

## **Early Intervention fund: guidance for mainstream education settings**

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### **1. Introduction**

The Children and Families Act 2014 identifies the duties for all organisations that work with and support children and young people with SEND. These duties place the responsibility on Bristol City Council, in partnership with the area's education settings, to identify and meet the needs of children and young people with SEND.

#### **Inclusive practice**

It is expected that all education settings will promote inclusive practices, holding strong moral and ethical principles. There will be evidence of a graduated response to ensure all learners can access the curriculum alongside their peers. Reasonable adjustments will be made to accommodate a range of learning styles and needs.

Please see [SEND Code of Practice January 2015.pdf \(publishing.service.gov.uk\)](#) for full guidance on SEND support and provision.

#### **Ordinarily Available Provision**

The additional needs of most children and young people can be met by **inclusive quality first teaching and reasonable adjustments** from the funding and resources that are already available in their mainstream school or setting. This is known as 'Ordinarily Available Provision' (OAP) - [Ordinarily Available Provision, Bristol's Local SEND Offer](#) provides guidance.

It is important to note that every teacher is a teacher of SEND.

Where there is concern about progress of individual pupils, early intervention and assessment will take place and additional support will be provided from within the setting's OAP.

Additional support, and its impact should, be monitored using an Assess-Plan-Do-Review (APDR) cycle. These cycles should be monitored over a period of 2 terms (10-12 weeks) and shared with the learner and their family. More than one cycle of support may be required and should be delivered from within the settings OAP until no longer needed by the learner.



## 2. Funding for SEND provision

### School budgets:

1. Element 1 approx £4,000 per pupil (AWPU)
2. Element 2 £6,000 (Notional SEND budget)

Ordinarily Available Provision should be provided from the Notional SEND budget (Element 2).

### Additional Funding from High Needs Block – Element 3

1. Early Intervention Fund (EIF) - £1 million overall grant for early intervention support
2. EHCP

This guidance outlines the factors that will be considered when deciding if EIF will be allocated to support a pupil or setting

### The principles of the Early Intervention Fund are:

- Early intervention: to enable settings to provide targeted support to learners to close the gap between them and their peers

- Evidence-based: to fund provision that has a strong evidence base of high impact which leads to increased independence and progress in target areas
- Funding is for short-term interventions that “close the gap” between the learner and age-related expectations.
- Funding will supplement school’s notional SEND funding (Element 2). A whole school costed OAP plan must be submitted with each application to demonstrate how additional funding will add to the current provision.
- Where funding is being requested for an individual pupil, the learner’s support plan provision must be linked to whole school OAP plan to demonstrate the support that has already been put into place for each learner
- Early intervention support will be up to a maximum contribution of £5000 per pupil. This amount will be reviewed annually.
- If requesting funding for an individual pupil, schools should be able to demonstrate the support they have provided to a child through their OAP and the impact of any intervention and support.
- Early intervention funding for a grant will be a maximum of £25,000 per application. This amount will be reviewed annually.
- If requesting funding for a grant award, schools must be able to demonstrate how they allocate their notional SEN budget and how the additional funding will contribute the whole school provision.

### **3.1 EIF Funding criteria for individual funding requests**

Settings can apply for EIF funding for children and young people who:

- Attend any Bristol mainstream primary or secondary setting and live in a Bristol post code
- Are identified as SEN support within their current setting
- Have had at least 2 cycles of APDR with evidence of impact
- Are working at no more than 2 years behind their chronological age in all areas
- Do not have an EHCP or EHCNA
- Are attending on a full-time basis accessing the full age-appropriate curriculum

Settings may **not** apply for EIF funding for children and young people who:

- Have an EHC plan or a live EHC needs assessment
- Have received EIF funding already in their current key stage
- Have had an unsuccessful application to the EIF within the last calendar year
- Are currently in receipt of top-up funding (i.e. a funding package agreed in academic year 2023/24 or before)
- Are not resident in Bristol (as their resident local authority will be responsible for their additional provision)
- Have long term and/or complex needs
- Are working at more than 2 years behind their chronological age in any area
- To address concerns in relation to attendance or to fund off-site provision

