity - Where appropriate delivery of activities will be altered. E.g. if a child has a hearing impairment the children could sit in a semi-circle so that it is clear who is involved in a conversation and we would ensure the setting is well lit to aid lip reading.
- Different expectations - We are aware that children develop at different rates and we ensure that when a child needs extra time or support to complete an activity this is given.

All members of staff at Conker club have had some training in special educational needs and the SENCO ensures that they are kept up to date with new initiatives and ideas.

We have separate policies on Equal Opportunities, Behaviour Management, Child Protection and Confidentiality, all of which have links to Special Needs.