

The role of the Early Years Setting SENCo

As identified in the SEN Code of Practice the SENCo should:

- Ensure all practitioners in the setting understand their responsibilities to children with SEN and the setting's approach to identifying and meeting SEND
- Advise and support colleagues in identifying and responding to emerging needs and SEND
- Ensure parents are closely involved throughout and that their insights inform action taken by the setting
- Liaise with professionals or agencies beyond the setting

This includes:

- Continually develop practice in relation to SEND, which includes Cambridgeshire's SENCo DP course and yearly SENCo refresher network and briefing.
- Advising on and supporting the implementation of the graduated approach to SEND (Assess, Plan, Do, Review)
- Co-ordinating and overseeing the day-to-day operation of the setting's SEND policy (including reviewing the policy)
- Signposting support and co-ordinating referrals, and seeking support from outside agencies where appropriate
- Making links with other education settings and outside agencies
- Ensuring records relating to SEND are kept up to date
- Supporting the key person and room leaders in effectively engaging with parent's and carers of children with emerging needs and SEND

Reflecting on Practice

How do you communicate to all staff the procedures for identifying and responding to emerging needs and SEND?

Are you confident all staff know the procedures to take if they have concerns about a child's development?

What impact do you make on improving the quality of provision for children with SEND?

How do you ensure all staff are aware of children's needs?

How do you monitor identification and support for children with emerging needs and SEND?

How do you ensure practitioners confidently adapt teaching and learning to meet individual needs?

What variety of means do you use to ensure there is effective communication between home and setting?

How do you ensure the needs of children with SEND are supported during transitions within and beyond the setting?

How do you celebrate achievements?

How do you keep up to date with current information relating to your role of SENCo and meeting the needs within your setting?

Are you able to access professional development opportunities to support you in your role?

Do you engage in networking opportunities relating to SEND?