

Inclusion Policy



Hagley Community Preschool offers an inclusive learning environment where all tamariki can fully access and participate in the preschool curriculum.

Purpose

- To make sure all enrolled tamariki can participate in the preschool programme, regardless of capability, culture, or religion.
- To ensure supportive and collaborative relationships are maintained amongst adults involved in the care and education of tamariki
- To provide guidelines for staff to evaluate and maintain an accessible learning environment for all tamariki
- To provide guidelines to staff, parents/whānau and supporting agencies for assessing and referring tamariki for additional learning support.

Guidelines:

1. Open and respectful relationships between preschool and home form the foundation to supporting learning for all tamariki.

- Kaiako and management maintain open communication between preschool and home – no secrets
- Parents/guardians/caregivers are consulted in decision- making about their child. Translator support can be accessed through the College to make sure parents understand important communications.
- Documentation & conversations in relation to tamariki will be professional and confidential to kaiako and parents/guardians/caregivers of the child.
- Religious and cultural beliefs of whānau are respected in the preschool. Kaiako work alongside whānau to build understandings about how differences can be sensitively accommodated in the preschool programme.

2. Meeting the needs of all tamariki

- Observation, assessment and planning practices will be implemented for all tamariki
- Kaiako will have professional knowledge and capabilities that equip them to know and recognise the factors that suggest specialist advice and guidance would benefit tamariki.
- Tamariki will not be labelled, discriminated against or discussed in negative terms
- Hagley preschool actively supports the B4School check procedures for all tamariki
- Teachers will be encouraged to undertake relevant professional development and keep up to date with the knowledge and skills to support tamariki with additional learning needs.
- A register of current and appropriate support services will be maintained.

- Facilities will be provided that meet all relevant legislative requirements. Eg. Wheel chair ramp, disability wharepaku, convenient parking with clear signage.

3. Enrolment of tamariki with additional learning needs

Hagley community preschool maintains an open enrolment environment whereby all children, regardless of development, skills, or capabilities, can be enrolled and attend the preschool. When appropriate, the Ministry of Education Learning Support service and other specialist services will be consulted for support and guidance using the following guidelines:

Referral of children when already attending:

- Kaiako will contribute to the decision making by collaborating and sharing observations and professional knowledge about the child.
- Consultation about the child will occur first and foremost between whānau and preschool director. The ultimate right and responsibility in decision making regarding a referral for the child rests with the child's parents or legal guardian.
- Parents can request a referral be made for their child. Kaiako will refer parents to the director to discuss the next steps.
- Preschool director is responsible for completing the final referral procedure. Communications in relation to referral follow-ups will be communicated with kaiako.

Children with additional support in place when first enrolling:

- Parents are requested to share information about their child during the enrolment procedures. This includes background information about any diagnosis, specialist or learning support currently in place.
- Specialist support services are welcome to support the child's enrolment and transition into the preschool with parent consent. Kaiako and specialist services can meet prior to the child's transition to develop a learning plan for the child. The preschool can host support meetings in the staffroom. The agenda of the meeting will include consideration of:
 - Access to required specialised equipment
 - Availability of learning support worker
 - Modifications required in the preschool
 - Current enrolments and staffing ratios
- Initial and ongoing learning plans and assessments will be made in order to maximise tamariki strengths, sense of self-worth, independence, capabilities and aspirations
- All records of meetings and assessments will be kept in a confidential manner at all times.
- To assist in making transitions positive, one kaiako may be given responsibility for ensuring all daily communication between preschool and family is maintained and shared.