

## SEN Inclusion Fund Application Form

2025-2026

Please refer to the "Stoke-on-Trent SENIF Guidance" for further information on SENIF funding.

### Section 1: Setting details

Setting Name	
Telephone number	
Setting email	

### Section 2: Child's details

Child's name	
Child's date of birth	
Number of eligible funded hours (please state if stretched)	
Hours child attends	<p>Mon</p> <p>Tues</p> <p>Wed</p> <p>Thurs</p> <p>Fri</p>
Has the child previously attended another Nursery or had Portage?	

### Additional Information

Family in receipt of Disability Living Allowance (DLA)	Yes <input type="checkbox"/> , No <input type="checkbox"/>
Provider claiming Disability Access Fund (DAF)	Yes <input type="checkbox"/> , No <input type="checkbox"/>

### Child's needs

Main area of need	<input type="checkbox"/> Cognition and Learning <input type="checkbox"/> Communication and Interaction
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	<input type="checkbox"/> Social, Emotional and Mental Health <input type="checkbox"/> Physical & Sensory
<b>Description of child's needs</b> <b>(bullet points)</b>	
<b>Details of risks posed by the child's behaviour</b> <b>(e.g. constant climbing requiring a risk assessment)</b>	

**Developmental levels (Stoke Speaks Out Child Development Tool)**

	DATE:	DATE:
Listening, attention and understanding		
Speaking		
Self-Regulation		
Managing Self		
Building Relationships		
Gross Motor		
Fine Motor		

### **SECTION 3: Strategies already in place and their impact so far**

**(see SENIF guidance document for examples)**

<b>Strategy/Intervention</b>	<b>Impact – please give real life examples</b>

**Please attach copies of the child's latest IEP/Pupil Passport/SEN Support Plan showing a complete cycle of Assess, Plan, Do, Review to this application.**

**SECTION 4 – Please show how you are planning to use the additional funding.**

**(see SENIF guidance document for examples)**

**SENIF funding should be focused on developing independence and improving long term outcomes. Insufficient evidence in this box could result in funding not being granted.**

<b>Strategy/Intervention/Resources</b>	<b>Costs</b>	<b>Intended outcomes – please give real life examples</b>

## Section 5: Parental consent

In line with the SEND Code of Practice (2014), settings must work in partnership with parents/carers to establish the support their child needs. Parents/Carers should be informed of and fully involved in making decisions around supporting a child's possible Special Educational Needs and/ or Disabilities.

I understand that my child's setting is requesting additional funding from Stoke-on-Trent City Council to help to support my child's additional needs and agree with the information contained in this application.

Stoke-on-Trent City Council will process personal information included in this document in accordance with the General Data Protection Regulation 2018. For more information please visit

[https://www.stoke.gov.uk/info/20032/our\\_data/157/how\\_we\\_use\\_your\\_personal\\_information](https://www.stoke.gov.uk/info/20032/our_data/157/how_we_use_your_personal_information)

<b>Parent/Carer signature</b>	
<b>Parent/Carer full name (please print)</b>	
<b>Relationship to child</b>	
<b>Date</b>	

## Section 6: Setting declaration

- I confirm that I have read the SENIF Guidance document and all information is provided on this application is true and accurate at the time of completion.
- I confirm that parents/carers of this child are aware of and have agreed with this application.
- I confirm that my EYILS Officer agrees that this application is needed to support the child included.
- I understand that SENIF is subject to scrutiny and monitoring at any time so receipts and invoices for resources or staffing must be kept.
- I understand that the funding awarded must be used to support the child for whom it was given as agreed.
- I understand that I must inform EYILS immediately of changes to attendance patterns that will impact on this funding.

<b>Signature of applicant</b>	
<b>Name of applicant</b>	
<b>Role in the setting</b>	
<b>Date</b>	

Once completed, please email this form to the Early Years Inclusive Learning Service  
[eyils.sp@stoke.gov.uk](mailto:eyils.sp@stoke.gov.uk)