



## Special Educational Needs and Disability Policy (December 2025)

### Mission

To ensure that children who require additional support to access Minibugs curriculum are treated with the upmost care and attention. Minibugs must adopt an approach that enables each child with the best possible start in their education. The approach must be in partnership with parents/carers and outside agencies that are in the best interest of the child.

### How we support children with additional needs

As a registered early years setting, we are required to have a suitably qualified Special Educational Needs Co-Ordinator (SENCO) in post who will ensure that this policy is effectively implemented and supports our inclusive culture for all children regardless of their individual needs.

The SENCO, including contact details, will be displayed in the nursery on the "Designated Persons List" this person will be the main contact for parents/carers and external professionals for children who may be identified as needing additional support.

The SENCO will be responsible for identifying, assessing and implementing appropriate interventions at nursery to ensure that each child can develop alongside their peers. The SENCO will use documents created by Minibugs to ensure this is appropriately recorded and reviewed.

### Parent Partnerships

The SENCO will work with parents/carers and external professionals which may be involved with the child. Information will be shared securely to external professionals and copied to parents at the same time. The Nursery relies heavily upon parents to inform them of all other agencies involved with their child as such information may not necessarily be known by the Nursery. We will not contact other agencies without parental consent unless there are concerns about child protection.

To ensure that children who require additional support are given the best possible opportunities parents/carers will be expected to regularly attend review meetings with the nursery SENCO, the nursery will work with parents/carers to ensure this is as accessible as reasonably possible.

### Referral Process

There may be occasions where, despite the best efforts from the SENCO a referral maybe needed for more targeted support for the child.



The SENCO will seek permission from the parents/carers to refer to the appropriate service. Should the parent/carer refuse this the management team will work with the parents/carers to understand the concerns.

All referrals will be shared with the parent/carers and they will be expected to share their views and concerns, the SENCO will support parents/carers through this process.

### Meeting the child's individual needs

The nursery remains fully committed to providing an inclusive environment and will always take reasonable steps to support children with additional or emerging needs. A decision to review or withdraw a placement will only occur when all other avenues have been exhausted, and when continuing the placement would compromise the safety, well-being, or developmental prospects of the child or others.