



Ingfield Manor School for Parents Terms of Service

Who we are:

Ingfield Manor School for Parents is a specialist service for families of young children aged 0-5 years with cerebral palsy and other motor learning difficulties.

Who we support:

- Ingfield Manor School for Parents is for families of very young children (0-5) whose primary need is the acquisition of early motor skills.
- No formal diagnosis is needed to access the service but children attending will predominantly have a physical disability and significant delay with their motor skills.
- In addition to movement difficulties, many will have associated needs including sensory, vision and hearing impairment, communication difficulties, delayed social, self-help and play skills.

What we offer:

- Holistic small group sessions addressing all developmental areas delivered by a Conductor-Teacher and skilled and experienced Early Years practitioners.
- Active learning through play incorporating the principles and practice of Conductive Education with the Early Years curriculum embedded.
- A positive 'can do' approach and practical support for families to enable them to work with their child to help them reach their potential.
- Home application ideas to support transfer of skills into the home environment.
- Support and empowerment for parents when considering the next steps for their child.
- On site advisory therapy team including physiotherapists, occupational therapists, speech and language therapists and a sensory support teacher.

Referrals:

- No formal referral is needed.
- Families can self-refer by contacting the Service or professionals can contact on their behalf and with their permission.
- An initial visit will be offered at mutually convenient time within the following month.

Service Organisation:

- Ingfield Manor School for Parents offers weekly group sessions and individual sessions on an as needed basis during term time. Terms are based on West Sussex school terms.
- Sessions are offered free of charge to families.
- Following the initial visit, a place will be offered in an appropriate group.
- Should there not be an appropriate group available, individual sessions may be considered.
- A waiting list is operated should there not be a place immediately available. In the event of an increase in demand for places, the existing groups and length of attendance may be re-evaluated.
- Parental feedback on their child's progress will be sought regularly throughout the year and next steps discussed.
- Feedback, comments and suggestions regarding the service are welcomed at any time. We very much hope your experience of School for Parents will be a positive one but should you need to make a complaint we follow Salutem's Complaints Procedure, a copy of which is available on request.

Further Information:

- Families who wish to attend sessions in School for Parents are asked to commit to attending regularly and incorporate what their child's learning into their home environment.
- We ask that only one parent/carer accompanies each child into the classroom, to maximise the space available and minimise distractions. An additional family member may be able to observe the session by prior arrangement.
- Visits from professionals involved with the children are welcomed by prior arrangement with Rachel Sebastino.
- Families are welcome to bring a drink and snack for their child so that eating and drinking skills can be incorporated into sessions.
- Parents should wear comfortable clothing and suitable footwear to enable ease of movement and playing with their child in a range of positions.
- Children should wear appropriate clothing to enable active movement in a range of positions and any aids should be brought to every session e.g. specialist footwear, splints, glasses, hearing aids.
- Any medication or medical equipment needed should be brought to sessions and administered by the child's parent/carer.
- Sensory play is incorporated so please wear clothes that you don't mind getting dirty!
- Should families not be able to attend their session for any reason they are asked to let the School for Parents team know as soon as possible.
- If a family wishes to stop attending sessions they are asked to inform Rachel Sebastino by phoning 01403 782284 or by emailing; Rachel.Sebastino@ambitocareandeducation.co.uk

We ask that all families leaving the Service complete a short leaver impact questionnaire.

 01403 782294

 ingfield.manor@ambitocareandeducation.co.uk

 www.ingfieldmanorschool.co.uk