



Dorking Nursery School and Dorking Rural Children's Centre

CHILDREN'S CENTRE LOCAL OFFER

January 2015

Local offer: 9 Service Specific Questions

What does Dorking Children's Centre do?

Dorking Nursery School and Dorking Rural Children's Centre offers high quality integrated education, care and support in our nurseries, groups for children from birth to five, outreach and home visiting services, together with facilities that are available to the local community. We value the whole child and endeavour to work in partnership with families to empower each individual to reach their personal and learning potential.

We work with families in our reach area to improve outcomes for both children and adults.

We offer a range of services including:-

- Information and advice
- Signposting
- Support for parents with processes and form filling
- Open 50+ weeks a year
- Links with other agencies
- Outreach and home visiting for families in the reach area
- Access to SENCo
- Close links with host nursery SNSC and PSLCN unit and support
- Language specialists
- Soft play area
- Sensory resources
- Stay and Play universal drop in sessions throughout the week
- Invited group for targeted families
- NAS Coffee Morning once per month parents with children with a diagnosis
- Early Bird plus

	<ul style="list-style-type: none"> • Termly PIMH courses • Post natal courses • Adult learning opportunities • Dads group 					
<p>Where is Dorking Children's Centre located and what area does it cover?</p>	<p>Dorking Nursery School and Dorking Rural Sure Start Children's Centre is located on two sites, one in the town centre of Dorking, on West Street and the other on Goodwyn's Road. In August 2007, our long established and highly successful maintained nursery school was designated as a sure start children's centre and renamed as Dorking Nursery School Sure Start Children's Centre. In January 2010, a new building, Dorking Rural became part of the Children's Centre and in April 2011 the two areas became one Children's Centre.</p> <p>Our Children's Centre reach area extends to areas such as Walliswood, Okewood Hill, Ocklely and Forest Green in the South and Abinger Hammer and Abinger Common in the West, as well as Dorking and Ranmore to the North. We also cover Westcott, Coldharbour and Capel.</p> <table border="0" data-bbox="495 730 2040 995"> <tr> <td data-bbox="495 730 1032 995"> <p>Dorking Nursery School and CC West Street Dorking RH4 1BY Tel 01306 882397 Email: admin@dorking.surrey.sch.uk</p> </td> <td data-bbox="1429 730 2040 995"> <p>Dorking Rural Children's Centre Goodwyns Road Dorking RH4 2LR Tel 01306 740095 Email: adminrural@dorking.surrey.sch.uk</p> </td> </tr> </table> <p>Contact details :-</p> <table border="0" data-bbox="495 1091 2085 1219"> <tr> <td data-bbox="495 1091 1032 1219"> <p>Headteacher Donna Harwood-Duffy Based at the West Street site</p> </td> <td data-bbox="1048 1091 1518 1219"> <p>SENCo El Davis Based at the West Street site</p> </td> <td data-bbox="1608 1091 2085 1219"> <p>Children's Centre Manager Helen Sutherland Based at the Dorking Rural site</p> </td> </tr> </table>	<p>Dorking Nursery School and CC West Street Dorking RH4 1BY Tel 01306 882397 Email: admin@dorking.surrey.sch.uk</p>	<p>Dorking Rural Children's Centre Goodwyns Road Dorking RH4 2LR Tel 01306 740095 Email: adminrural@dorking.surrey.sch.uk</p>	<p>Headteacher Donna Harwood-Duffy Based at the West Street site</p>	<p>SENCo El Davis Based at the West Street site</p>	<p>Children's Centre Manager Helen Sutherland Based at the Dorking Rural site</p>
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<p>Who does Dorking Nursery School and Dorking Rural Children's Centre provide for?</p>	<p>The reach area for Dorking Nursery School and Dorking Rural Children's Centre extends to to areas such as Walliswood, Okewood Hill, Ocklely and Forest Green in the South and Abinger Hammer and Abinger Common in the West, as well as Dorking and Ranmore to the North. We also cover Westcott, Coldharbour and Capel.</p> <p>We offer universal and targeted services for 0-5s in the reach area. We are an inclusive centre which is open to all families. Adjustments will be made to meet individual needs on a case by case basis.</p>					

