## Element 3 (Top-up) funding for Mainstream Schools Updates

#### **Recovery activities September - October:**

#### **Education Health and Care Plans -**

- All new Education, Health and Care Plans (EHCP) allocated between end of July 2021 1<sup>st</sup> October 2021 checked to ensure that top-up funding allocated either via CRISP profiles or Support Unit Model.
- Funding to be allocated from start of plan.
- School to be notified of top-up funding amount of funding for new EHCPs by Autumn half term via email to SENCo

#### **SEND Support Provision Plans -**

- SEND Support Provision Plan (SSPP) funding applications submitted between end of Summer Term 2021 and 1<sup>st</sup> October 2021 to be reviewed and decision made on funding using Support Unit Model
- School to be notified of top-up funding amount of funding for new SSPP by Autumn half term via email to SENCo

As per usual arrangements SENAR finance to send out termly financial notifications for all top-up funding week after half term.

#### **Transition arrangements November - January**

#### **Education Health and Care Plans -**

- As draft plans sent to the Quality Assurance Group, copy also sent to cross service funding group.
- Cross Service group to look at plan and suggest the amount of Support Units to be allocated for topup funding.
- Amount of indicative funding shared with schools along with draft plan to support decision making on placement.
- If changes made to draft plan, then funding group to review the funding amount suggested.
- Funding confirmed and communicated with named setting at point of final plan.

#### **SEND Support Provision Plans –**

- Cross Service funding group to meet weekly to consider SSPP funding allocations.
- Schools notified of allocated amounts within 5 days of decision being made via email to SENCo

During second half term of Autumn term 2021 funding criteria to be completed for all areas of need and training to be delivered to SENAR, SEND Support Teams, schools and settings on the new process for funding to be implemented from Spring 2021. Comms to be shared with all stakeholders during this timeframe.

#### Funding Allocation from January 2022:

See flowcharts attached

### Additional Work during Spring 2022

- Work ongoing around potential of increased budget for mainstream top-up
- Working party to co-produce school led model for moderation process ready to be implemented from Summer 2022
- Continued training for new SENCos, SENAR staff and SEND Support Services as required

# Process for Funding Education, Health and Care Plans

Pr	ocess	Documents
School/Setting complete Education, Care and Health Assessment Request (ECHAR) or EHCP Review with relevant LA agencies and parents.		ECHAR/Annual Review Report Top-up guidance booklet
Schools, settings, professionals and parents work together to suggest the number of Support Units required to deliver the provision required.		Top-up guidance booklet
School or setting send assessment request or annual review report to SENAR as per usual assessment or annual review arrangements		Completed ECHAR or Annual Review
PO or caseworker considers funding request (e.g. number of Support Units) as part of the request or review along with supporting evidence		Evidence from school/setting Top-up guidance booklet
If evidence supports request agrees funding and adds to funding record for SENAR finance	If evidence does not support request or is above the usual request amounts, request passed to SEND panel	Top-up guidance booklet Funding record
At point of draft/amendment notice, School/Setting notified of amount of funding agreed and length of funding period.		Notification Template

## Process for SEND Support Provision Plan Funding

Process	Documents
School/Setting complete SEND Support Provision Plan (SSPP) with relevant LA agencies and parents.	SEND Support Provision Plan Template Top-up guidance booklet
Schools, settings, professionals and parents should suggest the number of Support Units required to deliver the provision in the plan.	Top-up guidance booklet
School or setting submit plan and supporting evidence to the Local Authority	Completed SEND Support Provision Plan including parental consent and Outside Agency
Panel of representatives from Communication and Autism Team, Educational Psychology, Pupil and School Support, Sensory Support, Physical Difficulties Support Service and SENAR Finance meet weekly to discuss request and decide if funding request is appropriate.	Evidence from school/setting Panel record sheet Top-up guidance booklet
School/Setting notified of amount of funding agreed and length of funding period.	Notification template
School implement provision and review plan as appropriate with relevant agencies and parents. If further funding required, then SSPP review, new SSPP and funding request submitted to LA.	SEND Support Provision Plan review Top-up guidance booklet