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| **My SEND Support Provision Plan**  Consider adding picture of child here  **Name:**  **Date of Birth:**  **Plan No:**  **Date Plan Started:**  **To be reviewed:** |

|  |
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| **PART A: SEND SUPPORT** |

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| --- | --- |
| **This is important information about me** | |
| First name:  Preferred name: | Address and Postcode: |
| Family Name: |
| Ethnicity:  Religion: | Gender M/F |
| \*NHS Number:  \*Care First Number | \*Impulse Number:  \*UPN: |
| \*To be completed if appropriate | |

|  |  |
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| **Details of all persons with parental responsibility** | |
| Name: | Address and Postcode: |
| Telephone:  Email: |
| Relationship to child: |
| Name: | Address and Postcode: |
| Telephone:  Email: |
| Relationship to child: |

|  |  |
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| **Details of the Plan Coordinator** | |
| **Name:** | **Work Place Address and Postcode:** |
| **Agency/Setting** |
| **Telephone Number:** |
| **Email Address:** |  |

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| **All About Me – My Story (Historical – Key Facts)** |
|  |

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| --- | --- | --- | --- |
| **All About Me - My Current Profile (One Page Profile)** | | | |
| **My Name is:** | **Profile No:** | | **Date:** |
| Photo: | What people like about me and what I can do well: | | |
| My Story – What has been happening recently? | | What is important to me now and in the future? | |
| My parent (s) carer(s) hopes and aspirations for me now and in the future: | | Preparation for adulthood: | |
| My Current Needs – how best to support and communicate with me:  Access Arrangements: | | | |
| Things that I like ☺ | | Things that I don’t like ☹ | |
| These are some of the important people in my life: | | Other things to know about me: | |
| Current Targets – Please see – EY SEN Support Target Sheet/ITP/IEP/Intervention Records.  (See Appendices for Examples) | | | |

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| **PART B: Multi-Agency SEND Support Plan**  **Used for:-**  **Top Up Funding Request □ School based evidence □** |
| **Date of Plan:**  **Date of Review:** |

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| --- | --- | --- | --- |
| **People Involved in Actively Contributing to this plan** | | | |
| **Name** | **Role/Agency/Service** | **Co-Author Y/N** | **Present at Review Y/N** |
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| **Broad Areas of Educational Concern – Identified from Birmingham Top-Up Guidance** [**https://www.localofferbirmingham.co.uk/?frontend-managed-files-block=download&file-id=42088d2d-8697-4713-84f2-ffa77ebd7afc**](https://www.localofferbirmingham.co.uk/?frontend-managed-files-block=download&file-id=42088d2d-8697-4713-84f2-ffa77ebd7afc) |
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| **Arrangements for Reviewing the SEND Support Provision Plan** |
| Date of Next Review: |
| Does the plan need to be reviewed in conjunction with any other plan? Yes/No  e.g. Care Plan (LAC), Continuing Care Plan (Health) or Adult Care Plan |

|  |  |
| --- | --- |
| **To complete after review meeting: Decision at review** | Indicate |
| Pupil requires SEND Support |  |
| Pupil continues to need a SEND Support Provision Plan (EY - ‘SEN and Early Support Plan’)with additional funding |  |
| The pupil placement is no longer able to meet need |  |

|  |  |  |
| --- | --- | --- |
| **Priority Area One:** (Please state broad area of need) | | |
| **Strengths and Skills** | | |
| **Special Educational Needs** | | |
| **Outcomes** | **Additional Provision**  What provision is required to meet the outcome - Specifics on what, when, how often who | **Review**  Consider the progress towards to the outcomes |
| **Long Term Outcomes**  **Over the next 12 months:** | **Education** (including information about curriculum, interventions, strategies, resources, environment and staffing) | Achieved/Partly Achieved/Not Achieved  Comment: |
| **Health Care** |  |
| **Social Care** |  |
| **Review Provision** | | |
| **What’s Working**  **What Needs to change** | | |

|  |  |  |
| --- | --- | --- |
| **Priority Area Two:** (Please state broad area of need) | | |
| **Strengths and Skills** | | |
| **Special Educational Needs** | | |
| **Outcomes** | **Additional Provision**  What provision is required to meet the outcome - Specifics on what, when, how often who | **Review**  Consider the progress towards to the outcomes |
| **Long Term Outcomes**  **Over the next 12 months:** | **Education** (including information about curriculum, interventions, strategies, resources, environment and staffing) | Achieved/Partly Achieved/Not Achieved  Comment: |
| **Health Care** |  |
| **Social Care** |  |
| **Review Provision** | | |
| **What’s Working**  **What Needs to change** | | |

|  |  |  |
| --- | --- | --- |
| **Priority Area Three:** (Please state broad area of need) | | |
| **Strengths and Skills** | | |
| **Special Educational Needs** | | |
| **Outcomes** | **Additional Provision**  What provision is required to meet the outcome - Specifics on what, when, how often who | **Review**  Consider the progress towards to the outcomes |
| **Long Term Outcomes**  **Over the next 12 months:** | **Education** (including information about curriculum, interventions, strategies, resources, environment and staffing) | Achieved/Partly Achieved/Not Achieved  Comment: |
| **Health Care** |  |
| **Social Care** |  |
| **Review Provision** | | |
| **What’s Working**  **What Needs to change** | | |

