**0-5 SEND Support Service Offer including Portage, Early Years Inclusion Teachers and Assistants and** **Sheffield Early Years Language Centre (SEYLC)**

**The 2020-2025-Inclusion Strategy Aim**: is that Sheffield will be an inclusive city where we work together to ensure that all children and young people get the right support at the right time so that they can live a happy and fulfilled life.

**0-5 SEND Support Service Aim**: to provide support for Early Years children who have complex or significant special educational needs, to empower families in their role as primary educators and advocates for their children and to help early years settings and schools, to improve early identification and intervention for special educational needs in young children.

**Function:** for children who are between the ages of 0-5 years who are not making the educational or developmental progress that is expected for their age. Please note, this service offer is only available until the end of Foundation Stage.

The non-statutory 0-5 SEND service consists of Early Years Inclusion Teachers, Early Years Inclusion Assistants and Portage Home Visitors.

Please note this service is available to children until they leave FS2/Reception.

**Universal**-available to all

* 0-5 Phone line: An Early Years Inclusion Teacher will provide verbal advice/ guidance and direct you to further support and services through a dedicated phone line which will be available Mon, Wed, Fri from 13:00-16:00. This is available to both parent’s and professionals. 0114 2037773
* Service Email Address and phone number: The inbox is monitored daily and your email will be directed to a member of the team. This is available to both parent’s and professionals. [0-5SEND.SupportService@sheffield.gov.uk](mailto:0-5SEND.SupportService@sheffield.gov.uk) / 0114 2736411
* Early Years Citywide SENDCo briefings and Locality SENCo briefings: The EY citywide SENDCo briefings are delivered by the 0-5 SEND Support Service Manager. Both of these briefings are available to all Early Years SENDCo’s each term. These can be booked via [EarlyYearsBusinessSupport@sheffield.gov.uk](mailto:EarlyYearsBusinessSupport@sheffield.gov.uk)
* An Early Years Inclusion Teacher linked to your setting’s locality: They will be supporting the developing work in localities for Early Years as part of the Inclusion taskforce.

**Targeted Support**- this is available via a referral to the 0-5 SEND Support Service from a professional or parent/carer and requires parental permission and detailed information on the child’s strengths and difficulties.

* When a referral is submitted by an Early Years practitioner, this is to include current reports from other professionals and services involved, two cycles of the graduated response and meeting minutes with parents.
* We also welcome referrals from parents. Parents can contact the 0-5 phoneline and the Early years inclusion teachers will complete the form, whilst you are on the phone.
* Referrals from professional to include clinical reports.
* Referrals for Sheffield Early Years Language Centre (SEYLC) are completed by Speech and Language Therapists or Early Years Inclusion Teachers.

The referral and evidence can be submitted via anycomms- 0-5 or password protected and emailed to [0-5SEND.SupportService@sheffield.gov.uk](mailto:0-5SEND.SupportService@sheffield.gov.uk) or posted to

0 - 5 SEND Support Service

Building 7,

Manor Lane Depot,

Manor Way,

Sheffield

S2 1TR

**The criteria for targeted support:**

* The child will be presenting with difficulties at Level 3 or above on the Early Years Sheffield Support grid for children in PVIC’s (private, voluntary, independent pre-school settings and childminders).
* The child will be presenting with difficulties at Level 4 or above on the Early Years Sheffield Support grid for children in FS2.
* The child is not supported by Autism, Social Communication team(ASc).
* Child is aged between 0-5 years, up to end of FS2.
* If the child referred is in FS2, and predominantly has social communication needs, please refer to ASc.
* Referrals for Portage need to be received before children are 2.5 years, as this service ends when children are 3 years old.

The referral will then be triaged and if deemed appropriate will be allocated to an Early Years Inclusion Teacher or Portage Home Visitor. A range of support and intervention will then be implemented. This could include, for example, observation and assessment, modelling interventions to upskill Early Years staff and /or parents, signposting training needed to promote quality first and inclusive practice throughout the setting, signposting/ referrals to other services and the contribution of written reports as part of the Education, Health and Care plan (EHCP) process.

