

Childcare and Early Years Service P.O. Box 142 | Highlands Campus

P O Box 142 | Highlands Campus St Saviour | Jersey | JE4 8QJ

Request for Involvement Early Years Inclusion Team (EYIT)

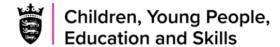
Last updated: June 2023

This form must be discussed with and signed by the child's parent/carer.

Once completed, return to EYIT2@gov.je or post to Early Years Inclusion Team, PO Box 142, Highlands Campus, St Saviour, JE4 8QJ.

Child's Name:							DOB	DD	MM	YYYY	Gender:		
Home address:													
Postcode							Email:	Email:					
Home Phone:						Mobile Phone:							
	Parent	ts/Carer	s Name	s:		Relationship to child:					Parental responsibility?		
											Yes	No	
											Yes	No	
Is the child	Is the child looked after? Yes			s	No	If yes, name of Social Worker:							
Early Years setting attended: (if applicable)													
Days and hours at setting:													
Medical Information: (e.g. hearing, vision, medication, allergies)													
Other professionals involved: (tick where appropriate and attach relevant reports)													
□ Family N	/lentor				□ Paedia	atrician		□ So	cial Ser	vices	☐ Brighter Futures		
☐ Speech and Language Therapy					□ Occup	ational	Therapy	□ Au	udiology	/	☐ Health Visitor		
☐ Family Partnership Worker					□ Physic	therapy	,	□ СА	AMHS		□ Other:		
The child has a 1:1 support worker?				er?	Yes		No	Hou	Hours per week:				
Give a full description of the nature of your concern:													
What approaches have you tried already, for how long and with what success?													
Which service you are looking for (tick one):													
☐ Early Years SEND Support Officer (Home support)													
The state of the s													

FOR NURSERY USE ONL	Υ -	Child's attainment levels Detail the child's chronole		•		_	Development Ma	atters.		
Prime Areas of learning and development	3						ld's level of functioning (e.g. 16-26 months)			
		Making relationsh								
Personal, Social and Emotional Development		Self-confidence and self-a								
		Managing feelings and b								
Physical Development		Moving and handl								
		Health and self-ca								
Communication and Language		Listening and atten								
		Understanding								
		Speaking								
Referrer's details and	l ci	gnature								
Name	. 31	gnature								
Title										
Service/Setting										
Email			Pho	one						
Signature					Da	ite				
Parent/Carer consent		nd signature completed by the Parent	:/Cai	rer in order for the re	eque	st to l	be processed.			
\square I agree to the invol	ve	ment of the Early Years Inc	lusic	on Team (EYIT).						
☐ I have received a c	ор	y of the EYIT Leaflet for Pa	rents	5.						
-		eports produced by EYIT m	-		t prof	fessio	nals from other			
,		details being shared with the eets half termly to discuss					•			
Parent/Carer Name										
Signature			C	Date						
		EOD INITEDNIAL LISE (יואר ע	- Source of original reques	+					
Early Years/Nursery		Parents/Carers		GP						
Primary School		Social Services		SaLT CAMHS		Other	Health			
Secondary School	nool Further/Higher Education EOTAS Other: Reason (tick one)									
Attendance		Social Communication (AS)	2011	Behaviour	Multiple/complex needs					
Learning		Emotional		Sensory (VI, HI, PD)			ch and Language			



Pre-School Forum Terms of Reference

1. Purpose

- To support the coordination and involvement of key local professionals and agencies
- To discuss children who may require close monitoring
- To clarify the nature of a child's special educational needs using the benefits of a multi-disciplinary approach to assessment and intervention
- To identify and plan for those children who may benefit from additionally resourced provision
- To identify, where there is common agreement between parents and professionals, the small minority of children who may have special educational needs that are severe and complex enough for Inclusion and Early Intervention to consider the need for Exceptional Action Assessment

2. Membership

The following people are invited to contribute:

- A representative from the William Knott Child Development and Therapy Centre
- A representative from Speech and Language Therapy
- A representative from the Special Educational Needs Social Work Team
- A representative from the Health Visiting Service
- A representative from Parenting Support Services
- A representative from the Jersey Child Care Trust Inclusion Project
- A representative from the Early Years Inclusion Team (EYIT)
- A Paediatrician/Community Paediatric Nurse
- A Teacher for the Visually Impaired
- A Teacher for the Hearing Impaired
- A representative from the Educational Psychology Team
- An Early Years Advisor
- A representative from the Autism and Social Communication Inclusion Team (ASCIT)

3. Outcomes

- Possible involvement of a range of services represented in the forum
- No further action at this time. Pupil to continue to be monitored and tracked.
- Removal from preschool forum list due to progress made.
- Removal from the preschool forum list due to a Record of Need being issued and monitoring being undertaken through a different route.
- Letter from Head of SEN to the school setting to inform school of the pupil's identified needs.

4. Basic principles influencing Pre-School forum discussions

Pre-school forum representatives will work to the following principles:

- All decision making is consistent and is based on the quality of evidence made available to the forum;
- The most inclusive option appropriate for an individual student is made;
- There is efficient and effective use of resources;
- There is an emphasis and commitment to partnership working
- Not all children are discussed at every forum. When a child is raised and discussed the forum agree the next forum date for discussion to take place again. These decisions are based on individual needs.

- The representative from each service / agency gathers the necessary information from the professionals within their team who are involved with the child and shares this at the forum.
- Up to the year before entering Reception class in school children would be expected to have their needs met via universal and/or targeted services (EYIT). In the year prior to entering Reception children with significant and complex needs may be assessed by specialist services (Educational Psychologist) to advise on educational arrangements. There are very few exceptions to this.

5. Accountability

Outcomes and actions will be confirmed within the forum. An identified person will be responsible for the communication of the outcome and actions where necessary.

6. Working Arrangements

The agenda closes ten working days before the forum and is circulated to representatives. This ensures that representatives can gather necessary updated information from their colleagues ahead of the forum.

7. Sharing Information and Resources

New pre-school notifications which are GPDR compliant can be emailed (inclusion@gov.je) but these must be password protected or hard copies can be sent via internal mail. Please note that they would have to be sent in time to meet the pre-school forum deadline as detailed above.

Should at any time you wish to withdraw consent for your child being tracked and discussed via this forum please email inclusion@gov.je and we will respond within 10 working days.

8. Frequency of Meetings

Meetings will be held at the Education Department once every half term at 9.30 unless stated otherwise.

Meeting dates for 2023 - 2024 are:

15 September 2023 24 November 2023 19 January 2024 1 March 2024 26 April 2024 14 June 2024