

SEN Inclusion Fund – What we're continuing to do to support settings

September 2023

What we've done so far...it's already in place and working well:

- Designed a shortened SENIF Request Form for use when something was unclear.
- Contacted settings on receipt of SENIF Requests to alert them to anything outstanding and set a date to receive by.
- Reviewed the SENIF Request Form moving the required evidence uploads to the front of the form.
- From August 2022, updated the SENIF Request Form, reducing the Support and Needs sections (from 11 to 5 areas) and removed some other previously required information to make it easier and quicker to complete.
- Permanently removed the mandatory requirement on the Specialist Teacher Record of Visit to enable SENIF Requests to be submitted if this is not available. The expectation is that children are open cases to STLS and the STLS RoV is provided if available.
- Permanently implemented that if there is an existing SENIF agreement a transfer of up to a term of SENIF can be allocated to the new setting if a child moves settings. The new setting will be required to make a new request for SENIF to continue.

What we're going to implement from September 2023:

- Implement a "SENIF Review Form" which can be used when SENIF has been in place previously and a reapplication is required to access continued SENIF. This digital form includes space to include the child's current attainment (MAT) so only one piece of evidence is required for continued consideration of SENIF. The link to the form will be available on Kelsi from September 2023.

The **SENIF Support Line** will continue! It's for Early Years SENCOs and Practitioners to make general SENIF enquires and receive advice and information from one of the SENIF team. Available every morning, term time only, between 9.00am and 10.00am. To speak to Fleur call ☎ 03000 418807

Myth buster!

You can create a Personalised Plan from your experience or the outcomes from E&I or Early Years LIFT

Myth buster!

You do not need a Specialist Teacher present to review a Personalised Plan

Myth buster!

If a child is currently known to Portage, and due to start at your setting, you can make a request for SENIF prior to their start or by the end of their first term. Find out how [here](#)

The SENIF Team offer [workshop training sessions](#) on creating Personalised Plans, the Support and Needs sections of the SENIF Request Form and the SENIF Implementation Plan (SIP).