NHS Birmingham and Solihull

Solihull Metropolitan Borough Council

NHS Black Country

Solihull SEND Early Notification:

An Information Leaflet, Consent Form and Early Notification Form.

For Parents/carers, and professionals.



Table of Contents

What is SEND

What is Early Notification of SEND

Who can complete an Early Notification Form

Why are we considering an Early Notification for SEND

Information sharing

How the Local Authority uses the information given

Potential next steps

Further support/information

The legalities

The Early Notification Form



What is SEND?

SEND stands for **special educational needs and disabilities.** It's a term used to describe learning difficulties or disabilities that make it harder for a child or young person to learn compared to children of the same age.

The Children's and Families Act 2014 states:

xiii. A child or young person has SEN if they have a learning difficulty or disability which calls for special educational provision to be made for him or her.

xiv. A child of compulsory school age or a young person has a learning difficulty or disability if he or she:

- *has a significantly greater difficulty in learning than the majority of others of the same age, or*
- *has a disability which prevents or hinders him or her from making use of facilities of a kind generally provided for others of the same age in mainstream schools or mainstream post-16 institutions*

SEND can affect a child or young person's:

- behaviour or ability to socialise, for example they may struggle to make friends
- reading and writing, for example because they have dyslexia
- ability to understand things
- concentration levels, for example because they have attention deficit hyperactivity disorder (ADHD)
- physical ability

What is Early Notification of SEND?

Early Notification is a form completed by a health care professional to alert the local authority (LA) to a potential child with SEND needs that is under statutory school-age (under 5). The local authority has specialist teams and services available to support children and young people with SEND. By notifying the local authority early to a child or young person that may have SEND it ensures that the child and their family have access to the right support at the right time, so that their needs can be met.



Health services have a statutory obligation (SEND Code of Practice, DfE, 2015, 3.60) to, *'inform the appropriate local authority if they identify a child under compulsory school age as having, or probably having, a disability or SEN (Section 23 of the Children and Family Act 2014).'* A discussion will also be held with the family as part of this process.

The Early Notification process does not act as a referral and does not replace requests for Early Years Team support or for other services .

Who can complete an Early Notification form

The Early Notification process involves health care professionals completing an Early Notification form and sharing this with the Local Authority. This form can be completed by one of the following health professionals, alongside parents or carers.

- Health visiting team
- Audiology
- Community nurse/ family support worker
- Community paediatrician
- General practitioner [GP] /GP surgery practitioner
- Neonatal team
- Ophthalmology
- Paediatrician
- Physiotherapist
- Speech and language therapist
- Occupational Therapist

Why are we considering an Early Notification of SEND?

The purpose of the SEND Early Notification is to ensure that the Local Authority (LA) is aware of children with SEND so that advice, and information can be shared with the family, enabling them to access the most appropriate early years education for their child.

The threshold for a SEND Early Notification is generally agreed to be that the child has severe, complex, and enduring special educational needs which may require support arrangements which are in excess of those that can be reasonably provided within the Ordinarily Available and Local Offer.

- There is no generally accepted right time for a SEND Early Notification to be made. Health colleagues will notify the LA at a time that is appropriate. However, the benefits of

early identification are widely recognised – identifying need at the earliest point, and then making effective provision, improves long-term outcomes for children (SEND Code of Practice, DfE, 2015).

- It is not the function of the SEND Early Notification to serve as a recommendation for a specialist setting, although in some cases a specialist setting may be the most effective way of providing the arrangements for a child.
- The SEND Early Notification is not in itself a request to undertake an Education, Health & Care Needs Assessment.

What information is required for Early Notification?

The following information will be completed alongside the parent/carer as part of the Early Notification:

- Personal information such as name, date of birth and address.
- The needs of the child and how these impact on their development and their activities of daily living.
- Any diagnosis(es) that have been made and the professionals that are currently involved.
- Nursery/School setting.
- Any other information felt to be relevant in agreement with the parents/carers.

