Parent Information: SEND Local Offer

At Beechoak Farm Montessori Pre-School we do our upmost to meet the needs of all children including those with Special Educational Needs and receive support from the Local Authority to ensure that all children, despite the specific need they have are able to progress and reach their full potential. Pre-Schools are supported in being as inclusive as possible, with the needs of children with a Special Educational Need/s being met in a mainstream setting wherever possible and also where the families want it to happen.

How does Beechoak Farm know if children need extra help and what should I do if I think my child may have a special educational need or disability?

At Beechoak Farm we treat all children as individuals and all of our staff are trained and experienced in observing, assessing and planning the appropriate next steps for children.

If you as a parent have any concerns about your child you should either speak to the Manager/ SENCo (Hayley Majeika) who will be able to help you.

How will the staff support my child?

All children are assigned a Key Person on their given start date, who will work with you and your child. They will talk to you about the next steps for your child, based on their interests. In addition to this the SENCO will make specific plans focused on your child's area of need, which will again be discussed with you.

Beechoak Farm is also able to liaise with the West Essex Inclusion Partner, give advice on strategies that will support your child whilst at Pre-School.

How will the curriculum be matched to my child's needs?

Every child has their own Tapestry online learning journal which will contain observations, photographs and videos. These support our staff to assess and

make plans to progress your child's development and influence our planning of the curriculum. You will be given details of your child's Tapestry account prior to joining Beechoak. Children are assessed through ongoing observation.

How will both you and I know how my child is doing and how will you help me support my child's learning?

All plans are shared with you as they are developed and assessed for progress and apart from 2-year checks, leaving reports and bi-annual parents' evenings, there are regular meetings with families who have a child with an additional need. At Beechoak Farm we operate an 'open door' policy, and our staff are always available to spend time with parents to discuss their child's progress and development and also to help and support your child.

What support will there be for my child's overall well-being?

The staff at Beechoak Farm are experienced and are able to access any additional information and support from their Inclusion Partner when needed. Should your child require prescribed medication then a named member of staff will be responsible for the administering of this and you will be required to sign for this.

At Beechoak Farm we promote positive behaviour, and staff are trained to support this. Should your child display any unwanted behaviour we would then work with you and your child to provide a consistent and planned approach to improve the behaviour.

What specialist services and expertise are available at or accessed by the early years setting?

Whilst the pre-school does not offer specialist services, we are very happy to work alongside the specialists involved with your child and they are welcome to visit your child at the setting.

What training are the staff supporting children with SEND, had or are having?

The staff at Beechoak Farm have attended speech, language and communication training, basic Makaton training, behaviour training, English as an Additional

Language training, SENCO and Inclusion training. The SENCO also attends regular meetings, and all staff continuously update their training through CPD.

How accessible is the early years setting environment (indoors and outdoors)?

Our building is mostly wheelchair accessible, and our outside area is flat. We have one accessible toilet and a ramp to aid access into the nursery grounds; there is also parking available. We are happy to work with families to access any specialist equipment needed. We also use visual timetables to support routines and communications. We have a range of sensory equipment.

How will Beechoak Farm Pre-School prepare and support my child to join the Early Years setting, transfer to a new setting or school?

At Beechoak Farm we offer flexible pre-visits where children can attend sessions. If required and where there is a need parents and children can make further visits prior to starting. The type of visit is dependent on the need of the individual child.

When transferring to school the pre-school will initially liaise with the school to arrange the best transition for your child. This may include a meeting with the school, pre-school and parents to arrange the best strategies to support your child's transition such as several visits to the school, teacher visits to pre-school, photographs of the school.

How are Beechoak Farm's resources allocated and matched to children's special educational needs?

We are able to apply for funding from the SENIF panel, to enable us to employ an additional member of staff above ratio if needed.

How is the decision made about what type and how much support my child will receive?

Initially the pre-school Manager/ SENCO will meet with you to discuss your child's needs. The Inclusion Partner will also offer support at this stage. A plan will be developed involving you for your child's transition and support needed, will be put in place.

Once your child has started a One Plan will be made, which you will be involved with, this will be reviewed and monitored regularly.

Who can I contact for further information?

More detailed information is available in our polices, specifically our 'Promoting Positive Behaviour', Diversity and Equality', 'Supporting Children with Special Educational Needs' and 'Working in partnership with outside agencies'. All of our policies are available on our website.

To register your child at the pre-school and if you wish to discuss your child prior to starting please contact the Manager Hayley Majeika: manager@beechoakfarm.co.uk or telephone 0208 502 0006.

This policy was adopted by staff at Beechoak Farm Montessori preschool.

Held on 2nd December 2025

Date to be reviewed December 2026

Signed on behalf of Beechoak Farm Montessori by

Charlotte Muggleton & Hayley Majeika

Proprietor Manager