



INCLUSION POLICY

Target group for this policy

Inclusion is meant in the widest sense. It incorporates children and young people as well as the rights of parents/carers, children and all staff. It includes individuals with special educational needs and/or a disability, as well as those from minority ethnic groups; Travellers; and any other diverse cultural groups.

It also includes those with English as an additional language and Children in Public Care (Looked After Children). Those with specific medical needs; suffering from low self-esteem; or experiencing mental health difficulties are also included.

It also incorporates the rights of the child and equal opportunities, as well as any other groups at risk of exclusion or social exclusion.

Aim

1. All children have a right to expect to learn in a caring and considerate environment where the staff and the children are all valued for their contribution.
2. The Children's Centre is committed to working closely with parents who are fully involved in all decisions that affect their children's life.
3. The centre will provide, within available resources, the highest possible quality support and inclusive education for children with SEN.
4. All children have a right of full access to Early Years Education through the Foundation Stage Curriculum.

Purpose

1. To meet the individual needs of children in our setting.
2. To ensure that Inclusion and Equal Opportunities are put into practice.
3. To raise quality and standards.
4. To recognise the rights of the child.
5. To encourage parent/carers to use the provision.
6. To increase awareness.

Joining Groups

When a child and parent/carer attend a group together the parent/carer are expected to retain responsibility for the behaviour and well-being of that child. Where there is a crèche facility available the parent is then able to hand that responsibility over to a centre member of staff.

All those attending groups are to abide by the rules of the group to encourage the free and unbiased sharing of thoughts and ideas, the nurturing of a safe and secure learning environment, as well as to ensure the safety of the children and adults involved with that group

Partnership with Parents and Carers

Parents are consulted at every level of intervention. Parents have a right to be involved in discussions about their child. Procedures should be explained to parents in order to develop a close working relationship and so parents can be made aware of the targets being set for their child. Parents should be offered advice about how they can work with their child at home if they so wish. The effectiveness of any intervention will depend upon the level of involvement of parents.

Consultation with parents is made informally on a regular basis. Additional consultation is made at either the parents or the centre's request at a mutually convenient time.

Links with support services and other agencies

The centre recognises that to provide a fully inclusive and supportive environment there is a need when considering SEN to work closely with the full range of support services and external agencies. Agencies are called upon when support is required for a specific need. The centre also works closely with agencies when information is requested to support a family.

Facilities, Staffing and Training:

Facilities:

The centre is adjoining Weybridge Day Centre, set next to Churchfields Park. It is self-contained and has its own entrance. It has very good disabled access with a ramp into the building and no stairs within. There is a welcoming entrance with information for parents and carers about what is happening in the centre and the local area. There are toilet and changing facilities off the main space. There is a kitchen for use during sessions if so required. There are two rooms used for activities as well as a secure outside area. The nature of the activities in the centre changes in accordance with the planning.

Staffing:

There are currently four members of permanent staff, of which at least one will always be present during centre opening hours.

All staff members and volunteers are subject to enhanced CRB checks.

Training:

The centre provides various training opportunities in accordance with government guidelines for the roles undertaken. Each staff member had their own specific training and so each staff member has their own area of expertise.

Resources and the Learning Environment:**Resources:**

There are a wide range of high quality resources that reflect not only the immediate community but also give opportunities for the children to explore to the wider world around them.

The learning environment:

The centre is divided into 3 main areas. The main space is mostly used for larger group activities, smaller space with the kitchen is used for messier activities and the Snoezelen room is used for work with specific children. All activities in these rooms are supervised at all times.

The Snoezelen room is a sensory room designed for use by children with additional needs, but open for use by all. The room is used during booked sessions by parents/carers and their children for half an hour at a time. Alongside this there is a group run on a Wednesday morning exclusively for children with additional needs and their carers.

The outside area at the side of the centre building and is seen as an extension of the space inside. The activities are planned and the aim is to use the outside area as much as possible to enhance the experience of the families using the centre. During any activities taking place outside parents and carers will be responsible for supervising their own children.

Monitoring this policy / Complaints procedure:**Criteria for Measuring the Success of the Policy**

The criteria for measuring the success of the policy should be specific, attainable, realistic and time constrained. They should indicate the extent to which the centre has been successful in meeting the needs of its families.

The co-ordinator through a process of moderation will help measure the success of the policy.

Arrangements for complaint

These are defined in the centre policy document that is available for parents and other interested persons to read.

For further information please contact:

Weybridge Children's Centre
Churchfield Pavilion
Churchfield Road
Weybridge
Surrey KT13 8DB
01932 300106
centreleader@weybridgecc.org

It is intended that by adopting this policy and keeping staff, volunteers, families and the management committee informed, trained and updated with procedures, the centre can avoid the need for complaints. However, the Children's Centre Leader is the first point of contact should any queries arise over this policy and its related procedures.

Policy endorsement

Signed by:

Date:.....

Name: Daphne Sohl

Position: Children's Centre Leader