



## Inclusion Policy

### **Working with Parents, Carers, Schools and other Professionals**

At Sprouts Childcare we recognise that every child is unique. We are committed to providing an inclusive, supportive and welcoming environment where all children feel safe, valued and able to participate. We work closely with parents, carers, schools and other professionals to meet individual needs wherever possible, while also recognising the limits of our provision.

### **Supporting Children with Additional Needs**

When registering a child with Sprouts Childcare, parents and carers must provide **as much relevant information as possible** about their child's needs, including:

- Diagnosed Special Educational Needs (SEN)
- Undiagnosed SEN or emerging behaviours
- Trauma-related behaviours
- Developmental delays
- Any strategies currently used at home or school

It is the responsibility of parents/carers to ensure information held on Kids Club HQ is **accurate and kept up to date**, and to inform Head Office, via email, if a child's needs significantly change.

All information shared is treated as confidential and will only be shared with relevant staff or professionals to ensure children are supported safely and appropriately.

### **Working in Partnership**

Sprouts Childcare promotes open communication and partnership working. With parental consent, we may liaise with schools, SENCOs or other professionals to ensure consistency of support and to meet our safeguarding, health and safety responsibilities.

Where appropriate, a settling-in period may be recommended to support a child's transition into the setting. This will be agreed in partnership with parents/carers.

### **Expectations of Children Attending Sprouts**

To ensure the safety and wellbeing of all children and staff, children attending Sprouts must be able to:

- Listen to and follow staff instructions, including emergency instructions
- Remain within designated safe areas
- Use safe spaces appropriately
- Begin to understand how their behaviour impacts others

Children must not:

- Leave designated areas without permission
- Display violent or aggressive behaviour
- Engage in behaviour that places themselves, other children or staff at risk

## **Behaviour and Triggers**

We understand that children with additional needs may experience triggers or find aspects of our free-flow environment challenging. Staff will respond calmly and supportively, using agreed strategies where appropriate.

Any incidents or inappropriate behaviour will be **managed, recorded and shared** with parents/carers. All behaviour concerns will be addressed **in line with Sprouts Childcare's Behaviour Management Policy**, which outlines expectations, responses and consequences. Where necessary, the Suspensions and Exclusions Policy will also be followed.

Sprouts Childcare promotes positive behaviour at all times, praising good choices and acting as positive role models.

## **When Needs Cannot Be Met**

If a child's behaviour presents an ongoing risk to themselves or others, parents/carers will be contacted and asked to collect their child. The situation will be managed in line with the **Behaviour Management Policy**, and next steps will be discussed with parents/carers.

Sprouts Childcare does not offer one-to-one support.

Our priority is always the safety, wellbeing and inclusion of all children in our care. This policy should be read alongside our Behaviour Management Policy, Safeguarding Policy, Health and Safety Policy, and Suspensions and Exclusions Policy.