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**Early Years SEN Support: Application for additional funding**

Please read the [guidance](https://www.oxfordshire.gov.uk/sites/default/files/file/special-educational-needs/EYSEN%20RAF%20Guidance%20notes%20-%202022.pdf) **before** completing this form.

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| **Application for:** |  |
| **Date of Birth:** |  |
| **Address:** |  |
| **School/Setting Name and address:** |  |
| **School/Setting email:** |  |
| **Current Ofsted judgement:** |  |
| **Child we Care For:** | **Y/N** |
| **Is this a request for EY SEND Transition Top up Funding?** | **Y/N** |

**Please indicate if the child has:**

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| Attendance Funding:-  2 yr old – Early Education Entitlement  3 & 4 yr old – Early Education Entitlement/15 hours  Working Families Entitlement/30 hour funding  Is Working Families Entitlement split between settings?  If yes name other setting and what is the split ratio? | Y/N  Y/N  Y/N  Y/N |
| Previously been in receipt of 2 year funding? | Y/N |
| EY Pupil Premium | Y/N |
| Inclusion Funding | Y/N |
| Has the setting been in receipt of Disability Access Fund for this child? | Y/N |
| Has EHC assessment been applied for?  Is an EHC assessment being considered? | Y/N  Y/N |

Sessions attended – **include number of hours**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Mon AM | Mon PM | Tues AM | Tues PM | Wed AM | Wed PM | Thurs AM | Thurs PM | Fri  AM | Fri  PM |
|  |  |  |  |  |  |  |  |  |  |

Total number of **funded** hours i.e. child’s educational or working families entitlement =

How many hours of additional support per week are being requested via this application?

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| **Summary of what is being requested** |
| Please outline the reasons for this request. (Max 250 words.) |

**Part 1: Person centred planning**

Describe how the setting or school has gathered the views of the child and family over time. [*Person centred approaches*](http://schools.oxfordshire.gov.uk/cms/node/556#1) *should be used to gather the child or young person's views. Guidance is available on the* [*Local Offer.*](https://www.oxfordshire.gov.uk/cms/public-site/special-educational-needs-and-disability-local-offer) *and* [*https://www.oxfordshire.gov.uk/cms/content/guidance-and-procedures*](https://www.oxfordshire.gov.uk/cms/content/guidance-and-procedures)

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| Child | Family |
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| **Part 2: Educational needs and support** | |
| Complete sections 1 and 2 below and attach the documents listed on the next page with relevant sections highlighted.  **1. The child’s needs**  Describe the child’s **special educational needs** and **summarise/reference the evidence** for these. | |
| Special Educational Needs/Barriers to learning | Evidence/ Indicators |
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Add more rows if necessary

**2. Action to meet needs by the setting or school and impact of this**

Provide evidence of purposeful action by the setting or school to meet the child’s needs and remove barriers to learning. Describe how inclusion funding if appropriate and/or the Local Offer which includes other external specialist agency support has been used to achieve the child’s outcomes.

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| List the interventions, support, services, activities etc. and any funding or costs related to this. | Funding/ cost/ Local Offer(LO) | Please describe the **impact** of this intervention/activity and why it has not been effective in improving the child’s outcomes or is no longer sufficient or is effective but needs further funding to sustain provision. |
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| **Part 3: Reports and assessments** |

Reports, assessments and information that evidence the needs and support described in Part 2. Please number attachments to match list below.

**Essential information, reports and assessment**

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| --- | --- | --- | --- |
|  | Name of report or assessment | Tick if attached | Name of the lead professional/author of the report |
| 1 | All about Me. |  |  |
| 2 | Current developmental levels including EYFS information |  |  |
| 3 | Evidence of SEN Need. This could include the relevant pages from OCC Guidance: Identifying and Supporting SEN  <https://www.oxfordshire.gov.uk/cms/content/guidance-and-procedures> |  |  |
| 4 | SEN Support and Outcomes Plans or equivalent and reviews. |  |  |
| 5 | Individual Intervention Record  [(OCC template available)](https://www.oxfordshire.gov.uk/residents/good-practice-and-ideas-childcare-providers/sen-support-providers/early-years-sen-toolkit/all-children-sen) |  |  |
| 6 | Individual timetable showing the specific and different support (including adult-child ratio) and interventions/strategies that are being provided or need to be provided to assist the child’s inclusion and appropriate access to the EYFS curriculum. |  |  |
| 7 | Information on the child’s attendance.  (For guidance and policy see EY Toolkit) |  |  |

**Where they exist/are appropriate include**

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| 8 | Evidence of diagnosis/ paediatric report. |  |  |
| 9 | Latest SEN support service report(s) |  |  |
| 10 | Latest CAMHS report |  |  |
| 11 | Latest therapy report(s) |  |  |
| 12 | Positive Behaviour Support Plan |  |  |
| 13 | Care plan |  |  |
| 14 | Risk assessment |  |  |
| 15 | PEP for a child who is Looked After |  |  |
| 16 | In the exceptional situation - record of notification to the LA officer of any exclusion. |  |  |
| 17 | Any other education, health or care information which adds further to identifying the child’s needs and barriers to learning. |  |  |

**If the child is transitioning e.g. from home to setting, setting to school or is significantly increasing the sessions they are attending e.g. 15hrs – 30hrs.**

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| 18 | Proposed individualised timetable illustrating support needs and interventions planned. |  |  |
| 19 | Proposed risk assessment if appropriate. |  |  |
| 20 | Reviewed care plan for children with health needs |  |  |
| 21 | Positive Behaviour Plan if appropriate |  |  |

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| **Part 4: Desired Outcomes** | |
| Describe the outcomes for the child that will be supported by Additional Funding and how it will be used to achieve these. | |
| Outcomes to supported by Additional Funding | How the funding will be used to achieve this (if you wish to include a plan please list in ‘Additional reports and assessments’ above and append) |
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| Add more rows if necessary  **Part 5: Additional Considerations**  In this section please:  **i)** describe why a Request for Additional Funding is being made at this stage  **ii)** with the family’s permission detail any additional circumstances that you feel should be considered with the application. These can include specific events or situations that may have caused a recent change in the emotional or physical wellbeing of the child. If a child is a Child in Need (CIN), Child Protection or has an Early Help Assessment note it here and include the latest TAF action plan or equivalent (if relevant) with the family’s agreement. | |
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| Completed by |  |
| Designation |  |
| Date application discussed with family |  |
| Date of application |  |
| Date received by EY Funding team |  |

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| Further information can be found on:  <https://www.oxfordshire.gov.uk/cms/content/guidance-and-procedures>  [www.oxfordshire.gov.uk/localoffer](http://www.oxfordshire.gov.uk/localoffer)  Completed applications should be submitted via a secure system (Egress) to:  [EYSEN.Funding@oxfordshire.gov.uk](mailto:EYSEN.Funding@oxfordshire.gov.uk) |