STLS
SPECIALIST TEACHING
& LEARNING SERVICES

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A Parent/Carer Guide to the Early Years Local Inclusion Forum Team (LIFT)

- Once your child has settled at Pre-school, observations and formative assessments will take place to ensure that he/she is making expected progress for their age and stage of development.

- The observations will be tracked against the Early Years Foundation Stage and a summative assessment prepared and shared with you. This shows progress in the prime areas, between 24 and 36 months.

- If there are concerns about the progress that your child is making in his/her learning journey then the Keyperson or possibly the Special Educational Needs Co-ordinator (SENCo) in the setting will raise this with you.

- At the meeting they should be able to share with you what strategies they have already put in place to support your child and talk to you about the impact of this on their progress. They will probably use a document called "Best Practice Guidance for the Early Years". The audit tools will show you what interventions the pre-school/nursery has put in place and whether this helped your child.

- The setting is able to invite a member of the Equality & Inclusion (E&I) Team to visit the setting to ensure that the practitioners are doing their very best and that the nursery / pre-school environment is suitably adapted to meet the needs of all children.

- The E&I adviser is able to suggest possible referral routes including Early Years Local Inclusion Forum Team meeting (LIFT).

- The referral will be made by the SENCo at the nursery/pre-school who will share this with you and ask for your signed agreement to engage to share the information with the Specialist Teaching & Learning Service (STLS). They may also ask for permission to share any other relevant reports, e.g. from a Paediatrician or Speech Therapist.

- Early Years LIFT is a meeting that is chaired by the District Co-ordinator of the district that your nursery is in, for example; Maidstone. The District Co-ordinator is a Teacher and part of the Senior Leadership Team of the school and STLS. Their role is to manage a team of Specialist Teachers who give advice and support to pre-schools in relation to their special needs. They will work with the setting and you as parents, to support your child.

- All nurseries and pre-schools have an Early Years LIFT group that they are part of and these meet once a term, 6 times a year.

- Other people that usually attend the Early Years LIFT group are; a member of the Equality & Inclusion Team, an Early Years Specialist Teacher, a representative from Early Help, a Specialist Nursery Teacher, a Speech Therapist and sometimes an Educational Psychologist along with other SENCos from the pre-school settings in the group.

- All members of the Early Years LIFT group have to sign a confidentiality agreement to say that any discussions that are held in the meeting must not be shared with anyone outside the room.

- The needs of your child **cannot** be discussed at the Early Years LIFT meeting unless you have signed a Parental Agreement to Engage Form and had the opportunity to share your thoughts and concerns on the form.

- At the Early Years LIFT meeting the SENCo will share the needs of your child and explain what has been tried to date to enable progress. Other settings may suggest further strategies that can be tried, these could be:

    1. Support for you as a family.
    2. Access to children centre groups offered.
    3. A further visit from the E&I Team.
    4. The nursery/pre-school may be offered training pertinent to your child's needs.
    5. Or it may be decided that an Early Years Specialist Teacher should arrange to visit the nursery/pre-school and meet with you after observing your child and considering their next steps.

- The outcomes of the Early Years LIFT meeting will be shared with you by the SENCo from your nursery/pre-school. This will then enable targets to be set for your child and a plan will be prepared with you. This is called the Personalised Plan. It is reviewed regularly and the next steps in your child's learning journey planned together.