FAO: SEN Assessment Service Manager

**Request for Top-up Funding**

**for a Child or Young Person with SEND**



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| **Child / Young Person’s details** |
| **Legal Surname** |  | **First Name** |  |
| **Date of Birth** |  | **M/F** |  |
| **Home Address** |  | **NC Year** |  |
| **UPN** |  |
| **Setting name** |  | **SENCo** |  |

**Please tick if the child/young person is any of the following:**

[ ]  Pupil Premium [ ]  LAC [ ]  EAL [ ]  Armed Forces Family

**Which services have given advice in support of this application?**

[ ]  Educational Psychology [ ]  Autism Outreach [ ]  Specialist Teaching Services

[ ]  Behaviour Partnership [ ]  Health Service [ ]  Social Care Service

[ ]  Other service (please name)

**What are the child/young person’s areas of need? (Tick all that apply)**

[ ]  Cognition & Learning [ ]  Communication & Interaction [x]  Physical & Sensory

[ ]  Social, Emotional & Mental Health [ ]  Health Needs [ ]  Social Care Needs

[ ]  Other Needs

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| **The reason for this request*** Explain here in brief why top-up funding is needed to meet the child/young person’s needs
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**Training**

Have all staff had training in the child/young person’s area of need?

[ ]  Yes [ ]  No

If yes, what training have they had?

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**Please attach:**

[ ]  SEN Support Plan

[ ]  Report from the service supporting this request

**You may also wish to include:**

[ ]  Provision map or current IEP

[ ]  Annotated timetable showing current levels of support

[ ]  Other recent evidence you consider relevant

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| --- |
| **Signature** |
| **Signed** |  | **Position** |  | **Date** |  |

**Return to:** SEN Assessment & Commissioning Service (SENA) via AnyComms at <https://filetransfer.leics.gov.uk>