  

**Early Support Request For Involvement**

For office use only

|  |  |  |  |
| --- | --- | --- | --- |
| Date Received: |  | Date forwarded: |  |
| Action agreed at meeting: |  | | |

*Where check boxes appear, insert an ‘X’ in those that apply.*

**Identifying Details** – Record details of child aged 0 – 5 years for whom the involvement is being requested

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name  (First name, Surname) |  |  | Also known as/  Previous names |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Male |  |  | Female |  |  | Date of birth |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Address including post code |  |  | Contact  Tel no |  |
| Email |  |  | NHS no |  |

**Ethnicity**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| White British  White Irish  Gypsy/Irish  Traveller  Any other White background\* |  | Caribbean  African  Any other Black/  African/Caribbean Background\* |  | Indian  Pakistani  Bangladeshi  Chinese  Any other Asian background\* |  | White & Black Caribbean  White & Black African  White & Asian  Any other mixed background/multiple ethnic background\* |  | Arab  Any other ethnic group\*  Not given |  |

|  |  |  |  |
| --- | --- | --- | --- |
| \*please specify |  | Immigration status |  |
| Child’s first language |  | Languages used in the home |  |
| Diagnosis if relevant |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Primary Needs Categories**  ***(Please indicate)*** | **Communication & Interaction** |  | **Cognition & Learning** |  |
| **Social, Emotional and Mental Health** |  | **Sensory and/or Physical** |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Is an interpreter or signer required? | Yes | No | Is this child in public care? | Yes | No |

|  |  |
| --- | --- |
| Details of any special requirements  Is there an alert on CareNotes? (for child and their parent/carer)  YES / NO - if yes, please give details of who to contact for further information |  |

**Details of Parents/Carers**

|  |  |  |  |
| --- | --- | --- | --- |
| Full name and Title | Mr/Mrs/Ms/Miss/(Delete as appropriate) | Contact Tel. No |  |

|  |  |
| --- | --- |
| Relationship to child |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Address (if different to child) |  | Parental responsibility? | Yes |  | No |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Full name and Title | Mr/Mrs/Ms/Miss/(Delete as appropriate) | Contact Tel. No |  |

|  |  |
| --- | --- |
| Relationship to child |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Address (if different to child) |  | Parental responsibility? | Yes |  | No |  |

Current Family and Home Situation

(e.g. family structure including siblings, other significant adults etc; who lives with the child and who does not live   
with the child)

|  |
| --- |
|  |

**Strengths And Needs: Please complete where appropriate:**

|  |
| --- |
| **HEALTH: (including development of speech and language, mobility and head control, eating and drinking and sensory development)** |
| **LEARNING**: |
| **EMOTIONAL AND SOCIAL DEVELOPMENT**: |

#### Details of Person(s) Requesting Involvement

Requestors should be aware that these forms are stored and shared and are available for parents/carers to view at any time.

|  |  |  |
| --- | --- | --- |
| Name |  | Contact Tel. no. |
| Address: |  | Role: |
|  | Organisation: |

|  |  |
| --- | --- |
| **Request as outcome of Two Year Check (please tick)** |  |
| **Request as outcome of EYFS Two Year Check (please tick)** |  |

|  |  |
| --- | --- |
| Does this child already have a lead/key professional?  If **yes** please give details: | |
| Name and service |  |
| Contact details |  |

#### Services Working With This Child

|  |  |  |  |
| --- | --- | --- | --- |
|  | | **Name** | **Tel** |
| Safeguarding |  |  |  |
| GP |  |  |  |
| Health Visitor |  |  |  |
| Early Years Setting/School |  |  |  |
| Other services: |  |  |  |
|  |  |  |  |

**Considering the current needs and wishes of the child and family which services are you requesting to become involved? Please check service access information to ensure child meets the criteria**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Speech and Language Therapy**  *(include brisc surveillance sheet and sounds checklist – see page 5)* |  | **EY SEN Team**  *(child needs to have been referred to or already known to a Community Consultant Paediatrician - see page 5)* | |  |
| **SLT Feeding** |  | **SENSS – Physical Disability** | |  |
| **Physiotherapy** |  | **SENSS – Down Syndrome and Complex Health Needs** – *available from Reception age* | |  |
| **Occupational Therapy** |  | **Other** – please specify: |  | |

|  |  |  |
| --- | --- | --- |
| Has involvement from a Community Consultant Paediatrician been requested?  If yes, please give name of requestor | Yes | No |

|  |
| --- |
| **Please indicate what measures have been put in place to support this child prior to making this request? (Please see page 5 for links and suggestions).** |