If a referral is accepted for support from an Early Years Inclusion teacher, they will contact parents/carers/ referrer/ setting or school within 3 weeks. They will then complete a visit a minimum every term and provide a professional report to the parents/ carers and the setting/ school.

If a referral is accepted for support from Portage (for children aged 0-3 years) an initial contact will be completed within 2 weeks and then if parents agree involvement from Portage, home visits will be completed every 2 weeks. If support is still required once the child is aged 3 years, there will be a handover to an Early Years Inclusion Teacher.

If a referral is not accepted, we will provide details of other services where you can seek support and guidance, where appropriate.

In the case of referrals open to Portage and for those children who do not attend a setting, if a support plan is required and /or a request to assess for an EHCP, Portage workers or EYIT’s will be responsible for this process. If the child does attend a setting, then the setting retains responsibility for this.

**Transition Offer:**

The transition offer will be provided in June/July by the Early Years Inclusion Assistants, who will complete sessions for individual children. This applies to children who we are currently supporting who are either accessing an EY setting or at home.

In addition, Early Years Inclusion Teachers may also attend a transition meeting with settings and complete a follow up visit in Autumn term to determine if the child has transitioned successfully or if they need further support.

The number of sessions provided will be dependent on need and can be discussed with your link Early Years Inclusion Teacher.

Referrals received by 18th Dec for children who will be entering FS2 in Sep the following year, will be offered transition support.

Any referrals received after this date, although we cannot guarantee they will be provided with transition support, we will endeavour to provide this to as many children as possible.

Early Years Settings: Please remember to complete the Sheffield EYFS Transition Record for each child who is moving into FS2 and share this with their new school.

Parent’s /child’s voice: We require settings/ schools to share reports with parents/ carers. All support provided will be analysed to assess impact. Early Years providers and parents will be asked to complete an impact questionnaire, before and following intervention/ support from the 0-5 Support Service, which should be completed in a timely manner.

**Sheffield Early Years Language Centre SEYLC**

Referrals for Sheffield Early Years Language Centre are completed by Speech and Language Therapists(SALT) or EYIT.

* Each week, four sessions will be provided for 11 weeks and delivered by EYIT, EYIA and a SALT.
* Parents can attend up to 5 support and advice sessions to help support their child’s development.
* Up to 4 outreach training visits will be provided to EY settings/ schools

**Early Years Funding**

Early Years Inclusion Funding-(EYIF) is available for children with SEND.

Criteria:

* accessing Funded Early learning (FEL)
* Involvement or consultation with 0-5 SEND Support Service.
* The child has emerging or diagnosed needs where the child will be presenting with difficulties at Level 3 or above on the Early Years Sheffield Support grid for children in PVIC’s (private, voluntary, independent pre-school settings and childminders).

Please note this funding is not available for children in FS2/Reception or in receipt of an Education, Health and Care Plan.

Applications for EYIF if agreed are for the academic year with payments made each term (13 weeks maximum) and will need to be completed and sent with the accompanying evidence via anycomms.0-5, 2 weeks prior to the panel date.

**Disability Access Funding- (DAF)**

The Disability Access Fund (DAF) can help Early Years providers make their settings accessible to children with special needs. The funding can help providers make reasonable adjustments to their settings. They could purchase specialist equipment and or seek specialist training that would help them meet the child's needs. This a single payment of £800 per year.

* Children are accessing 3 or 4 year Funded Early learning
* Child is in receipt of Disability Living Allowance.

Please note: DAF is not available for Children aged 4 in Reception/FS2.

For further information please email [0-5SEND.SupportService@sheffield.gov.uk](mailto:0-5SEND.SupportService@sheffield.gov.uk) 0114 2736411