**Additional Needs Policy**

**Policy Statement:**

As a registered childminder it is my duty to ensure that all of the needs of the children I care for are met. It is very important that both children receive equal treatment and access to provisions and care as it enables the child to feel valued and appreciated as individuals but also shows gives them a better understanding of fairness and equality. The United Nations Conventions on the Rights of the Child (UNCRC) was drawn up in 1989 and contains 54 articles that state that all children must be shown respect and that their wellbeing is a priority. The UNCRC articles and the understanding of the Disability Act form the basis of childcare for all children. They clarify that all children regardless of age, race, gender or disability are special and that each child has their own unique personality and should be treated equally with respect.

**Procedure:**

If a child within my care requires assistance for a special need I will ensure that:

* I will keep observational notes
* Share these regularly with the child’s parents
* Keep all personal information confidential
* Discuss what support is available

If I am caring for a child with special needs I will ensure that they are included in all activities by:

* Promote good self-esteem and making them feel valued and acknowledging their own individuality. Regularly encourage confidence and independence.
* Ensure all routines, likes and dislikes are discussed in detail with parents before care.
* Adapting activities within my setting to ensure that they are suitable for the child with special needs to be able to take part.
* Arrange access to specialist equipment if required
* Conduct regular risk assessments and eliminate any risk factors.

If I employ any assistants to work within my setting I will:

* Ensure that they are fully aware of the nature of special needs and are trained to work alongside myself to assist with all the needs of the individual.

I will work in partnership with parents and discuss:

* Agencies and support networks available to help with their child’s care.
* Equipment or medication that may be required.
* Advice or support that may help me provide the best care possible for their child.