



THE FUNNCLUBB LTD & THE FUNNCLUBB OOS – SPECIAL EDUCATIONAL NEEDS AND DISABILITIES (SEND) POLICY

1. Policy Statement and Legal Framework

The FunnClubb LTD and The FunnClubb OOS is completely committed to delivering an inclusive, safe, and empowering environment across our holiday camp operations. This policy complies strictly with Section 3 of the Statutory Framework for the Early Years Foundation Stage (EYFS), the Special Educational Needs and Disability (SEND) Code of Practice: 0-25 Years, and the Equality Act 2010. We operate a proactive model of inclusion, ensuring that children with SEND have full, unhindered access to all activities through deliberate reasonable adjustments and structured care pathways.

2. Mandatory Accountability: The Central SENCO Role

In strict accordance with statutory EYFS registration mandates, The FunnClubb LTD maintains a designated, centrally accountable Special Educational Needs Coordinator (SENCO) across all registered provision.

- Central SENCO Name: Reuben Agilinko
- Contact Details: hello@thefunnclubb.co.uk / 07398 334054

The Central SENCO holds ultimate legal accountability for auditing venue compliance, reviewing Individual Care Plans, securing local authority inclusion funding partnerships, and delivering targeted training to active floor coaches.

3. The Statutory "Graduated Approach" Workflow (Assess, Plan, Do, Review)

To ensure no child's needs are missed or unaddressed on the camp floor, all staff must execute the statutory four-stage cycle:

- Stage 1: Assess (Pre-Camp Intake): The registration process via Class4Kids requires parents to declare any diagnosed conditions, EHCPs, medical requirements, or behavioural strategies. The Central SENCO audits these registrations 7 days prior to camp launch.
- Stage 2: Plan (Individual Care Plans): If an additional need or risk marker is identified, the Central SENCO, in direct partnership with the parents, drafts a targeted FunnClubb Individual Care Plan (ICP) or Risk Assessment. This plan dictates specific venue adjustments, visual aids, or sensory spaces required.
- Stage 3: Do (Floor Execution): The on-site Lead Coach briefs the group coaches on the child's ICP during the morning safeguarding induction. Staff implement the adjustments (e.g., visual timetables, structured routines, adapted sports equipment) seamlessly.
- Stage 4: Review (Dynamic Evaluation): The Lead Coach monitors the child's engagement daily. If strategies are ineffective or behaviour indicates distress, the Lead Coach contacts the Central SENCO to formally dynamically adapt the ICP.

4. Reasonable Adjustments, High-Needs Funding, and 1:1 Provisions

In compliance with the Equality Act 2010, The FunnClubb LTD and The FunnClubb OOS implements comprehensive reasonable adjustments, including modified sports equipment, designated quiet/sensory decompression zones inside school premises, and flexible, adaptive coaching frameworks.

- High-Needs & 1:1 Support Framework: Where a child's safety or medical profile requires dedicated 1:1 supervision, The FunnClubb LTD will proactively collaborate with the parents, local schools, and the Local Authority SEND Services to apply for short-breaks inclusion funding or localised high-needs grants.
- Operational Sustainability: If high-needs funding is unavailable and self-funding 1:1 care presents an unsustainable operational burden, The FunnClubb LTD and The FunnClubb OOS welcomes and facilitates the integration of vetted external care assistants or local-authority-funded support workers into our sessions, subject to completed Single Central Record (SCR) verification.

5. Behaviour as a Form of Communication

Staff are expressly trained to understand that distressed or dysregulated behaviour can serve as an indicator of an unmet sensory, physical, or emotional need. The FunnClubb LTD and The FunnClubb OOS strictly prohibits any disciplinary, exclusionary, or discriminatory responses to behaviours that stem directly from a child's disability or additional needs. Staff must utilise the positive behaviour support strategies explicitly detailed inside the child's personal ICP.

6. Safeguarding Vulnerabilities for Children with SEND

The FunnClubb LTD and The FunnClubb OOS recognises that children with SEND face statistically increased risks of abuse, neglect, and exploitation, alongside potential barriers to articulating distress or reporting harm.

- **Heightened Vigilance:** All coaches are trained during their induction to recognise subtle indicators of abuse, sudden behavioural regression, or unusual physical markers in non-verbal or highly vulnerable cohorts.
- **Inclusive Safeguarding:** The Central DSL will ensure that any safeguarding reporting process or welfare escalation path accommodates the unique communication preferences and needs of the affected child.

7. Confidential Record Retention & Information Sharing

All sensitive documents, including EHCP summaries, medical intake forms, signed ICPs, and communication logs with external educational psychologists or therapists, are maintained securely on our encrypted cloud system. Information is handled in strict compliance with the UK GDPR and Data Protection Act 2018, shared exclusively on a strict need-to-know basis with the specific coaches assigned to the child's active cohort, and kept retrievable for immediate Ofsted inspection review.

Policy Review Details

- **Company:** The FunnClubb LTD and The FunnClubb OOS
- **Corporate Director / Central SENCO:** Reuben Agilinko
- **Approved Version:** 1.2
- **Date of Review Guidance:** June 30th 2026