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| --- | --- | --- |
| **Priority Area Four:** (Please state broad area of need) | | |
| **Strengths and Skills** | | |
| **Special Educational Needs** | | |
| **Outcomes** | **Additional Provision**  What provision is required to meet the outcome - Specifics on what, when, how often who | **Review**  Consider the progress towards to the outcomes |
| **Long Term Outcomes**  **Over the next 12 months:** | **Education** (including information about curriculum, interventions, strategies, resources, environment and staffing) | Achieved/Partly Achieved/Not Achieved  Comment: |
| **Health Care** |  |
| **Social Care** |  |
| **Review Provision** | | |
| **What’s Working**  **What Needs to change** | | |

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| **Requested number of Support Units:** |
|  |
| **Proposed use of top-up funding:** |
|  |
| **Review: Impact of the provision** |
|  |

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| --- | --- | --- |
| **Additional Information** (within the previous 18 months)  \*funding will not be considered without these documents | **Date** | **Attached** |
| Pupil Views |  | Yes/No |
| Parent/Carer Views |  | Yes/No |
| **\*Parental Consent (Appendix One)** |  | Yes/No |
| **\*Attendance Record** |  | Yes/No |
| School/Setting Tracking Information |  | Yes/No |
| School/Setting Attainment Information |  | Yes/No |
| Outside agency information – Education EP/PSS/CAT/PDSS/SS (as appropriate) |  | Yes/No |
| Evidence of Assess, Plan, Do, Review cycle, e.g. Target Plans, review meeting notes. |  | Yes/No |
| **\*Declaration/Confirmation of Outside agency involvement (Appendix Two)** |  | Yes/No |
| **Further Information – to be attached if relevant** | **Date** | **Attached** |
| Outside agency report – Health |  | Yes/No |
| Outside agency information – Social care |  | Yes/No |
| Birmingham Toolkit Information |  | Yes/No |
| PEP/LAC Plans (If necessary and appropriate to share. Please ensure specific permission is granted to share these as they may contain sensitive information.) |  | Yes/No |
| Health Care Plan |  | Yes/No |
| **Other Information in support of the application (please list)** |  |  |
|  |  |  |
|  |  |  |

**Appendices**

**Please note SSPP funding applications will not be accepted without completed Appendix 1 and 2**

**Appendix One**

**Parental Consent for Information to be shared at local authority funding panel meeting**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of child/young person** |  | | **Date of birth** |
| **Home address** | **Post code:** | | |
| **Name(s) of parent/carer** |  | | **Parental responsibility Yes/No** |
|  | | **Parental responsibility Yes/No** |
| **Others with parental responsibility?** | **Yes/No** | **Name** | **Address** |

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| **CONSENT** |
| By signing this form you agree that Birmingham City Council (BCC) can share confidential information about your child at a local area panel meeting. You understand that the information generated through the work of this panel, will be shared in accordance with BCC’s Information Sharing Protocols with professionals or organisations that:-   * are already involved with your child or young person; * the local authority panel consider necessary, in order process the application for enhanced provision   The paper and electronic records used during, or created for this application will be kept safe and destroyed in accordance with BCC’s policies. Please note that you are entitled to request a copy of the information that BCC holds about you or your child; for more information, contact Birmingham City Council’s Corporate Information Management Team at: PO Box 16366. Birmingham B2 2YY  Email: [infogovernance@birmingham.gov.uk](mailto:infogovernance@birmingham.gov.uk) or via the website: [Freedom of information request | Make a freedom of information request | Birmingham City Council](https://www.birmingham.gov.uk/info/20154/foi_and_data_protection/408/make_a_freedom_of_information_request) |

|  |  |  |  |
| --- | --- | --- | --- |
| **Parent/carers**  **(Please print name)** |  |  | |
| **Signature** |  |  | |
| **Date** |  |  | |
| **Child or young person**  **(Please print name)** |  | | |
| **Signature** |  | | **Date:** |

**Appendix Two**

**Declaration/Confirmation of Outside Agency Involvement**

|  |  |
| --- | --- |
| **Information about Child/Young Person** | |
| First Name:  Family Name: | DOB: |
| **Information about the Outside Agency** | |
| Name: | Agency |

* **\_\_\_\_\_\_\_\_\_\_\_** has been known to the service since \_\_\_\_\_\_\_ and there has been active involvement since \_\_\_\_\_\_\_\_ .
* The setting has implemented advice/strategies that I have provided as part of the graduated approach of assess/plan/do/review cycles.
* Following discussion with the school I support the requirement of \_\_ Support Units to deliver the provision outlined in the plan.

**Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Appendix Three**

Examples of SEN Support Paper work which could be used to evidence the graduated approach

1. Early Years SEN Support: Target Sheet
2. Intervention Monitoring Sheet – 1
3. Intervention Monitoring Sheet - 2
4. SEN Support Termly Review Meeting