

Inclusion Conversation

Frequently Asked Questions

What is an inclusion conversation?

An inclusion conversation is a termly meeting with an early year's day care provider.

Who attends?

The localities Area SENCO, the setting SENCO and the setting manager if they have the capacity

How long is the meeting?

The meeting will last approximately 2 hours providing relevant documentation is completed prior to meeting (see below for more information).

Your Area SENCO will contact you to arrange a convenient date and time for the meeting.

Where do I source the Inclusion Conversation document?

The inclusion conversation document can be found on the local offer

<https://www.doncaster.gov.uk/services/schools/local-offer-early-years-and-childcare>

What is the purpose?

To ensure early identification is robust and timely within the provision (as set out in the SEND Code of practice 2015).

What will be discussed within the meeting?

- Early Identification
- Reviewing children's development
- Professionals involved
- Next steps and funding streams (EIA)
- 2 year Integrated Progress check
- Children's individual Care plan and or risk assessments
- PEEPS (Personal Evacuation Plan)
- PEP for child who are looked after
- Transition
- Training
- Inclusive practice
- Opportunities for questions

What do I need to prepare for the meeting?

We would be grateful if prior to the meeting providers would familiarise themselves with the Inclusion Conversation document and complete the information below using the tabs at the bottom of the document:

- The number of children on roll

- The number of 2, 3 and 4 year olds are attending the provision
- The number of children that are 'child looked after'
- The number of children that are 'child in need' status
- The number of children that an Early Help assessment has been completed for and who the lead practitioner is.
- The number of ASQs (24mths) that have been completed
- ASQ scores that have identified that the child is not meeting milestones.
- Integrated reviews that have been completed identifying areas of learning where a child is not meeting their milestones.
- Children attending the setting where gaps have been identified in their learning and development.
- Details of any training that you have attended relating to SEND/inclusion
- The name of your allocated Community Nursery Nurse and the date of your next meeting

What is the outcome of the meeting?

- To promote and ensure forward planning
- To develop a deeper understanding of Inclusion
- To identify any training needs
- To enhance knowledge and skills
- Embed good practice across the setting, in line with statutory guidance
- Subsequent referrals (Including requests to EYIT and other professionals)
- To agree next steps for children
- Agreed actions

The actions for example may be:

- Discuss with child's parents regarding subsequent referrals
- To source and or access identified training
- Identified support required from Early Years Inclusion Team (EYIT)
- Area SENCO to arrange a visit to the setting to support with documentation, learning outcomes
- Area SENCO to liaise with EYIO
- Signpost to other professionals
- To gather observations and evidence of progress
- Initiate a Personalised Learning Plan (PLP) or SEN support plan
- Make appropriate personalised provision or differentiation based on individual child's needs

What happens following the Inclusion conversation?

All actions will be completed within agreed timescales and reviewed at the next Inclusion Conversation.

If further support is required prior to this, providers can contact their Area SENCO.