

The new Early Years Inclusion Process (EYIP)

Information for Early Years Providers and Childminders

Background

In Worcestershire we have co-produced a [definition of Inclusion](#) that we support all educational settings, including Early Years providers, to work to. Central to this, is the implementation of the [Early Years Graduated response](#) which incorporates an Early Help offer.

The Inclusion Team encourages providers to take responsibility for making changes to their provision to meet the needs of the children in your care. The inclusion team can support the development of inclusive practice by advising on:

- supporting early identification and intervention
- observations and planning for children with SEND
- role of Special Educational Needs Coordinator (SENCo)
- guidance on Individual Support/Educational Plans and Provision Maps
- visual aids and strategies
- strategies to support specific areas of development
- behaviour management for children with SEND
- support with liaison with parents for consistency of approach
- guidance on SEN policies required within early years settings
- support with and signposting to a range of professionals and specialist agencies
- support with transition

You can find out more about funding opportunities, the support available to parents of children with additional needs and view our useful resources for inclusion booklets and leaflets.

What are the purposes of the Early Years Inclusion Process?

The new Early Years Inclusion Process (EYIP) is designed to support settings implementing the graduated response by providing additional support for children, families and settings. Typically, health providers will make the initial notification to the EYIP when SEND is identified. However, Early Years' providers can also notify EYIP when the reviews of the graduated response indicate that despite high levels of support being provided and/or the use of specialised strategies and resources, a child is making limited progress in specific or across all areas of development. This is typically identified through the EYFS Early Support Levels (tracking templates can be found on the [Early Years Inclusion Team Website](#)).

All Early Years providers are able to notify the Local Authority of a CYP that may have SEND needs that require additional levels of support and/or provision and this is done through the new [Early Years Inclusion Process notification process](#). All Early Years providers should have access to the portal (if not this can be requested) and on this the notification form can be found.

The decision to notify the Early Years Inclusion Process must be discussed with parents prior to submission and they will be requested to complete a parent questionnaire. This parent questionnaire can be completed at the time of submitting the notification, and this will lead to shorter timescales between notification and outcome.

What happens after a notification is submitted?

When a notification is received it will be triaged by the Early Years Area SENCo team and is dependent on the needs and evidence presented, one of the following outcomes may result:

- Needs can be met by EY Provider. Overview of inclusive provider support from the Early Years Area SENCO team.
- Additional child specific support will be provided by the Inclusion Support Service. A referral will be made to the Physical Disability Support Service (if this had not been done already).
- Additional provision is required e.g. access to a nursery assessment unit

If needs change over time further notifications and updates can be made to the Early Years Inclusion Process to ensure that the right support and services are in place to meet needs.

How will we be notified of the outcome?

An email/letter will be sent to the referrer to provide them with the outcome of the EYIP and provide them with additional signposting if required.

What happens next?

This depends on the outcome. If the outcome is that Inclusion Support Services will become involved, a member of the team will be in contact as soon as possible following the outcome letter to arrange their involvement. If the decision is that needs can be met in the universal offer it is expected for the setting to continue with their graduated response. Please contact eyinclusion@worcestershire.gov.uk if you have further specific queries.

Make an Early Years Inclusion Notification

Please follow the link below which will take you to the portal to submit an Early Years Inclusion Notification.

[Portal Health/Provider Notification Form \(worcschildrenfirst.org.uk\)](https://www.worcschildrenfirst.org.uk)