



Local Offer

1. How does Bradfield's Little Pumpkins Pre-School know if children need extra help and what should I do if I think my child may have special educational needs or disabilities?

Little Pumpkins recognises and celebrates each child as an individual. All families undertake an admission process which helps us appoint the best placed key person for your child. During the induction process we ask you to share information with us that may determine any areas of concern. Throughout your child's time at Little Pumpkins Pre-School we follow the EYFS development plan, utilising Development Matters as an assessment tool. This enables us to work with your child to ensure all areas of learning are met and milestones are achieved. Using tools and resources to monitor your child's development, will demonstrate any areas of concern.

We highly recommend any areas of concerns that you may have (however insignificant you feel it may be) with your child's key person at the induction meeting or at any time during your child's time with Little Pumpkins. Sharing information with us regarding your child, or members of your child's family, can prove significant in their future development.

2. How will Early Year's staff support my child?

Little Pumpkins strives to be diverse to meet the needs of the families attending our setting and where achievable we will adapt to meet your child's requirements. Our aim is to build a relationship with all our families of Little Pumpkins. It is key for our staff to build an attachment with your child for them to feel safe and secure; therefore during the admission process information is gained to best place your child with a key person. Along with information on our website we also provide documentation to you as a family to share with your child to build a picture for you both as to what to expect at Little Pumpkins, as well as information on your child's key person. During your child's time at Little Pumpkins, we work to support your child in all the ways we can. Under guidance from the early years curriculum we will challenge your child in their early years education and set next steps to ensure of your child's development. This is achieved by staff observing your child and planning next step all time ensuring that parents / carers are involved in each step of the way. We identify families are the first educators. It is our principle that all children will develop in all areas. Staff will nurture and support children within activities and games with the aim for children to explore, learn and create. However small a step may be, progress is always an achievable goal at Little Pumpkins.

Little Pumpkins advocates Partnership Working and we happily welcome other professionals to our setting that may be working with your child or we may call upon, such as occupational therapist, specialist teachers and speech and language therapist. We can also provide reports for pediatricians



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to support the family or assist you in preparing an Education, Health and Care Plan for Primary School years.

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

Little Pumpkins recognises the uniqueness of every person and celebrates this fact. Your child's development at Little Pumpkins will be at their own pace and carefully nurtured with plans that best suits your child's needs. We follow the guidance of the EYFS and strongly believe and support learning through play. Little Pumpkins believes that children learn a vast amount from peers, and activities carefully lead by professionals trained in early years who will lead your child to explore, create and learn in their own way. The key person plans individual activities based on observations, assessments and completion of the next steps to suit the individual child to aid development in learning.

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

Access to your child's learning journey, which is a story of their time at Little Pumpkins, is available daily at our setting. We welcome parents to meet with their child's key person (preferably via an appointment) at any time, whether this is face to face or over the phone. We also welcome you to raise any concerns via email or letter. It is key that information is shared between us to ensure your child is developing to their full potential.

If your child starts our provision under 36 months of age, a two year old check is completed by your child's key person. This is generally completed within the first term of your child's time with Little Pumpkins. The two year old check indicates development in all areas of learning, commencing with the primary areas which is Communication and Language, Physical Development and Personal, Social and Emotional. Next steps are also provided as a part of this process. Of course, as a family, this will be a process you will be very much involved in and copies will be provided for you to share with your Health Visitor or other medical practitioner that you deem appropriate.

Home learning is an area which also supports working together and developing children's next steps. During your child's time with Little Pumpkins a range of activities will be sent home, some dependent on next steps others are a collective derived from our inhouse cohort tracking.

Termly parent / carer catch up meetings are arranged where you are invited in to discuss with your child's key person their development. These meetings are arranged at a mutually



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convenient time. Please note; appointments of this nature are available at any time throughout the year should you have any concerns at any point.

Throughout your child's time at Little Pumpkins, we monitor your child's development and keep track that everything is running smoothly. We utilise an in-house specifically designed plotting form for this purpose. The form visually provides any areas of concern and easily demonstrates a base-line for analysis of the child's development.

We may raise a concern with yourselves after careful observation of your child and will produce to you supporting documentation or information.

5. What support will there be for my child's overall wellbeing?

Little Pumpkins strive to be stringent with children's wellbeing at our settings. Many policies and procedures are in place ensuring our aim to provide the best possible childcare and early years education.

Our professionals trained in early years ensure the wellbeing of your child, in promoting a healthy lifestyle, positive approaches and caring for others; our motto being 'we are all friends at Little Pumpkins'.

Children and families are asked to respect our policies at Little Pumpkins, which are readily available. Golden rules are discussed with the children providing the boundaries which we expect all children to adhere to. The rules are also displayed at the setting giving the opportunity for families to model these rules in the home environment if they so wish.

If further support, (other than what Little Pumpkins provide) is required, Little Pumpkins can make referrals to the Nursery Nurse, outreach workers and social care.

Little Pumpkins follows the Every Child Matters legislation; ensuring we promote positive relationships, enabling environments, the unique child and learning and development.

6. What specialist services and expertise are available at or accessed by Bradfield's Little Pumpkins Pre-School?

Staff can offer advice, support and make referrals in the following areas:

ASD

Attachment Disorder



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Breast Feeding
Child development
Child Protection
Community links
Domestic Abuse
Early Year Pupil Premium (EYPP)
Food bank (referrals)
Financial concerns
Looked After Children
Makaton
Parenting advice
Primary School admissions
Safeguarding
Social & Emotional Management
Speech and Language
Toileting
Two year old funding

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

Training is ongoing and evolving at Little Pumpkins settings. Requirements are identified in many ways, i.e., via staff appraisals or change of circumstances. All staff that work directly with the children are professionals trained in early years, or are currently undertaking the training. Staff trained in the specific areas, are required to pass their knowledge onto and support other staff members. A staff member is currently trained in Makaton, however we aim to provide further training to a group of staff to ensure signing is used with all children of the setting daily. A member of staff has undertaken the new training in SEND and is appointed SENCO for the setting.