##### **Further Information Parents / Carers Would Like Others To Know**

**What Do The Parents/Carers Want To Happen?**

|  |
| --- |
|  |

**Consent for information storage and sharing and for request to be made**

Professionals need to work together in order to provide you/your child with the support that is best suited to

you/your child’s needs. They may need to communicate with other organisations who may also be involved

with your child or hold information on them. This may include: Health – e.g. therapists, Health Visitors, GPs;

Education – e.g. Specialist Teachers, School and Pre-School Settings; any Early Years Services already

involved. Please refer to the Oxfordshire County Council Privacy Notice on the Oxfordshire County Council webpage – [www.oxfordshire.gov.uk](http://www.oxfordshire.gov.uk)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| I understand the information which is recorded on this form and that it will be stored and used for the purpose of  providing services to: | | | | | | |
| Me |  | This child for whom I am a parent |  | This child for whom I am a carer |  |

I have had the reasons for information sharing explained to me. I understand those reasons and that I can withdraw consent at any time.

|  |  |  |
| --- | --- | --- |
| I agree to the information sharing as noted above | Yes |  |
| I do not give my consent at this time to share information with the services listed below. (You may be contacted to discuss this further) | No |  |
|  | | |

**Parent’s Signature (Please note certain services require this to be completed and failure to do so may cause a delay)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Signed |  | Name |  | Date |  |

**Requestor’s Signature**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Signed |  | Name |  | Date |  |

Please forward to the Early Support Programme Officer in your area

Email (via a secure system):[**earlysupportoxon@oxfordshire.gov.uk**](mailto:earlysupportoxon@oxfordshire.gov.uk)

|  |  |  |
| --- | --- | --- |
| *NORTH*  *Early Support Programme Officer*  *Ron Groves House*  *23 Oxford Road*  *Kidlington OX5 2BP*  *Tel: 01865 816656* | *SOUTH*  *Early Support Programme Officer*  *Oxfordshire County Council*  *Abbey House*  *Abbey Close*  *Abingdon OX14 3JD*    *Tel: 01865 323555* | *CENTRAL*  *Early Support Programme Officer*  *Oxfordshire County Council*  *Abbey House*  *Abbey Close*  *Abingdon OX14 3JD*  *Tel: 01865 812629* |

**Where to go for help and advice**

SLT

* <https://www.oxfordhealth.nhs.uk/cit/speech-language-therapy/>
* [<http://www.talkingpoint.org.uk/>](https://ican.org.uk/i-cans-talking-point/)

OT

* <https://www.oxfordhealth.nhs.uk/cit/occupational-therapy/>

Physio

* <https://www.oxfordhealth.nhs.uk/cit/physiotherapy/>



Therapists are also available for phone conversations prior to making a request.

EY SEN – The team will only be able to become involved if appropriate **when a child has also been referred to the Community Paediatric service.**

* Settings can contact their link health visitor who will be able to advise. If you need information around a particular child then you will need to have parental consent.
* The Early Support Programme Officers will still be available to help and advise you.
* Access to a “no name” consultation for the EYSEN team is still available. Please call either 01865 323556 or 01865 812628
* The EYSEN toolkit continues to offer you help in the identification and support of children with SEN.

<https://www.oxfordshire.gov.uk/cms/public-site/early-years-sen-toolkit>

SENSS

* <https://www.oxfordshire.gov.uk/residents/children-education-and-families/education-and-learning/special-educational-needs-and-disability-local-offer/support-services-send/support-learning>

**What to include with the request**

SLT

* BRISC Surveillance Sheets ⦁ Speech Sounds Checklist and pictures

 

* Ages and Stages summary sheets

EY SEN

* Clear information of the child’s developmental stage and needs
* Records of what has already been put in place for the child and the impact. (including relevant pages from the Guidance and Procedure section on the Oxfordshire County Council website)
* <https://www.oxfordshire.gov.uk/business/information-providers/childrens-services-providers/sen-support-providers/guidance-and-procedures>
* Information regarding a referral to the community paediatric service.