What does the Local Authority do with the information?

The early notification will help the SEND local area partnership work collaboratively to support families with young children in Solihull. The information you provide will help us plan and develop early education provision across the borough.

Your child's details will also be added onto a database. This data base will help to project future needs and provisions for the area's future demographic. At this time the Early Notification can be used as information only, and to signpost you and your child/young person in potentially accessing support.

Potential next steps



If your child's early years provider identifies that your child requires additional support, they can discuss with you why they think this is necessary and what support may be available to support your child and yourselves.

Please note that this is not a referral for support. However, we encourage you to visit the Solihull Local Offer, Solihull Family Information Service, and Family Hub webpages for information about the services available. Family Hubs across Solihull offer a wide range of support for families and can also provide help for children with emerging special educational needs.

Further support/information

Family hubs

https://www.solihull.gov.uk/children-and-families/solihull-family-hubs

Local Offer

Solihull Local Offer | Solihull Metropolitan Borough Council

Information, Advice and Support Service (IASS)

Solihull SENDIAS - Family Action

Parent carer forums

Solihull Parent Carer Voice SPCV | Inspiring Positive Change

The Legalities:

As a health professional this is a statutory requirement, therefore consent is not required but a conversation with the parent/carer regarding your opinion, is advised.

Following my duty under Part 3 section 23 of the Children and Families Act 2014, I am: bringing the child to the local authority's attention, who is under compulsory school age, and for whom I have formed the opinion has (or probably has) special educational needs or a disability. This notification is made in accordance with part 3 Section 23 of the Children and Family Act 2014. I

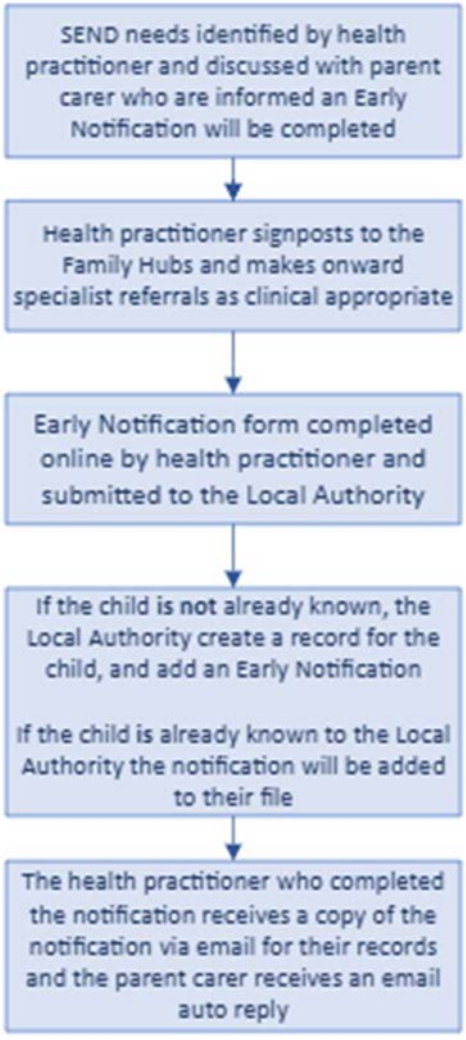
have informed the child's parent/guardian(s) of my opinion and of the duty under subsection (3). I have given the child's parent/guardian(s) an opportunity to discuss their opinion with me.

