#### Special Education Needs - Early Years

#### Guidance for making a request for Additional SEND Funding

**What is Additional SEND Funding?**

It is funding to facilitate full access to 15 hours free early education provision for 2, 3 and 4 year olds who have significant special needs or disability alongside their peers.

Additional funding can be requested when there is evidence that high quality inclusive EYFS curriculum and a graduated approach of Assess, Plan, Do, Review cannot meet the child’s needs.

**Who is eligible?**

Early Education and Childcare providers in the private, voluntary and independent (PVI) sector who:

* + 1. have signed Oldham Council’s Provider Agreement and are on Oldham’s Directory of Providers; and
		2. have a statement of SEN on a published Local Offer.

**Criteria for funding**

All funding requests will be considered by the Early Years Moderation and Decision Making Panel. The funding awarded varies depending upon the additional interventions required. The following table is for guidance only:

|  |  |  |
| --- | --- | --- |
| **Level of Funding** | **Typical** | **Funding guideline** |
| **Category 1** | If during the Assess, Plan, Do, Review cycle, concerns are raised that the child’s needs are such that they cannot be met through high quality differentiated EYFS provision. In consultation with parents, and other relevant professionals the setting SENCO may consider making a request for additional funding. | £10 per session |
| **Category 2** | At this level an SEN support plan with evidence will be in place, which demonstrates the strategies used and that despite this little progress in their learning and development has been made. SEN Support Plan must be reviewed and updated to demonstrate progress made. Or, Where agreement has been made to request an EHC needs assessment until an EHC Plan is completed. If the request to assess is unsuccessful funding will be reviewed. Funding will be awarded for the specified time, but paid termly. SEN Support Plan must be reviewed and updated to demonstrate progress made.  | Awarded at £20 per session |
| **Category 3** | High needs child - Support equivalent to full time is allocated usually for one term only to enable children who have complex needs to access provision, perhaps because specialist seating, aids or adaptations are not in place during the transition into the setting.  | Awarded at £10 per hour or a specified contribution to specialist equipment or furniture |
| **Category 4 -** Support for a child with medical needs | Funding for a child with a disability, but without SEN would be subject to medical reports and evidence of Assess, Plan, Do, Review or a Support Plan.  | Amount agreed at panel to meet individual needs |

A session is defined as a 3 hour period; adjustments may be made for a child accessing stretched hours**.**

Where a setting makes multiple applications, a decision may be made to award one overarching payment. The expectation would be that the setting manages this payment to support the range of needs for all identified children.

**How to apply for funding**

Having worked with the key worker, the staff team and parents to **review the child’s responses to interventions and evidence,** the SENCO may seek advice and support from the Area SENCo and attend a SENCo Advice Session. If there is evidence of need for additional funding, you can apply by following these steps:

1. Complete Form ‘A’ – Request for Additional SEND Funding.
2. The following supporting documentation MUST be submitted with your application:

|  |  |
| --- | --- |
| **Either:** | All of the following:* Person Centred Review / 4+1 review (current and previous reviews)
* Individual Plans (current and previous plans)

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| **Or:**  | * SEN Support Plan

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1. Before submission you must get the child’s parent/carer to read and sign to agree to the request.
2. Deliver your application pack by 1pm on the published deadline date **via the Rochdale Road Reception** to:

The Free Entitlement Team,

Level 4 Civic Centre,

West Street. OL1 IUT.

Email (secure): Early.Years@oldham.gov.uk

**Assessment Process**

Requests for additional funding will be considered by a Moderation and Decision-making Panel with representation from: Oldham Council Education and Early Years’ Department; Bridgewater NHS Trust Health Visiting and Early Years AEN Advisory teams; and Early Years provider SENCO representatives.

Feedback

Providers will be notified of the outcome of their application within five working days of the Moderation and Decision-making Panel meeting.

Action planning and monitoring by the setting

The SENCO/manager is responsible for setting an action plan and monitoring use of the Additional SEN Funding. Evidence of use will need to be made available to Oldham Council on request. The use of funding should be planned and monitored with the child’s family.