8. How will my child be included in activities outside Bradfield's Little Pumpkins Pre-School including Trips?

As an inclusive setting, all children will receive the same enriched early years education. On the occasions where trips or local activities are provided a risk assessment is undertaken to ensure all needs of those attending are considered and met. Where families have not consented to their child attending local activities, other activities will be provided in the setting for those children, where possible. In the case where we wish to close the setting for



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a trip, families who do not wish to attend the trip will be consulted and other arrangements made.

9. How accessible is Bradfield's Little Pumpkins Pre-School?

We are based in a demountable classroom on the grounds of Bradfield Primary School. The main room is arranged in zones enabling a flow from activity to activity. Activities are arranged in the room and outdoor area at different accessible levels to cater for all children's needs. Low level toilet facilities and potties are also available. We currently have development plans to improve the access in and out of our setting, as both doors currently lead to 3 steps down to ground level.

10. How will Bradfield's Little Pumpkins Pre-School prepare and support my child to join the pre-school or transfer to a new setting or school?

We recognise the importance of building relationships and attachments with families and children. We encourage the child to visit the setting with the family for the initial show around. This is generally undertaken by the Setting Manager or a Manager to introduce the family to Little Pumpkins. If you decide to proceed and take up sessions with us we then arrange an induction date, again to which we encourage you to bring your child. The induction is generally carried out by your child's key person which provides a foundation to build further positive relationships with both you as a family and your child. As previously mentioned, information will be provided to you which includes photos of our setting and staff members to familiarise your child (and yourself) with Little Pumpkins.

We would encourage you to share information, if applicable, from the child's previous provision and request your permission to contact that setting so we can ascertain the development age level they have recorded for your child. It is common for two providers to be accessed by families, and on this occasion we ask for you to ensure you have completed and signed the relevant section in the registration documentation allowing us to share information with the other provider frequently to maintain continuity. We recommend the sharing of two year old checks and learning summaries with other provides.

On the occasion your child may be leaving Little Pumpkins to attend a different provider, we will provide yourself with your child's learning journey upon leaving and, with your consent, will happily share the information of your child's development age level in all areas, and if applicable provision mapping documents.

Little Pumpkins are proud of our transition program we run with the local Primary Schools. As we are based on the grounds of Bradfield Primary School, children grow use to utilising



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the facilities the school happily shares with us. All children receive a taste of primary school life by utilising the school grounds and accessing hot school meals. During the Summer term, the Children who will be attending primary school the coming Autumn enjoy a term packed of activities including, PE on the school field, visits to the reception class plus story time and play time with the current reception class children, visits from the reception class teacher and head. We may identify that your child requires extra transition work, for whatever reason. Therefore we then work closely with the school to make this happen, ensuring the child's and family's needs are met. Sharing information is very important during this time to ensure of a smooth transition. We also undertake an 'all about me' style document referred to a transition passport which is passed onto the Primary School, along with developmental sheet and if applicable provision and outcome mapping documents.

If your child is not going to go on to attend the primary school we are based on the grounds of, we still run transition programs with other Schools. We are also happy to welcome teachers and head teachers to our setting.

11. How are Bradfield's Little Pumpkins Pre-School resources allocated and matched to children's special educational needs?

Little Pumpkins Pre-School holds a limited pot of funds reserved for resources associated to SEND. We do also have experience in applying successfully for grants to assist with the purchasing of specialist equipment and resources.

We work very closely with the Essex Area SENCO team and are seasoned with experience surrounding SEND and finances.

On the occasion when EYPP funds are in place; these can also be utilised to support individual or cohort groups in their development.

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

First and foremost; we are working with the family and child at heart of any decision. We recognise the importance of the families aspirations for your child to be the key in any decisions reached. The decision of what type and how much support your child receives depends on the SEND matter. It could simply be a decision agreed between yourselves and



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the key person. Or it could be an outcome agreed by a team of outside professionals and yourself.

As Little Pumpkins recognises each child attending our setting as an individual it reflects the uniqueness of every decision made around SEND matters.

13. How are parents involved at Bradfield's Little Pumpkins Pre-School? How can I be involved?

Little Pumpkins is a Community Interest Company. It is our ethos to welcome the community to our setting. Where possible we hold community events, such as Mother's Day, Father's Day, craft mornings, invite key community members to our setting such as the local reverend and stay and play sessions.

We reach out to the community to support us source resources, particularly recently the local High School has supported us in the build of a new mud kitchen for our outdoor area.

Little Pumpkins strong welcomes families who are able to provide time and resources supporting your child's development any way possible.

14. Who can I contact for further information?

Further information and policies are available on our website: www.littlepumpkins.org.uk

For general enquiries please contact the Setting Manager, Katie Turner, via a service listed below.

For admission and funding enquiries please contact Carrie-anne Matthews, via a service listed below.

For SEND enquiries please contact Chloe Akers, via a service listed below.

For Safeguarding enquiries please contact Tracy Starling, via a service listed below.

For general information on early years provisions in Essex please contact:

<http://www.essex.gov.uk/Education-Schools/Early-Years-Childcare/Pages/Early-years-and-childcare.aspx>

Tel: 0345 603 2200



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Information regarding our Ofsted Inspection go to: www.ofsted.gov.uk our registration number is EY471126

Bradfield's Little Pumpkins Pre-school C.I.C.

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