

Local Offer: Early Years Settings



Ofsted registration number: 133089

Oak Tree Day Nursery recognises that children and their families can be similar, different and unique. We offer high quality childcare and provision for all and always have The United Nations Convention on the Rights of the Child (UNCRC) underpinning everything that we do through our children's rights charter gold award.

At Oak Tree Day Nursery we aim to meet the unique needs of every child by:

- Forming good relationships with both them and their families from the start-this is done through settling in visits where we are able to find out as much information as possible about the child and their family.
- By observing and interacting with each child from the moment they join us-this helps us to form firm relationships from day one and enables us to find out everything about each child including their likes/dislikes, how they like to learn etc.
- By liaising with outside agencies that are already involved with the child and family to ensure a smooth transition either from home to our setting or from another setting to us, or between us and another setting. This also helps us to ensure that that we have all the information we need to support each child to learn and develop.
- By holding regular Team Around the Child (TAC) meetings in order to ensure that the needs of the child and family are being met-this gives the child a voice and the family an opportunity to set targets that are realistic and current in terms of what support the child and their family needs. It is also a great opportunity to get all outside agencies together along with the family in order to provide the best possible care for the child.
- Using observations to form planned activities and experiences that support each child's learning and development and support them to engage and interact with other children-this helps to build on the child's Personal, Social and Emotional development.
- Creating Individual Education Plans (IEPs) for each child to ensure that they are making progress towards the Early Years Foundation Stage (EYFS). This is created and reviewed with the child's family to ensure that what we do here at Nursery is consistent with what is happening at home. We also use information gathered from

any outside agencies to form the plans in order to give each child the best possible support with their learning and development.

At Oak Tree Day Nursery we use the support provided by the local authority (BANES) in terms of Area Special Educational Needs Support Teachers as well as our own Special Educational Needs coordinator (SENCo) to monitor and support children that are not making progress towards appropriate age related milestones. As a setting we also identify children that may not be reaching appropriate age related milestones through the use of the COHORT where staff talk with the Nursery manager and decide what plans to put in place to support each child to move forward.

At Oak Tree Day Nursery we signpost families to services such as speech and language development helplines, the Parent Partnership Service, Continence nurses etc. and give advice and support to all families on how to access further information from these services.

We ensure a smooth transition between settings, room to room, home to Nursery and Nursery to school by:

- Completing all about me forms for the receiving setting which gives lots of information about each individual child and their family.
- Completing moving on forms provided by the local authority when a child is leaving to go to school-this gives an overview of where the child is at within their learning and development.
- Inviting the receiving setting in to visit the child in an environment they are comfortable in-this helps teachers etc. to find out as much information as possible about the child-how they like to learn, likes/dislikes etc.
- Holding leavers parents meetings to give families an opportunity to add any other information to the transition information before it gets sent on.
- Arranging transition meetings to ensure that as much information is shared with other settings-this gives the family the opportunity to ensure that all information about their child is shared with the appropriate people so that they have the bigger picture.
- Organising settling in visits to ensure the child feels safe and secure and gets to know their Key Person.

At Oak Tree Day Nursery we meet the unique needs of every child through:

- Ensuring that all staff attend regular and relevant training to gain/develop skills.
- Ensuring that new staff are supported to follow working practices that are already in place at the Nursery.
- Ensuring that all staff build firm relationships with their Key children and their families.

- Ensuring that all staff spend time getting to know their key children and their families during settling in visits.
- Having a staff team that have many year's experience of working with children and their families.

We provide an environment where children can learn and develop at their own pace. Resources are stored at the children's height and are clearly labelled. Children are encouraged to access the resources independently. Cosy spaces are available for children to relax and have some quiet time. Our outdoor area reflects our indoor area and we also hold Forest School sessions within a wooded area on the University campus twice a week.