Guidance for Additional SEND applications.

When making applications and resubmissions for Additional SEND Funding, please ensure the following;

1. The application is completed fully and no areas are left uncompleted.
2. Ensure that the information contained within the application is correct i.e. child DOB
3. Ensure that the parent or guardian has signed the application giving consent to share data, electronic signatures will not be accepted for both new applications and re-submissions.
4. Ensure SEN support plans and/or other supporting documents where referenced to are contained within the application and up to date.
5. Ensure the new application paperwork is being used, this can be found on <https://www.oldham.gov.uk/info/200230/early_years/1668/additional_send_funding> applications made on the old form will no longer be assessed by the panel.
6. If resubmissions are being made ensure that the most up to date information is contained and highlighting any interventions used and any child progress that has been made.

If any of the above are not met then the panel will not assess the application for funding and it will be returned.