

Main/Registered Office: Signposts, 58 Regent Road, Morecambe, LA3 1TE

Telephone : (01524) 419021

Fax : (01524) 411541



E-mail: signpostsmarc@signposts.org.uk

Website: www.signposts.org.uk

Community
Legal Service



Help Point

**“Working to Empower the Community”
in Lancashire and Cumbria**

Pamela Beswick - Project Director

Also:-

Preston Office: (01772) 734888 Carnforth Office: (01524) 732807

Mobile Crèche - Special Needs Policy

Signposts believe that all children should be included and children with special needs (including those with special education needs and disabilities) should have access and opportunities to develop and learn through play.

**Signposts mobile crèche has a named Special Educational Needs (S.E.N.)
Co-ordinator, Sue Earnshaw. Sue can be contacted on 01772 734888.**

The mobile crèche will be an inclusive environment with a flexible team of childcare workers each with their own different specialisms. Appropriate steps will be taken to meet the needs of the individual child in consultation with the parent/carer.

Additional staff will be provided where necessary and a Keyworker allocated if required.

The venues will be risk assessed and checked for access and any identified extra space allocated.

Suitable toys and equipment will be provided to ensure each child has the opportunity to “join in” and have fun.

Any additional requirements by the parent/carer should be stated on the Registration form.

The mobile crèche staff will ensure the privacy of children with special needs when intimate care is being provided.

Parents/carers are requested to clearly label any personal equipment to be used in the crèche with the child's name.

We will contact the parent/carer straight away should the child become unduly distressed and seek their advice.

April 2007

Charity Registration Number: 1117645
Member of AdviceUK (previously FIAC)

Company Limited by Guarantee: 5990592
Registered in England and Wales



Children's Fund



Promoting City, Coast & Countryside

North Lancashire
Primary Care Trust



INVESTOR IN PEOPLE