# Pendoylan Childcare

# Additional Learning Needs (ALN) and Inclusion Policy

**Statement of intent**

At Pendoylan Childcare we are committed to the inclusion of all children. All children have the right to be cared for and educated to develop to their full potential alongside others through positive experiences, to enable them to share opportunities and experiences and develop and learn from each other. We provide a positive and welcoming environment where children are supported according to their individual needs and we work hard to ensure no children are discriminated against or put at a disadvantage as a consequence of their needs.

We take great care to treat each individual as a person in their own right, with equal rights and responsibilities to any other individual, whether they are an adult or a child. We are committed to providing equality of opportunity and anti-discriminatory practice for all staff, children and families according to their individual needs. Discrimination on the grounds of gender, age, race, religion or belief, marriage or civil partnership, disability, sex and sexual orientation, pregnancy or maternity, ethnic or national origin, or political belief has no place within our Childcare.

We believe that all children have a right to experience and develop alongside their peers no matter what their individual needs. Each child’s needs are unique, therefore any attempt to categorise children is inappropriate.

We are committed to working alongside parents in the provision for their child’s individual needs to enable us to help the child to develop to their full potential. We are committed to working with any child who has a specific need and/or disability and making reasonable adjustments to enable every child to make full use of the Childcare’s facilities. All children have a right to a broad and well- balanced early learning environment.

Where we believe a child may have additional needs that have previously been unacknowledged, we will work closely with the child’s parents and any relevant professionals to establish if any additional action is required.

Where a child has additional needs, we feel it is paramount to find out as much as possible about those needs, any way that this may aﬀect his/her early learning or care needs and any additional help he/she may need by:

* Liaising with the child’s parents and, where appropriate, the child
* Liaising with any professional agencies
* Reading any reports that have been prepared
* Attending any review meetings with the local authority/professionals
* Observing each child’s development and monitoring such observations regularly.

All children will be given a full settling in period when joining the Childcare according to their individual needs.

# Aims

# We will:

* Recognise each child’s individual needs and ensure all staﬀ are aware of, and have regard for, the Additional Learning Needs Code of Practice for Wales when identifying and assessing children.
* Include all children and their families in our provision
* Provide well informed and suitably trained practitioners to help support parents and children with additional educational needs and/or disabilities
* Develop and maintain a core team of staﬀ who are experienced in the care of children with additional needs. Our Childcare Manager is responsible for the identification, assessment and care of children with ALN. For cases of complex additional needs, the manager will seek advice from our school (ALNco) who has been trained in the legal requirements and in the care and assessment of children with additional needs. Staﬀ will be provided with specific training relating to Additional Learning Needs (ALN) and ALN Code of Practice for Wales.
* Identify the specific needs of children with ALN and/or disabilities and meet those needs through a range of strategies
* Ensure that children who learn quicker, e.g. more able and talented children are also supported
* Share any statutory and other assessments made by the Childcare with parents and support parents in seeking any help they or the child may need
* Work in partnership with parents and other agencies in order to meet individual children's needs, including the health and education authorities, and seek advice, support and training where required
* Monitor and review our practice and provision and, if necessary, make adjustments, and seek specialist equipment and services if needed
* Ensure that all children are treated as individuals/equals and are encouraged to take part in every aspect of the Childcare day according to their individual needs and abilities
* Encourage children to value and respect others
* Challenge inappropriate attitudes and practices
* Promote positive images and role models during play experiences of those with additional needs wherever possible
* Celebrate diversity in all aspects of play and learning.

**The Role of the Childcare Manager/ ALNco**

The role of the setting Manager/ ALNco is to take the lead in further assessment of the child’s particular strengths and weaknesses, in planning future support for the child in discussion with colleagues, and in monitoring and subsequently reviewing the action taken. The setting Manager/ ALNco should also ensure that appropriate records are kept including a record of children with an Early Years IDP. The practitioner usually responsible for the child should remain responsible for working with the child on a daily basis and for planning and delivering an individualised programme. Parents should always be consulted and kept informed of the action taken to help the child, and of the outcome of this action.

The Childcare Manager works closely with all staﬀ to make sure there are systems in place to plan, implement, monitor, review and evaluate the additional learning needs practice and policy of the Childcare, always making sure plans and records are shared with parents

# Methods

We will:

* Ensure that our inclusive admissions practice includes equality of access and opportunity
* Ensure that our physical environment is as far as possible suitable for children and adults with disabilities
* Work closely with parents to create and maintain a positive partnership which supports their child(ren)
* Ensure that parents are informed at all stages of the assessment, planning, provision and review of their child's care and education
* Provide parents with information on sources of independent advice and support
* Liaise with the LA and other professionals involved with children with learning diﬃculties and/or disabilities and their families, including transfer arrangements to other settings and schools. We work closely with the next school or care setting and meet with them to discuss the child’s needs to ensure information exchange and continuity of care
* Provide a broad and balanced early learning environment for all children with learning diﬃculties and/or disabilities
* Provide diﬀerentiated activities to meet all individual needs and abilities
* Use a system of planning, implementing, monitoring, evaluating and reviewing Individual Development Plans (IDPs) for children with learning diﬃculties and/or disabilities and discuss these with parents
* Review IDPs regularly and hold review meetings with parents at the appropriate time
* Ensure that children with learning diﬃculties and/or disabilities and their parents are consulted at all stages of the graduated response, taking into account their levels of ability
* Use a system for keeping records of the assessment, planning, provision and review for children with learning diﬃculties and/or disabilities
* Provide resources (human and financial) to implement our ALN policy
* Ensure the privacy of children with learning diﬃculties and/or disabilities when intimate care is being provided
* Provide in-service training for practitioners and volunteers
* Ensure the eﬀectiveness of our ALN provision by collecting information from a range of sources e.g. IDP reviews, staﬀ and management meetings, parental and external

agencies’ views, inspections and complaints. This information is collated, evaluated and reviewed annually

* Monitor and review our policy annually.

# Additional Learning Needs Code for Wales 2021

The Childcare is aware of the Additional learning needs (ALN) transformation programme and the phased approach being taken to introducing the new ALN system, which is being implemented from September 2021. The Childcare will have regard to the Additional Learning Needs Code and Regulations as required in line with the implementation timeline.

# Early Years Support

Where a practitioner or setting ALNCO identifies a child with additional learning needs, the Childcare will assess and record those needs and provide a number of key actions to help the child. As part of this process the Childcare will consult with parents and seek any additional information from professionals. If the needs are significant, our Childcare will liaise with the Early Years ALN Teams in the local authority to ensure the best outcomes for your child. Please refer to the **LA Early Years ALN Flyer** which can be found amongst the list of Childcare Policies or follow the links found by clicking the ALN button on the front page of our Pendoylan.com Website.

# Individual Development Plan (IDP)

An IDP is a statutory plan maintained by the local authority that sets out a description of a child or young person’s ALN, the additional learning provision (ALP) called for by their learning diﬃculty or disability, and other associated information. The IDP is intended to be a flexible document that will vary in length and complexity depending on the diﬀerent needs of the child and the way in which an individual child’s needs develop and change over time. The targets for the child, any teaching strategies or changes to provision are set out in an IDP The plan will be continually under review in consultation with the child and his/her parent(s).

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| Signature Responsible Individual | Date for review |
| *Mrs P M Vaughan* | Autumn 2026 |