



ST MICHAEL'S PRE-SCHOOL

(Local Offer 2026)

1) How does the setting know if children need extra help and what should I do if I think my child has special educational needs?

At St. Michael's Pre-school you can speak to any of our staff if you have any concerns about your child. However, Yvonne O'Mahoney is our dedicated coordinator for special educational needs and disabilities.

If your child has an identified special need before joining our setting, Yvonne will work with you to ensure that everything is in place (eg special equipment, staff training, classroom organisation etc) before your child joins us.

Your child's key worker will work with Yvonne to continually monitor and review your child's development and progress in the setting through the Early Years Foundation Stage (EYFS) framework.

We work very closely with other professionals such as speech and language therapists, educational psychologists, inclusion assistants and other healthcare professionals to ensure that your child is given appropriate support and that we provide the very best care and educational opportunities for your child.

2) How will setting staff support my child?

Yvonne O'Mahoney is our specialist SENCO and has a wide range of experience helping children with different needs.

Your child's key person will develop a strong bond with your child, and we will work with you to ensure your child is happy and settled at pre-school.

Yvonne and your child's key worker will work to ensure that you are closely involved at all stages and will also liaise with a wide range of professionals.



3) How will I know how my child is doing?

You will be given feedback on your child's progress at the end of each session, usually with your child's key worker. You are always welcome to discuss your child's progress informally at the setting by booking in a date and time slot with your child's key worker. We will also review progress with you via Tapestry. At St. Michael's pre-school we will always inform you of what activities your child enjoys and what friendships they have made.

The regularity of formal meetings between staff and parents will depend on your child's level of need.

There are many formal ways of communicating about your child's progress but nothing is better than an informal chat at the end of a session, so please always speak to us about any concerns.

4) How will the learning and development provision be matched to my child's needs?

Through the EYFS we will observe and assess your child and then plan their learning and development provision around our observations and your child's interests. We will follow advice from other professionals on how to support your child's particular needs and the SENCo will ensure that training is accessed for staff, where possible, to support your child's learning.

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

We will involve other professionals to ensure that we support your child in all areas of their development. We will support you and your child with toilet training, and any issues regarding eating, etc. The pre-school is fully equipped with changing tables/mats/potties etc.

There is a strong emphasis on providing a caring environment, and this is supported through various strategies such as organising children into mixed family groups with older children helping some of our younger/new children. If your child has any specific medical needs our staff will undergo any training -



e.g. epi pen training, replacing breathing tubes etc - and we will administer any medication prescribed by a hospital paediatrician or GP.

We have a behaviour management policy which outlines the procedures used at the pre-school, however, if specialist help is required to manage behaviour we can request the support of the inclusion development officer employed by the local authority.

All staff have a positive approach to all children's individual learning and development and are sensitive to their needs. Unwanted behaviour and the testing of boundaries is often part of growing up, and we will work closely with you to put strategies in place to support and enhance your child's positive behaviours.

6) What specialist services and expertise are available at or accessed by St Michael's Pre-school?

Yvonne and the team have worked with children with a wide range of needs. She regularly attends courses to keep her knowledge up to date. Yvonne had a Level 3 Special Educational Needs qualification.

We have very good links with our local children's centre and we work with a range of agencies such as advisory teachers, educational psychologists, speech and language therapists, health visitors, GP's etc.

We also have a good relationship with all the local feeder schools, and this will make the process of moving to a new setting much easier for your child.

7) What training and/or experience do the staff, supporting children with SEND, have?

All staff have a experience with working with children with special needs. and have had some training in Makaton. Makaton signs and symbols are displayed around the pre-school so we can look up words to support individual children.

Yvonne has extensive knowledge in dealing with children with a wide range of disabilities.



8) How will my child be included in activities outside the setting?

Your child will benefit from all activities outside the setting and full risk assessments will be carried out. We will discuss your child's needs with you to ensure they can be included.

9) How will I be involved in discussions about and planning for my child's learning and development?

Your child's key worker will be available to discuss your child's needs however it may be necessary to arrange a mutually convenient time for a meeting. If outside professionals come in to see your child we try to organise a meeting at the end of that visit for a brief discussion. If this is not possible any reports are always copied and given to you. Parental consent is always obtained before we refer to any outside agencies.

10) How accessible is the building/environment?

The pre-school environment is very accessible and meets the current disability regulations. There are no stairs in our building and we have ramp access. We have purpose built toys at your child's level. Our garden has an astro turf sloped area which can be used in all weathers. It has a low graduated slope which allows easy access for wheelchairs. It also has a canopy area which means the children can go outside in all weathers. We have a disabled toilet with wheelchair access, in the main reception area of the pre-school building which we have full access to.

11) How will the setting prepare and support my child with transitions between home, settings and school?

Taster sessions will be organised at pre-school for you and your child to attend prior to their start date. If necessary a health care plan is completed and signed off.

When it is time for your child to leave us to start nursery school or school we will contact the new setting and invite them to visit your child at pre-school. During this visit the teacher or key person from the school will meet and play with your child and discuss their development and progress.



12) How will (the setting's) resources be used to support children's special educational needs?

All equipment and toys are moveable and can be made accessible, they are age and stage appropriate. We will seek to borrow specific equipment needed for specific needs. The pre-school has a high staff/child ratio, so your child will receive plenty of adult support. We are also a very inclusive setting and have a range of resources/strategies in place to support children with a range of needs e.g. we have a visual timetable (using photographs) this may be used with speech and language delay or if English is a second language.

13) Who can I contact for further information about the early years offer in the setting?

Maggie Davidovitz Pre-school Manager)

Yvonne O'Mahoney (SENCo), St Michael's Pre-school

Telephone: 07501 656410

Email: preschoolstmichaels@outlook.com

For further information on the local authority's Local Offer of service and provision for children with special educational needs and disability go to www.hertsdirect.org/localoffer

<https://directory.hertfordshire.gov.uk/Categories/31>

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