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**School SEN Inclusion Fund Application Form**

**2024-2025**

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

Applications should come from School who are supporting a child with complex needs but does not have an EHCP in place. School should make reasonable adjustments for all children, which may include changes to the curriculum or approach. Good planning for inclusion can be achieved through a SEND or Inclusion policy and by following the advice using the [Stoke Graduated Approach.](https://www.stoke.gov.uk/graduatedapproach/homepage/16/early-years)

Examples of how schools 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
* **Funding is provided for 2 terms only**

For further advice please contact the Early Years Inclusive Learning Team on 232292.

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

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| --- | --- | --- | --- |
| **Deadline for applications for the current financial year** | **28.10.24** | **20.01.25** | **24.02.25** |
| **Decisions shared by** | 15.11.24 | 07.02.25 | 14.03.25 |

**Warning Note:**

**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awarded funding is not being used to support the individual child for whom it was given as agreed, then funding will be withdrawn retrospectively and with immediate effect.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** |  |
| **School** |  |
| **Contact number** |  |
| **Hours attended per week** |  |
| **Application Date** |  |
| **Has the child previously attended Nursery or had Portage? Please provide details** |  |

**Section 2: External services involved**

(complete all that apply)

|  |  |  |  |
| --- | --- | --- | --- |
| **Service** | **None** | **Yes** | **Referral made** |
| Early Years Forum |  |  |  |
| SEND service |  |  |  |
| Sensory service (state if HI or VI) |  |  |  |
| Educational psychologist |  |  |  |
| Speech therapy |  |  |  |
| School nurse |  |  |  |
| Community paediatrician |  |  |  |
| Physiotherapy |  |  |  |
| Early Help |  |  |  |
| Social Care |  |  |  |
|  |  |  |  |

**Section 3: 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 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 Development Tool.

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

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| --- | --- |
| **SENIF Application Evidence Checklist** | **Please tick if provided** |
| Actions by the school to meet the child’s needs to date, including evidence of two completed cycles of the graduated response (Assess, Plan, Do Review)  |  |
| Evidence attached of reports from any specialist/medical services involved. |  |
| Support plan/IEP |  |

School name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Person completing this application: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

**Once completed, please email this form to the Early Years Inclusive Learning Service at:** SEYF.sp@stoke.gov.uk

**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 a maximum of 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.
* You need to reapply for Tier 3 funding 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  |