This information will enable to local authorities' project and monitor the demographics across Solihull, supporting them to deliver access to the right support arrangements at the right time

Section 23 of the Children and Families act -

Children and Families Act 2014 (legislation.gov.uk)
http://www.legislation.gov.uk/ukpga/2014/6/part/3/enacted

Process flow chart



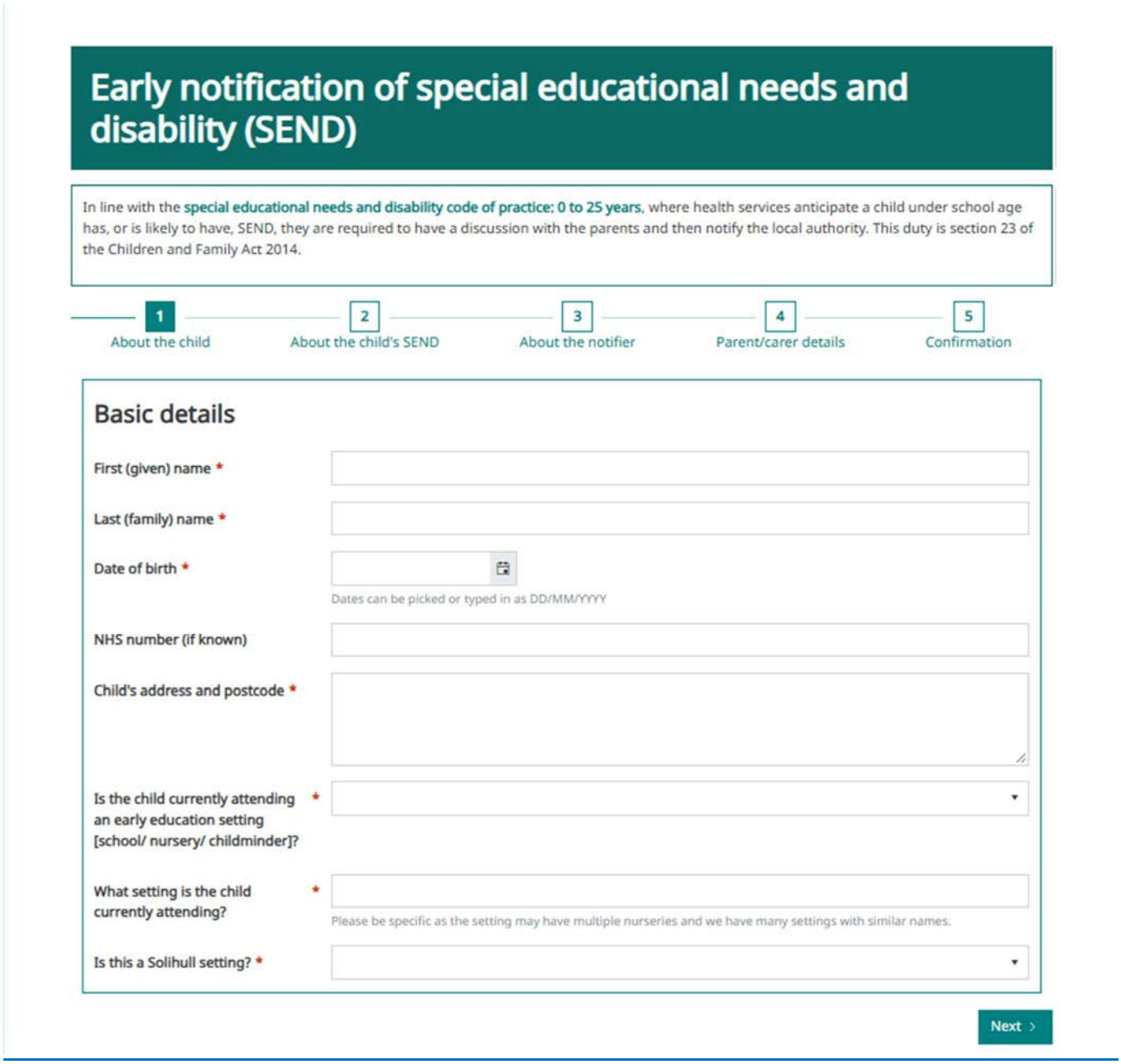
Auto reply to both notifier and parent

Thank you for your notification. Section 23 notifications will help us work collaboratively to support families with young children in Solihull. The information you provide will help us plan and develop early education provision across the borough.
Please note that this is not a referral for support. However, we encourage you to visit the Solihull Local Offer, Solihull Family Information Service, and Family Hub webpages for information about the services available. Family Hubs across Solihull offer a wide range of support for families and can also provide help for children with emerging special educational needs. https://www.solihull.gov.uk/children-and-families/solihull-family-hubs



