**Early Years SEN Inclusion Fund (SENIF) Criteria**

The Early Years Inclusion Fund is provided to support early years settings to include children with special educational needs and/or disability (SEND). The money is for use in the setting that the child attends and will be given to the provider to be used to support the needs of individual children with SEND.

**Eligibility**

* All two-year olds and three & four-year olds identified with a level of SEND
* Attending an early years setting in the London Borough of Hammersmith & Fulham that provides government funded places
* Presenting with additional needs in the moderate to profound delay range

**Who is not eligible to access the SEN Inclusion Fund**

* Four-year olds in reception classes
* Hammersmith & Fulham children attending out of borough provision
* Children attending specialist provision
* Children with an Education, Health & Care Plan (EHCP)
* Children in receipt of contingency funding
* Children of age appropriate development or presenting with a mild delay

**How funding will be allocated**

The SEN inclusion fund will be administered via the same termly payments which govern funding for funded 2, 3, and 4-year-old places. Settings submit a SEN Inclusion Fund application form to the Early Years Team according to the below schedule. This will determine the final level of funding available to settings for that term and will inform the normal termly financial reconciliation process.

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| **Term applied for** | **Cut-off date for submitting application** |
| Spring 2024 advance application/ Final cut off Autumn 2023 claims | Friday 1st December 2023 |
| Summer 2024 advance application/ Final cut off Spring 2024 claims | Friday 15th March 2024 |
| Autumn 2024 advance application/ Final cut off Summer 2024 claims | Friday 5th July 2024 |

**SEN Inclusion Funding by Band**

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| **Band** | **Level of need** | **SEN category** | **Funding per term\*** |
| **A** | Mild/Moderate | Low/Emerging Needs | £500\*\* |
| **B** | Moderate/Severe | High Needs | £1,250\*\* |
| **C** | Severe/Significant | High/Complex Needs | £2,500\*\* |

**\****Based on the child accessing their full entitlement of 15 or 30 hours per week*

***\*\**** *Band values are subject to change and available budget*

**Evidence required**

Settings will need to maintain a minimum set of evidence for their own records for each child for which Inclusion Funding is being claimed for. Documents should be maintained for a minimum of 2 years from the last date at which funding was received for a child and should relate to the time frame for which funding has been received. A list of documentation is outlined below.

* Evidence of Early Years Outcomes delay as outlined in the banding criteria
* Evidence of professional involvement from Education or Health (Band C), Family Support or Early Years Team involvement (Band A and B) that show developmental delay or additional needs
* SEND Support plan for the child for the time the funding has been in place
* Evidence of interventions for the child using SEN Inclusion Funding and cost paid for them.  Or an equivalent provision map detailing this

**Consent**

Settings must obtain adequate consent from parents/carers before applying for Inclusion Funding on behalf of a child.

**Audit**

Applications from settings made for children who have previously received funding from SENIF, will be required to complete a SENIF Audit of Provision form. Please also update the child’s SEND Support Plan to show progress and share this with parent/carers.

**SENCO Training**

Training will be made available to EY SENDCOs on supporting the SEND Support needs of children in Early Years settings. This will include themes such as:

* How to create and maintain SEND Support Plans
* When to refer to more specialist services
* How to apply for SEN Inclusion Funding, and how to correctly apply the banding criteria

**DAF Funding**

Settings are reminded that DAF Funding may also be available to this cohort of young children. Please contact the Early Years Team for further information.

**How the funding can be used**

The funding is provided to support the inclusion of a child with SEND, promote early intervention and improve outcomes for the child.

Examples of how early years providers can use the SEN Inclusion Fund include:

* Building capacity within the setting with additional staffing to support specific interventions/strategies for the child with SEND
* Specialist or one-off training to upskill whole team or staff member(s)
* Purchasing of resources to support specific interventions/strategies
* Reducing child to adult ratio to support child with SEND

**Possible Uses for SEN Inclusion Funding**

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| **Band A & B** |
| * Interventions delivered in small groups (4 to 6 children maximum)
* Integral use of visual timetables incorporating objects of reference, photos, symbols, picture exchange systems etc and used consistently by all staff.
* Differentiation of activities and resources to support specific targets included in SEN Support Plan or recommended by a professional
* Short direct teaching sessions clearly planned for the individual child
* Regular supervision and individualised and consistent behaviour management with behaviour plan for children with challenging behaviour
* Risk assessments for children with risky behaviours and enhanced staffing support for short periods of the day
* Care Plans for children who require specific care outlined by a medical professional, delivered by staff with training
* Reasonable adjustment to the environment or resources
* Specialist equipment to support children with physical disabilities.
* Changes to staff deployment to enable small group work or individualised support for specific and planned activities
* Support at circle time to maintain listening and attention
* Specific environmental adaptations for sensory needs
* Additional supervision when accessing particular equipment or resources, to ensure health and safety of all children and adults
* Support to manage basic hygiene, feeding and personal needs above and beyond what would normally be expected for a child given their age (note: nappy changing should be an integral part of caring for children under 4 in the EYFS)
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| **Band B & C** |
| **For the higher levels of funding, many of the strategies and interventions identified above will be in place. In addition, you will need to consider:*** Additional support for the child by increasing staffing ratios for intensive support and interventions to meet the targets set for the child
* Intensive support/teaching for the child, taking place on an individualised basis and based on recommendations being made by professionals involved with the child
* Intensive support for the child to meet Personal, Social and Emotional development (e.g. challenging behaviour, social interaction, self- esteem and positive relationships)
* Intensive support for basic hygiene and personal needs for children with complex special and care needs, with training undertaken or overseen by a community nurse
* Significant attention paid to provision and maintenance of a range of personal equipment and manual handling and hoist training for staff
* Positive Physical Intervention training where appropriate
* All staff being fully aware of the child's issues to ensure consistent and highly efficient application of strategies across both planned activities, routines and everyday play
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To discuss your application please contact the LBHF Early Years Advisory Team

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