**0-5 SEND Support Service Early Years Inclusion Teacher Offer**

**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.

**Universal**-available to all

* Citywide SENCo briefings: The EY citywide SENDCo briefings are co-delivered by the 0-5 SEND Support Service Manager. Briefings are available to all Early Years SENDCo’s each term.
* Training offer: Training available to book onto for all Early Years settings.
* An Early Years Inclusion Teacher linked to your setting’s locality.
* Queries to the service, available to both parents and professionals, through email: [0-5SEND.SupportService@sheffield.gov.uk](mailto:0-5SEND.SupportService@sheffield.gov.uk) or phone 0114 2736411. The inbox is monitored daily and messages will be directed to the appropriate member of the team.

**Targeted Support**- this is available via consultation request or referral to the 0-5 SEND Support Service from an Early Years setting, other professional or parent/carer. These require parental permission and detailed information on the child’s strengths and difficulties.

**Consultations (Settings only)**

* For one-off contacts and advice, a consultation can be requested. For further information see consultation documents.

**Referrals**

* For a fuller assessment of children with a more complex profile, a full referral form may be submitted.

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

**The criteria for targeted support:**

* All referrals should be made using the 0-5 SEND referral form.
* The child will be presenting with difficulties at Level 3 or above on the Early Years Sheffield Support grid.
* Settings should evidence graduated response and need for interventions above and beyond Ordinarily Available Provision.
* The child is aged 0-5, up to end of FS1. If child is in FS2, and their primary need is not social communication, a consultation from the Locality Teacher can be requested.
* If the child referred is in FS2, and predominantly has social communication needs, please seek support from your ASCETS link teacher.

The referral will be triaged and, if deemed appropriate, will be allocated to an Early Years Inclusion Teacher.

Once allocated, support could include:

* Initial assessment visit
* Termly contacts with setting
* Written records of visit where appropriate
* Attendance at reviews where possible
* Liaison with other professionals
* Allocation of assistant support where appropriate to model strategies and upskill staff
* Signposting for families and practitioners
* Referral to other services as needed

**Closures**

Non-engagement

* A teacher will make 3 attempts to contact the setting following allocation
* If no response is received, a closure email will be sent and the involvement ended.

End of involvement

* The Locality Teacher will close cases as appropriate. Where appropriate, this is following discussion with key staff. Settings will be informed of closures and it is the responsibility of settings to notify families.
* In some cases, it may be appropriate to adjust the support to a monitoring level (Setting To Call). Settings would be informed of this change. Following placement on Setting To Call, no further contact would be initiated by the Locaity Teacher. Responsibility will then fall to the setting to request further support if needed. Cases would be closed if no further contact was made within a specified period.