Early Years settings can request EP involvement for a child with significant and complex special educational needs. Please work through these steps to find the most appropriate way to request EP involvement:

Has the child been formally notified to your setting by a health professional via a SEND Support Notification?

**YES**

Do you have an up to date SEND Support Arrangements document where the child’s needs, desired outcomes and support currently in place are all clearly documented?

Have you made contact with your Early Years SEND Team who has agreed that EP involvement is required at this time? See contact details overleaf

Do Parents understand why Educational Psychology involvement is being sought and have they given permission for this to be requested? See document “The Role of the EP” on the Local Offer website (same link as in the box below).

Complete the “Early Years Request for Educational Psychology Involvement following a SSN” form available at: www.surreylocaloffer.org.uk → Practitioners → Early Years and Playwork SEND Resources → Responding to SEND Support Notifications and send a copy to your Early Years SEND Team

**NO**

Do you feel that the child requires SEND support arrangements over and above those that could be provided from within the Local Offer, including the use of the Inclusion Fund? (Please refer to the Early Years banding document for further information).

Do you have an up to date SEND Support Arrangements document where the child’s needs, desired outcomes and support currently in place are all clearly documented?

Have you made contact with your Early Years SEND Team who has agreed that EP involvement is required at this time? See contact details overleaf

Do Parents understand why Educational Psychology involvement is being sought and have they given permission for this to be requested?

If felt appropriate, the Early Years SEND Team will issue the form “Early Years Request for EP Involvement” for you to complete and send in to your local EP Team. Please also send a copy to your Early Years SEND Team.
Educational Psychology (EP) Support for Early Years Settings
2017-2018

Questions to Help Decide Whether to Request EP Involvement

1. Is the child a -1 i.e. due to start school this coming September (as EPs prioritise this age group for support)?
2. As a setting, on a scale of 1-5, how concerned do you feel about this child (1 - not concerned at all; 5 – very concerned)?
3. Are parents concerned about their child – where would they rate their level of concern on a scale of 1-5?
4. Is the child making steady progress against the targets set?
5. Are other professionals involved? If so, by implementing their advice and strategies is the child progressing?
6. Do you think the child will need additional support when they move into school (remember schools can put in up to 13 hours support themselves per week)?
7. Do you feel you need additional support to better understand the child’s needs and how to support them?

Contact Details for Early Years SEND Teams:

NB: Please remember to send information securely when it contains confidential information.

South West: SectorSW@surreycc.gov.uk
North West: SectorNW@surreycc.gov.uk
South East: SectorSE@surreycc.gov.uk
North East: SectorNE@surreycc.gov.uk