[Early Notification of SEND Form from Health to the Local Authority]

[Early notification of SEND form link]



Early notification of special educational needs and disability (SEND)

In line with the **special educational needs and disability code of practice: 0 to 25 years**, where health services anticipate a child under school age has, or is likely to have, SEND, they are required to have a discussion with the parents and then notify the local authority. This duty is section 23 of the Children and Family Act 2014.

1 About the child — 2 About the child's SEND — 3 About the notifier — 4 Parent/carer details — 5 Confirmation

Basic details

First (given) name *

Last (family) name *

Date of birth *

Dates can be picked or typed in as DD/MM/YYYY

NHS number (if known)

Child's address and postcode *

Is the child currently attending an early education setting [school/ nursery/ childminder]? *

What setting is the child currently attending? *

Please be specific as the setting may have multiple nurseries and we have many settings with similar names.

Is this a Solihull setting? *

Next >

1 About the child — 2 About the child's SEND — 3 About the notifier — 4 Parent/carer details — 5 Confirmation

Details of special educational needs

What is the child's assumed primary area of need?

Select the assumed primary area of need

Communication development and interaction (e.g. speech, language, social language skills including back and forth interactions)

Cognition and learning (e.g. acquiring and applying knowledge and understanding, executive function, problem solving, literacy, maths, understanding the world)

Social, emotional and mental health (e.g. personal social and emotional skills and development)

Sensory and/or physical development (e.g. gross motor skills, fine motor skills, physical motor development and sensory responsiveness)

