

PARTICIPATION

INCLUDES: INCLUSION & INCLUSIVE PLAY

SPECIAL EDUCATIONAL NEEDS AND PHYSICAL DISABILITY CO-ORDINATOR - STEVE BARTON (DEPUTY MANAGER)

All children, whatever their ability, are children first and will be treated with equal concern and respect. See our “Equal Opportunities” policy

Our club welcomes all children, including those with specific educational and/or physical needs, provided they meet our admission criteria. We are committed to providing access and activities to promote their welfare and development equal to their peers. Children, regardless of their educational/physical needs will be encouraged to take an active part in the club. Everyone stands to gain if all children are allowed to share the same opportunities.

When the parent/carers first contact the club, the Manager/Deputy will obtain as much information as possible and work with the parents/carers to assess the needs of the child and complete a Care Plan for the child if necessary.

A Risk Assessment will be taken not only to ensure the safety of the child with specific needs, but also the other children that use Roundabout.

The Special Educational Needs and Disability Co-ordinator will:

- Work with the manager to ensure that all staff are aware of all legislation, regulations and other guidance on working with the children.
- Work with the manager to ensure that all staff working with identified children has appropriate experience and training.
- Will regularly monitor and review the children’s progress: involving parents/carers, other members of our team, school and relevant representatives from statutory agencies.
- Liaise with parents/carers about the needs of their child/ren and the plans/actions of the club to support their child through play

- Liaise with the child; it's parents/carers, school and their **SENCO** and other professionals and agencies to provide the best opportunities and play experiences for the child whilst maintaining the club's "Confidentiality" Policy
- Support other members of staff and help to encourage them to improve their skills.

Roundabout will:

- Encourage all children to accept diversity by displaying and having positive images, posters, books etc.
- Acknowledge that all children whatever their needs have the right to play, learn and develop to their full potential and should have a full, active and equal part in the club together with the activities.
- Will organise the environment, adapt equipment and plan activities so all children can play together where possible. We will try to access funding for adaptations, specialist equipment and additional staff or specialist help when required.
- Will listen to the views of the child and the parent/carers and take their opinions into account, remembering that it is the parents/carers that have full responsibilities for the child.
- Every child is involved with the planning of activities for both themselves and others. Key workers will use their observations to ensure they are fully inclusive.

The staff will show by example that they accept diversity and will maintain the club's "Equal Opportunity Policy" and they will deal with any form of discrimination promptly.

If a child needs additional help from a member of staff, it will be the child that chooses. If the staff member is willing they will be known as the child's Key Worker and will work closely with the Co-ordinator.

The Key worker will show great sensitivity to the child's needs and be responsible for: -

- Liaising, with the parents/carers and being their point of contact.
- Work with the Manager/Deputy and keep them informed at all times.
- Help the other members of staff to understand the child's needs, which will give them a greater understanding of the child's requirements

The Manager will ensure that there is time at the weekly staff meeting for any discussions and exchange of information from the Co-ordinator and all Key Workers.

Roundabout acknowledges that children, parents/carers or other members of the community with specific needs may need to gain access. We will do all we can to make this as easy as possible so they feel welcomed and included in our club.

LEGAL:

Roundabout has given great regard to the Special Educational Needs and code of practice 2001, and Disability Discrimination act 1995 when preparing this policy.

INCLUSIVE PLAY:

INCLUDES:

- Activities
- Involving & Consulting Children

The programme of activities and the atmosphere at Roundabout aim to encourage confidence, independence and enjoyment. Our work has, as its core, the aim of enabling children to develop their emotional, social, cognitive, interpersonal and physical skills, and their desire to explore, discover and be creative. We are committed to the principle of involving and consulting children whenever decisions are made within the Club that affect them.

INVOLVING AND CONSULTING CHILDREN:

Roundabout believes that actively promoting the participation of children in decision-making processes is beneficial to children, staff and the Club as a whole.

The Club's commitment to involving and consulting children stems from the 'listening to children' provisions set out in Articles 12 and 13 of the United Nations Convention on the Rights of the Child.

These state that:

- A child's opinion should be taken into account in anything that affects them.
- Children should have information disseminated in a way that enables them to make choices and decisions.

Involvement and consultation helps children to develop new skills such as negotiating, sharing and understanding the perspectives of others. It helps them to understand how decisions are made, and recognises that their opinions are important.

Roundabout has a children's council which enables the children to elect a member of their year group as a council leader. The children chosen for this will attend regular meetings to discuss the clubs activities and resources; this then gives them the opportunity to have a say in what happens during session time by giving them a sense of ownership.

Wherever appropriate, children will always be involved in the process of planning activities so that the programme reflects their opinions, and so that children feel some ownership over their Club. Such processes will be governed by the procedures set out in the Involving and Consulting Children policy.

For both staff and the Club, there are multiple benefits of consulting children, such as improved behaviour, a relationship with children based on partnership, a more cohesive environment and activities and decisions that children feel a sense of ownership over.

The Roundabout team recognise that working with children is a complex, challenging and demanding task, and that often there are no easy answers. Learning is a shared process and children learn most effectively when, with the support of a knowledgeable and trusted adult, they are actively involved and interested.

- Staff will display flexible styles of leadership and respond appropriately to children according to their age, understanding and needs.
- Staff will support, recognise and promote achievements by all children.
- The Club will provide children with a range of equipment and resources appropriate to their age and interests.
- Children will be offered access to outdoor play every day, subject to weather conditions.
- No child will ever be left unsupervised during activities at the Club.
- The programme of activities will be displayed in a place that is accessible to all children and to their parents/carers.
- The Manager will ensure that time is managed properly, so as to allow for activity sessions to be evaluated by both the children and the staff.

All children will be listened to and consulted actively. This will take a number of forms, including:

- Listening to what they say in speech and other forms of communication.
- Observing body language and behaviour.
- Drama and role play.
- Play and creative expression and the use of visual aids.
- Group based discussions and Q and A sessions.
- Questionnaires and regular feedback on activities.
- Notice boards that carry important information about activities at the Club.

- During snack time children and their Key Worker will have mini meetings, discussing the club's activities and any other topics they feel are relevant.

Age, maturity and the type of decision being made will determine the extent and nature of children's involvement. However, the emphasis should always be strongly in favour of involving children.

Consultation and involvement will be regularly monitored and acted upon so that children are able to see that their input has led to visible outcomes. The Club and its staff will also be clear about what decisions children will be involved in and will attempt to offer clear explanations if and when consultation and involvement is deemed inappropriate.

ACTIVITIES:

The Club will provide a well-planned and organised play environment that offers children, rich and stimulating experiences, alongside opportunities to explore, experiment, plan and make decisions for themselves. The programme of activities will recognise and take into account the differing ages, interests, backgrounds and abilities of the children.

Activities are carefully planned to allow children to build on their natural curiosity, advance their thinking, use their imagination and develop positive social relationships.

**AT ALL TIMES, ROUNDABOUT WILL RECOGNISE A CHILD'S
INDIVIDUALITY, EFFORT AND ACHIEVEMENT.**