### **3.2 EIF Funding criteria for grant funding requests**

Settings may apply for grant funding if they:

- Are a Bristol mainstream primary or secondary setting
- Are requesting funding to develop their OAP within the mainstream school offer
- Are requesting funding for evidence based or recognised good practice intervention
- Are targeting pupils at SEN support level

Funding may be requested for:

- Training or other CPD for staff
- Intervention packages or programs
- Subscriptions eg language link
- Assessment and identification materials and training

Settings may **not** apply for EIF grant funding for:

- Supporting section F provision within an EHCP
- Covering the cost of bespoke provision for an individual pupil
- Educational Psychologist or other professional assessments
- Early years or post 16 provision
- Provision covered through pupil premium or other funding streams
- Provision that is not directly related to SEN
- Setting up enhanced provision spaces for pupils who are educated out of their year group

## **4. Applying for funding**

### **Completing an application for an individual pupil**

The application process for individual pupils has been designed to balance the following principles:

- **Fairness**: the process is transparent and funding is directed to those children and young people in Bristol who can most benefit from additional early intervention
- **Flexibility**: settings can use the funding to put in place support tailored to the needs of individual children and young people
- **Efficiency**: the application process limits the time burden on settings and local authority staff as much as possible.

An online tool – the SEND Support Tool (SST)– will be used to complete applications for EIF. The SST should be used to help identify needs of learners and select the provision used to meet their needs. The SST can be used to create a support plan without the need to submit a funding request to EIF. Regular training sessions for SST will be offered throughout the year and it is strongly recommended that the SENDCO attends this session.

However, if support has been in place for at least 2 cycles of APDR and needs remain a concern, the SST can be used to submit an application for EIF funding.

In addition to completing an assessment using the SST the following must also be submitted with the application:

Mandatory:

- Support plans for at least 2 cycles of APDR, with clearly identified needs and evidence of impact
- A whole school provision map -fully costed
- Funding application request (one page of personal information for payment requirements)

Optional:

- Reports from external agencies
- Advice from professionals such as EP, SaLT, OT
- Evidence of CAMHS/GP involvement

### **Submitting an application for an individual pupil**

Applications will be submitted through the SST.

- The SST will be open at all times.
- Applications must be received by the deadline.
- Application deadlines will be communicated to settings via the Local Offer website.
- Applications will be reviewed by a moderation panel to ensure the set criteria have been met.
- Settings will receive a decision within two weeks of the review meeting. If the application is rejected or funding is partially allocated, settings cannot appeal the decision, but feedback for the decision will be given.
- If the application is successful, settings sign a funding agreement and receive funding within one month of the funding decision.
- Funding will be paid in full within four weeks of the decision.

### **Completing an application for grant funding**

The application process for grant funding is to enable schools to develop ordinarily available provision, targeting early identification and intervention.

Applications for funding should:

- Set out a clear rationale for the funding request
- Give details of what the planned intervention will provide, including a full breakdown of costs
- Demonstrate how it will enhance the school's current OAP
- Be based on evidence-based intervention or have clear evidence of good practice
- Outline plans for measuring impact over time
- Provide information outlining how many pupils will benefit from the intervention
- Link directly to the school's whole school provision map

## **Submitting an application for grant funding**

An application form and whole school provision map must be completed and submitted to the EIF email account. [EIF@bristol.gov.uk](mailto:EIF@bristol.gov.uk)

- Applications must be received by the deadline.
- Applications deadlines will be communicated to settings via the local offer website.
- Applications will be reviewed by a moderation panel to ensure the criteria have been met.
- Settings will receive a decision within two weeks of the review meeting. If the application is rejected or funding is partially allocated, settings cannot appeal the decision, but feedback for the decision will be given.
- If the application is successful, settings sign a funding agreement and receive funding within one month of the funding decision.
- Funding will be paid in full within four weeks of the decision.

## **5. Decision-making and managing the annual budget**

The EIF will have a fixed budget each term to ensure there is funding available throughout the academic year. It is important to note that the funding is apportioned from the High Needs Block and a total fund of £1m has been allocated as the maximum overall grant.