Please outline the child's needs and any diagnoses *

Which professionals are currently involved in supporting the child? *

‹ Back

Next ›

1 About the child — 2 About the child's SEND — 3 About the notifier — 4 Parent/carer details — 5 Confirmation

Details of health professional/s completing this form

First (given) name *

Last (family) name

Email address *

Contact number *

Job title *

Area of work *

Select your area of work

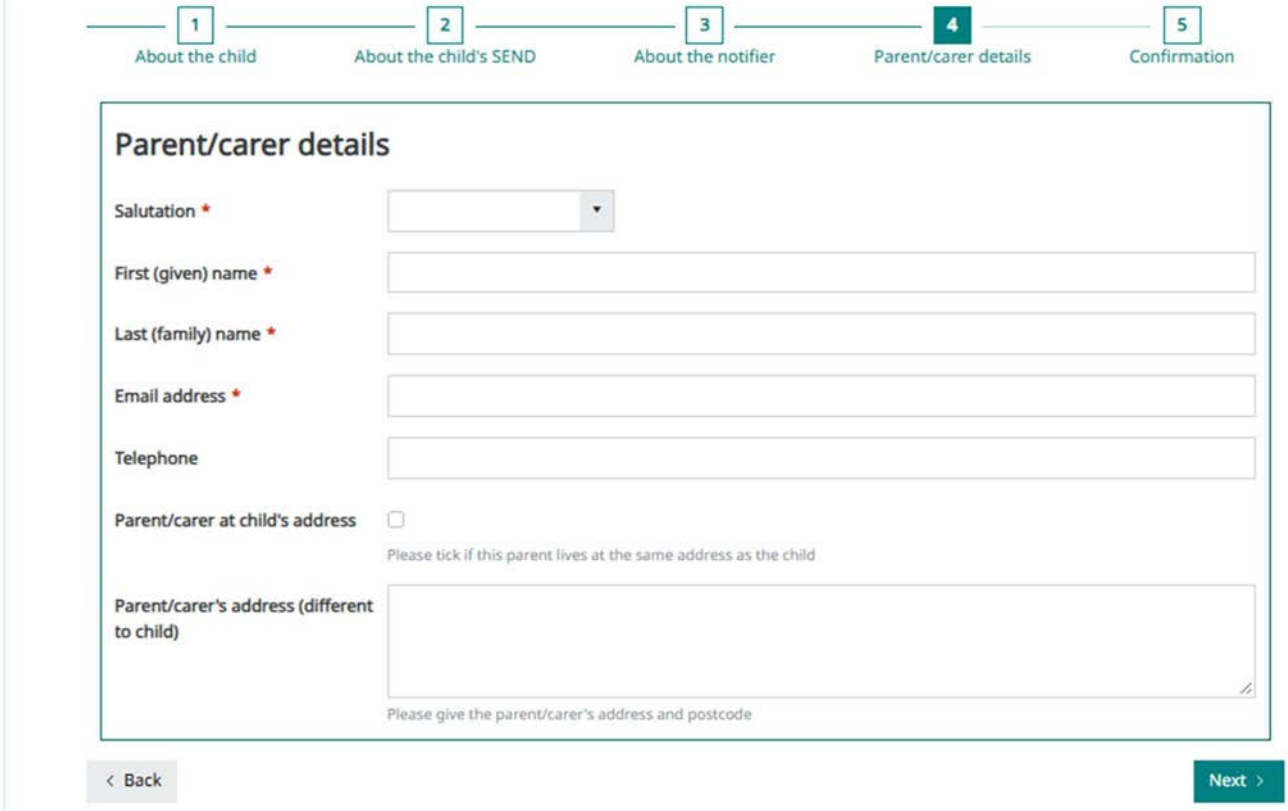
If your area of work is not listed, please select Other and enter the details below

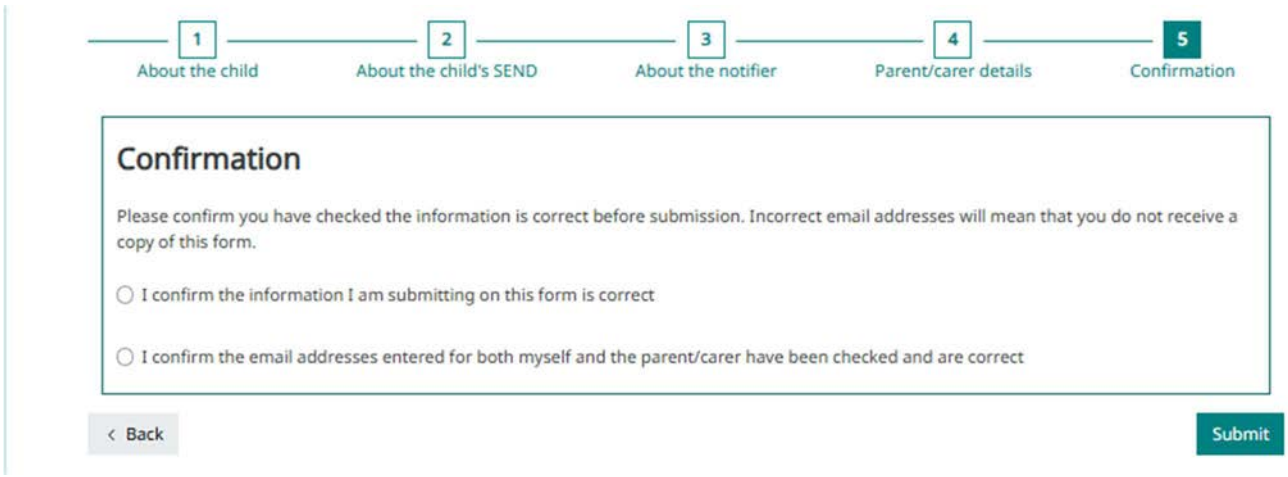
Area of work

‹ Back

Next ›







Section 23 e mail - section23@solihull.gov.uk