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**SEN Inclusion Fund Application Form**

**2024-2025**

**Who should apply for the SEN Inclusion Fund?**

Applications should come from Early Years Providers who are supporting a child of 3 years of age with complex needs but does not have an EHCP in place. Examples of how providers may use the SEN Inclusion Fund include:

* Additional staffing costs to support planned interventions
* Specific training for staff to support the child’s needs
* Specialist equipment and resources
* Support for transition into school provision
* **Funding is provided for 2 terms only**

For further advice please contact the Early Years Inclusive Learning Team on 232292 or the child’s key worker from the service.

**All forms must be completed electronically**. **Failure to do so may result in your application being returned.**

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| --- | --- | --- | --- | --- | --- | --- |
| **Deadline for applications** | **15.04.24** | **03.06.24** | **16.09.24** | **28.10.24** | **20.01.25** | **24.02.25** |
| **Decisions shared by** | 10.05.24 | 21.06.24 | 04.10.24 | 15.11.24 | 07.02.25 | 14.03.25 |

**Warning Note:**

**SEND Inclusion Funding is subject to scrutiny and monitoring at any time.**

**If awarded funding is not being used to support the individual child for whom it was given as agreed, then funding will be withdrawn retrospectively and with immediate effect. You must notify us immediately of changes to attendance patterns that will impact on this funding.**

**Section 1: Child’s details**

|  |  |
| --- | --- |
| **Name** |  |
| **Date of birth** |  |
| **Provider name** |  |
| **Contact number** |  |
| **Setting Keyworker** |  |
| **Date started at setting** |  |
| **Key worker from EYILS** |  |
| **Hours attended per week (state if stretched)** |  |
| **Application Date** |  |
| **Has the child previously attended another Nursery or had Portage?** |  |

**Section 2: Child’s needs and requirements**

SEN primary need (please highlight **one** category only)

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| **Cognition and Learning**  **Communication and interaction**  **Social, emotional and mental health**  **Physical / sensory / medical** |

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| Please describe how your provision has already adapted practice to meet the needs of this child. |
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| Please provide a breakdown of how the funding will be spent if successful (for example, resource costs or any additional staffing costs) |
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| What will be the impact and what outcomes will be achieved by the child as a result of using this funding. |
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**Section 3: Child’s current skill levels**

Child’s age in months **\_\_\_\_\_\_\_\_\_\_**

Please state the child’s current developmental levels using the Stoke Speaks Out profile.

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| --- | --- | --- |
|  | **Date assessed:** | **Date assessed:** |
| **Communication and Language (Listening, attention and understanding)** |  |  |
| **Communication and Language (Speaking)** |  |  |
| **Personal, Social and Emotional** |  |  |
| **Physical** |  |  |

Provider name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Once completed, please email this form to the SEN Inclusion Team at:** [eyis@stoke.gov.uk](mailto:eyis@stoke.gov.uk) (using your setting’s designated password)

**APPENDIX: FUNDING CRITERIA GUIDANCE**

Funding is available through a three tier system (as shown below) based on the child’s age and their developmental stage and shows a developmental delay in **3 out of 4 areas on the Stoke Speaks Out Profile**.

**Tier 1 funding- No additional funding is given for children within Tier 1.**

* Lower level needs will be met by the settings through the setting’s own resources as part of their graduated response.
* Much of this support will be provided through differentiation of the curriculum and reasonable adjustments.

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| --- | --- |
| **Child’s age** | **Developmental level** |
| **24 – 36 months** | Developing at 15 months or higher |
| **36 – 41 months** | Developing at 18 months or higher |
| **42 – 47 months** | Developing at 24 months or higher |
| **48 – 60 months** | Developing at 36 months or higher |

**Tier 2 funding - £450 per term**

* Funding amounts are based on a child attending for 15 hours per week. Where children attend more or less hours than this, the amount requested can be adjusted up or down accordingly.
* We cannot fund for more than 30 hours.
* Tier 2 funding will usually be allocated for 1 term, although applications for another term will be considered.

|  |  |
| --- | --- |
| **Child’s age** | **Developmental level** |
| **24 - 36 months** | Developing within 9-18 months |
| **36 – 41 months** | Developing within 12-18 months |
| **42 – 47 months** | Developing within 18-24 months |
| **48 – 60 months** | Developing within 24 - 36 months |

**Tier 3 funding - £900 per term**

* Funding amounts are based on a child attending for 15 hours per week. Where children attend more or less hours than this, the amount requested can be adjusted up or down accordingly.
* We cannot fund for more than 30 hours.
* Tier 3 funding will be need to be applied for each term.

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| --- | --- |
| **Child’s age** | **Developmental level** |
| **24 - 36 months** | Developing within 0-9 months |
| **36 – 41 months** | Developing within 0-12 months |
| **42 – 47 months** | Developing within 0-18 months |
| **48 – 60 months** | Developing within 0 - 24 months |

**Funding will usually not be available until after child’s 2nd birthday although applications for younger children will be considered in exceptional circumstances.**

Applications for children who have a very significant difficulty in one area only which is impacting on their education may be considered for funding if appropriate evidence is provided.