If the full amount of funding has not been allocated at a panel, remaining funding will be carried over to the next panel. If the funding requests exceed the funds available, applications will be prioritised according to the following criteria in this order:

Applications for individual pupils will be reviewed before grant funding applications.

Schools that have not already received grant funding within the academic year will be prioritised over those who have already received funding.

### **Individual pupil requests**

- Children known to a social worker
- Learners receiving pupil premium
- Children of a member of the armed forces

### **Funding grants**

- Percentage of pupils with an EHCP
- Percentage of pupils with pupil premium
- The approximate cost per pupil of the intervention eg £10,000 grant providing support to 20 children cost £500 per pupil, this would be prioritised over a grant of £20,000 for 10 children

The SST will automatically limit SENCOs to selecting types of provision that has been pre-approved as eligible for EIF and up to a limit of £5000.

Applications will be reviewed by the Inclusive Learning Service officers. Decisions will be based on accurately identified needs, appropriate evidence-based provision and impact of the intervention against set outcomes.

## 6. Exceptions

The council will occasionally make exceptions to the above criteria to achieve the best outcomes for a child or young person. The panel will use their professional discretion, knowledge of the setting and understanding of the individual's specific needs in these instances.

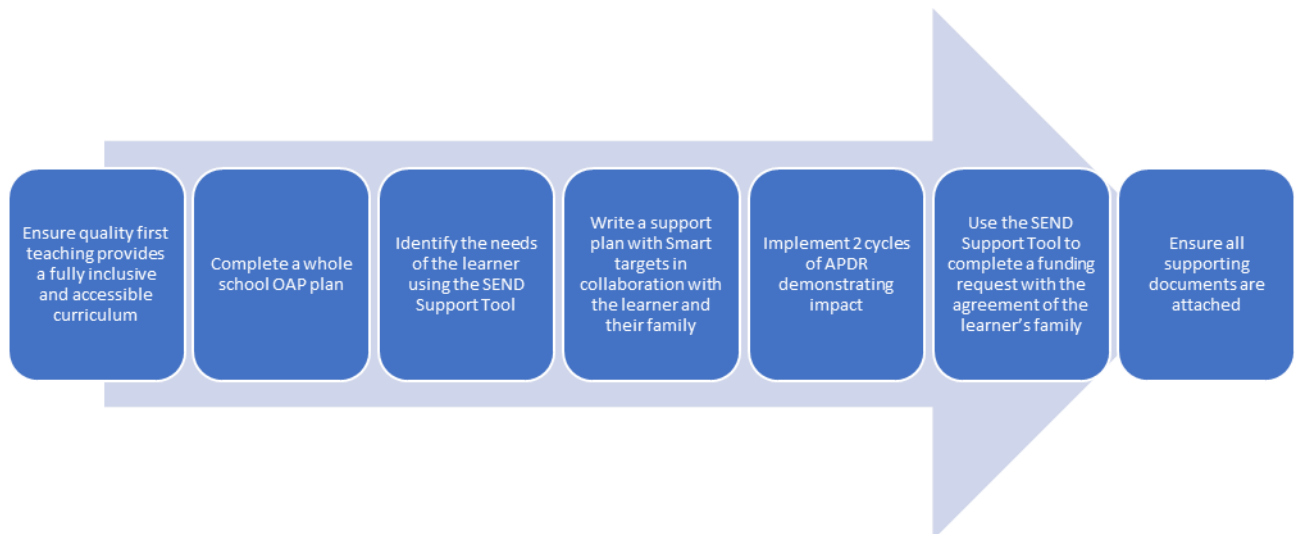
## 7. Monitoring

Feedback from the EIF manager will be provided on all applications.

Monitoring: The impact of EIF will be monitored to ensure it is used as effectively as possible. A feedback form will be collected at the end of each academic year in relation to each learner who has received EIF award.

Settings receiving awards for a high number of pupils or for a grant funding application will have a monitoring visit with a member of the Inclusive Learning Service at 6 months and 12 months to evaluate the impact of EIF. If grant funding is not allocated in line with the original request, the Local Authority may seek to retrieve the grant.

## 8. SEND Support funding steps for individual pupil funding



## 9. Funding steps for grant funding applications

