

Guidance for Applying for Early Years Inclusion Funding

Attendance:

Please make sure that this section tells the panel which code the child accesses. It is important as EYIF can only support children in receipt of a funded place and the hours of funding can change between 15 hours and 30 hours funding code.

Services involved with the child / family:

We ask that the latest report from all professionals involved in the care / support of the child is included as evidence. This helps panel determine the level of support and where targets are linked to recommendations of external agencies and if they are well linked up with targets set and therefore determine the level of support allocated by EYIF.

Description of Child's Current Skills:

It is important to describe what the child's strengths are, and then where the child needs support to access the curriculum in your setting. This will lead into the description of what the child enjoys and what are their areas of interest and the activities / behaviours that cause greatest concern. This will enable panel to build a picture of the child and their needs that require support.

Current Levels of Support:

List any interventions in place for the child – is it successful? / Does it need more time to be embedded and successful? / Are you trialling strategies? / What is working / not working?

Small group time – ratio of adult to children – does the child respond to small group / progress made?

Individual / 1:1 time - type of intervention / supporting which targets?

These should be different to and in addition to what other children receive in your setting.

Parent / Carer views:

It is highly important that the panel have input from the parents / carers of the child. We need to know their concerns and views on how support would be best utilised for their child.

TARGETS:

We need as much detail as possible and settings to ensure that targets link with external agency plans. For example if SALT are involved with the child, how are your targets linked and meeting the needs of the child in your setting.

High quality targets are imperative, we need you to be able to evaluate the impact of the support in the case of a reapplication for funding at the review date.

- Small achievable step
- How long will the intervention be
- Success Criteria / Desired Outcome

Please do not include targets like “need 1:1 support for sitting on the carpet”

E.g: “**** will be able to join in with song time, singing their favourite song (Twinkle Twinkle) for 1 minute with a familiar adult for support, this could be engaging by standing or sitting in the vicinity of the carpet and peers.”

“**** will be able to use photo referencing cards for snack time and choose between apple and toast on 3 out of 5 occasions”

EHA notification:

Please attach the latest EHA / TAF meeting notes and minutes to the application.

EHCP notification:

It is procedure that we cross check the panel agenda between ourselves (EYIF) and the SEND Support Service, please ensure you let us know if an EHCNA / EHCP has been requested and if it has gone to assessment stage. If the application has gone to EHCNA assessment stage, please be aware if you feel the level of funding available from EYIF is not enough to meet the child's needs, you can apply directly to the SEND Support Service for Interim funding.

Employ / Backfill:

It is useful for the EYIF monitoring process that we know if the key worker for the child accessing EYIF has been employed specifically for this purpose or if the support is being delivered by a current Nursery / Setting member of staff and the funding is being used to backfill their position elsewhere in the Nursery/ Setting.

Permissions:

Please make sure that the SENDCO or Head of Setting has read, agreed and signed the permission to submit box.

Please make sure that the Parent / Carer has read, agreed and signed the permission to submit box.

It is extremely important that settings make parents / carers aware of the cross agency working that takes place during panel, and that they should sign to allow panel to do this for the benefit of their child.

IN ADDITION TO THIS FROM FEBRUARY 2022:

Parents will be asked to give consent to a discussion with the SEND Support Service if the EYIF panel feel that the child would benefit from a conversation between the SEND Support Service and their parent / carer.

Please can settings explain to the parents / carers that this is a non-threatening offer of a chat to make sure that they are aware of all support available on the Local Offer and beyond. The permission would be for a chat, not for an EHCNA to go ahead.

This new addition will be on an updated application form being sent out to settings and schools by the end of January 2022. Please be aware that we will only accept these forms from March Panel. They will be sent to the admin email for the setting / school.

Please feel free to contact us for more guidance if required.

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