

Early Years SEND Team

Guidance for Early Years Settings

Working together to support early identification, strengthen inclusive practice and ensure every child gets the right support at the right time.



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Every
child
belongs



Our role

The Early Years SEND Team provides specialist advice, guidance and targeted support to help early years settings meet the needs of children with SEND as early as possible. We work alongside settings to build knowledge and confidence, strengthen inclusive practice and support effective SEND provision.



How we support settings

- ✓ Listen and understand the child and setting context
- ✓ Identify needs and strengths
- ✓ Agree priorities and intended outcomes
- ✓ Provide practical, evidence-informed advice and targeted support
- ✓ Review progress, impact and next steps



From referral to outcomes

1



Submit a referral

The setting submits a referral outlining the child's needs and support already in place.

2



Triage & review

The referral is reviewed and the most appropriate support pathway is identified.

3



Advice or EY-TSP

Support is provided through Advice Clinics or the EY Targeted Support Plan.

4



Targeted support

If EY-TSP is agreed, priorities and strategies are planned and implemented.

5



Review & next steps

Progress and impact are reviewed and further support is agreed if needed.



What settings remain responsible for

- ✓ Observe and identify needs promptly
- ✓ Use the Graduated Approach: Assess, Plan, Do, Review
- ✓ Deliver inclusive practice and reasonable adjustments
- ✓ Coordinate SEN support and work with families
- ✓ Implement agreed strategies and review outcomes



Our Support Model

Support typically includes three collaborative visits:

- 1 Visit 1 – understand the child in context and agree priorities
- 2 Visit 2 – strengthen practice, model approaches and refine strategies
- 3 Visit 3 – review impact, agree next steps and update or conclude the EY-TSP.



The EY Targeted Support Plan

The EY-TSP is a collaborative planning tool used to identify priorities, agree practical strategies, clarify roles and record progress. It complements the setting's existing graduated approach and is time-limited, usually up to 12 weeks.



Contact the Early Years SEND Team

- ✉ earlyyearssendteam@croydon.gov.uk
- 👥 **Your EY SEND Locality Lead**
Contact your Locality Lead for advice and to discuss support.
- 🕒 **Response time**
We aim to respond to all emails within 5 working days.
- 🌐 **Useful documents**
Croydon Local Offer or Family Space website.



EARLY YEARS SEND TEAM



PLAY
LEARN
BELONG



SUPPORT
INCLUDE
THRIVE



A BRIGHTER
TOMORROW

**CROYDON
COUNCIL**

Delivering for
Croydon