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| --- | --- | --- | --- | --- |
| **Childs Details** | | | | |
| **Child’s name:** | | **Discussion between: Date completed:** | | |
| **Date of Birth:** | | **Story So Far discussed/in place: Yes/No/Closed**  **Lead Professional:** | | |
| **Age in Months:** | | **Known to Social Care: Y/N**  **Name of Social Worker:** | | |
| **Setting:** | | **Has the child had a 2-year check with Health Visitor? Yes/No** | | |
| |  | | --- | |  |   **Funding accessed 2 yr. 3/4 yr.**     |  | | --- | |  | | | **Are the Child Development Centre (CDC) involved?** | | |
| **Disability Access Fund**   |  | | --- | |  |   Is child in receipt of child disability living allowance and in receipt of 3/4 funding?  **Settings who are including 3/4-year-olds eligible for the DAF will be entitled to receive a one-off payment of £800 per year. The DAF is not based on an hourly rate and is an additional entitlement**. | |
| **Date of discussion:** | | **Are the family aware of the Local Offer?** | | |
| **Childs current developmental progress:** | | | | |
| **SEMH**  Self Confidence & Self Awareness  Making Relationships  Managing Feelings & Behaviour | **C & L**  Listening & Attention-  Understanding  Speaking | | | **Physical/Sensory**  Moving & Handling  Health & Self Care |
| **Points raised / Actions agreed:** | | | | |
| **Parental/Carers comments:** | | | | |
| **Parent/Carers consent: Option 1**  I understand that the setting would benefit from being able to **discuss** my child’s needs with the Early Years SEN Team and other professionals and I give consent.  Signed:    Parent(s) / Guardian with parental responsibility | | **Parent/Carers consent: Option 2**  I do not give permission for my child to be **discussed** with the Early Years SEN Team or any other professionals at this time.  Signed  Parent(s) / Guardian with parental responsibility | | |
| **Processing of personal data**  The Early Years SEN Team will obtain your personal information for the following purpose(s):  • To monitor and evaluate the provision of Parent and Family support and services  • To share with partner agencies where required so that support and services can be accessed by the parent, family, or child.  • To identify the needs of parents, families, and children within the area  The Early Years SEN Team will only keep your personal information for as long as the law specifies or where the law does not specify this, for the length of time we would need to hold onto your personal information having regard to the purpose for which it was obtained, the nature of the information, industry practice and the all surrounding circumstances including historical.  The Early Years SEN Team core data protection obligations and commitments are set out in the council’s primary privacy notice at <https://www.bury.gov.uk/index.aspx?articleid=14237> Their service specific privacy notice provides additional privacy information at <https://www.theburydirectory.co.uk/kb5/bury/directory/advice.page?id=g-Q2zMGqvSs>  Please sign below to acknowledge this information provided. | | | | |
| **Signed:**  **Parent(s) / Guardian with parental responsibility** | | | **Date:** | |