	<p>0-5 s in the reach area.</p>
<p>How can I start using the service?</p>	<p>All families within our reach area are able to use our services, as long as there is a child within the family aged between 0-5. Many of our services are open to all and we welcome drop ins! We also welcome families to pop in to find out about our services. We ask for a £1.50 donation for all groups.</p> <p>For more specialist support or to access targeted services, these can come from a referral from another professional or agency. In some cases, parents can refer themselves for a more specialist offer such as outreach.</p> <p>We invite parents to refer themselves for adult learning and ask for a £2 per week donation towards the admin costs for running courses.</p>
<p>How are decisions made about who can use your service?</p>	<p>Children's Centres are inclusive settings and we welcome all families within our reach area with a child aged between 0-5. Some of our groups and services can be very busy; therefore, we prioritise attendance by postcodes in our reach area.</p> <p>Some activities also prioritise families who are within our target groups which are identified by the Centre, Governing Body and Advisory Board.</p> <p>An active Parents Forum and regular parent questionnaires provide us with detailed information from the users of our Centre. We encourage feedback to ensure our services are aimed at the needs of the parents.</p>
<p>How do you communicate with service users and how are they involved in decision making/planning?</p>	<p>As stated above, decisions about our services and future planning is made through a variety of ways:-</p> <ul style="list-style-type: none"> • Parent feedback • Parent forum • Advisory board • Annual consultation with parents • Feedback forms in all drop in groups • Verbal feedback to staff <p>Staff all have a basic understanding of Makaton and access to staff expertise if needed,</p> <p>Information is provided to parents through the following:-</p>

	<ul style="list-style-type: none"> • Activity schedule/ timetable • Website links • Information & Advice <p>We also have access to REMA, internet translating programmes and signposting to EAL courses.</p> <p>We will feedback to parents about their child through regular discussions with our Family Support Practitioners. If families access our crèches, invited groups or home visiting schemes, more formal feedback will take place through tracking the development of children. Signposting to other agencies is made when appropriate.</p> <p>We provide a variety of adult learning opportunities throughout the year, please see our most recent schedule of events. Some of our recent courses include:-</p> <ul style="list-style-type: none"> • Understanding communication • Parenting puzzle • Fussy Eating • Understanding your child's behaviour • Working with sensory difficulties
<p>Is your service fully accessible?</p>	<p>Both our sites are wheelchair accessible with access to disabled toilets and baby changing facilities. There is CCTV and sites are secure with door entry systems in place.</p> <p>Waiting areas are child friendly with access to toys and books.</p> <p>We plan for the needs of individual children and the family support practitioners are responsible for the needs of the children and families within each session. They have the expertise to adapt activities and sessions. Where there are concerns, further support as appropriate will be sought.</p>
<p>What training are the staff supporting children and young people with SEND had or are</p>	<p>Staff CPD is fundamental within our Centre. Staff are trained in the following courses/programmes:-</p> <ul style="list-style-type: none"> • PIMH - Parent Infant Mental Health • Post Nata • Support from ELKLAN trained staff within the nursery

<p>having?</p>	<ul style="list-style-type: none"> • Links to SALT on site • PSSS advice • Equality and Diversity Training • Baby Massage • Staff trained in PECS, TEACCH, Makaton <p>We also work closely with other agencies such as Portage, SALT, Health, Parent Partnership and Early Support</p>								
<p>Who can I contact for further information?</p>	<p>Staff are available on both sites for parents to contact during our opening hours.</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Children's Centre Manager</td> <td style="width: 50%;">SENCo</td> </tr> <tr> <td>Helen Sutherland</td> <td>El Davis</td> </tr> <tr> <td>Based at the Dorking Rural site</td> <td>Based at the West Street site</td> </tr> <tr> <td>01306 740095</td> <td>01306 882397</td> </tr> </table>	Children's Centre Manager	SENCo	Helen Sutherland	El Davis	Based at the Dorking Rural site	Based at the West Street site	01306 740095	01306 882397
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