



Special Needs Policy

Quackers is aware that some children have special educational needs and/or physical disabilities that require particular support and assistance. We are committed to taking appropriate action to make sure that all children are able to access our services, made to feel welcome, and that activities promote their welfare and development.

The policies, procedures and practices of the Club in relation to children with special needs are consistent with current legislation and guidance. This includes the Special Educational Needs and Disability Act 2001 and the Disability Discrimination Act 1995.

Quackers will liaise with other agencies and seek advice, support and training to ensure the inclusion of children with disabilities. Quackers will endeavour to hold regular monitoring and reviews of children's progress involving parent/carers, staff and relevant representatives from statutory agencies.

Quackers believes that by identifying individual needs and taking proactive steps alongside parent/carers and other statutory agencies or professionals, all children should be able to play a full, active and equal part in the Club's activities. Staff will ensure that all children are treated with equal concern and respect and are encouraged to help take part in all activities.

All activities and practises will be adapted as appropriate.

All personal details are treated with the utmost confidence and shared on a need to know basis.

Special Educational Needs and Disability Co-ordinator

The Manager – Sue Heywood, is the Special Educational Needs and Disability Co-ordinator to manage provision for children with special educational needs and/or physical disabilities. This individual will be fully trained in the care and assessment of such children.

All staff will assist the Special Educational Needs and Disability Co-ordinator.

The Co-ordinator's responsibilities will include:

- Assessing each child's specific needs and adapting the Club's facilities, procedures, practices and activities as appropriate
- Liaise with parent/carers about the needs of their child and the plans and actions of the Club, as well as being the point of contact for parent/carers
- Liaise with other agencies and seek advice, support and training for themselves and other staff as is necessary



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- Co-ordinate regular monitoring and reviews of children's progress, involving parent/carers, other members of staff, relevant representatives from statutory agencies and, if appropriate, the child themselves. Along with the Manager they will also be responsible for any actions following such reviews
- Ensure that accurate observations/assessments of children's progress are regularly made and properly recorded
- Liaise with the school to support child..

Signed on behalf of Quackers After School Club: _____

Position: _____

Quackers After School Club

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