Pathways for Equipment at School and Home (For use only by Health, Social and LA SEN Advisory Staff working with the child or young person)

1. Pathway for school aged children with an EHCP who require equipment for school:

School aged children with an EHCP who require:

- Seating for school
- Hoists / slings / toileting equipment for school



Check existing stocks¹ for equipment availability



Complete equipment form and send requests to

SEN EHCP Panel²

(Via the relevant SEN case officer or sen@hounslow.gov.uk AND SEND FORM TO Sukhi.Sian@hounslow.aov.uk



SEN EHCP Panel approves, requests further information or rejects request

SEN case officer advises Sukhi Sian if approved If request is rejected SEN case officer to feedback outcome to professional that submitted the request



If approved by SEN EHCP Panel – arrangements for equipment to be provided made by the SENSS Team¹

¹ Stock Check – contact SENSS Team - Sukhi Sian on 0208 583 2874 or email: sukhi.sian@hounlow.gov.uk. If approved will be ordered by SENSS. ² SEN EHCP Panel meets weekly

2. Pathway for equipment needed for health needs or home

All children who require:

Standing frame

Walker

Positioning equipment

Home toileting

Home hoists / slings

Home seating

Other home equipment



Check stocks first for equipment availability

(Professionals who work for HOUNSLOW Health or Social Care have a Medequip Pin to be able to access the catalogue and stores.)



Complete equipment form and send requests to

Health / Social Care Joint Equipment Panel³

(Via Dawn Pipe <u>dawn.pipe@hounslow.gov.uk</u>)



Health /Social Care Joint Equipment Panel approves, requests further information or rejects request

Outcome disseminated



If approved

Health /Social Care Equipment ordered and delivered via a company called Medequip.

³ Health / Social Care Equipment Panel meets once a month

3. Pathway for equipment needed for children under 5's attending PVI or Childminder / at SEN Support:

Under 5s attending PVI or Childminder



For those at **SEN Support**



For those children undergoing Statutory Assessment or **have** an **EHCP**



Request for SEN Inclusion Funding

using SEN Inclusion Fund
Specialist Equipment Request
Form (requests will only be
considered from health
professionals / specialists)



Check stocks first for equipment available to recycle.

Contact Sukhi Sian on 0208 583 6334 or by email **sukhi.sian@hounslow.gov.uk**



Request to be emailed to seninclusionfunding@hounslow.gov.uk or posted and must include specifications of equipment being requested including cost

Stocks to be checked before request will be considered



Complete equipment request form and send request to

SEN EHCP Panel

(Via the relevant SEN case officer or sen@hounslow.gov.uk AND ALSO COPY IN TO Sukhi.Sian@hounslow.gov.uk



If approved by SEN Inclusion Fund Panel – arrangements for equipment to be ordered will be made by the EY SEN Team in liaison with health professional / specialist



If approved by SEN EHCP Panel – the decision will be communicated by the SEN CASE OFFICER

And arrangements for equipment to be provided made by the SENSS Team

4. Pathway for children without an EHCP (but known to SENSS) and require equipment for school use:

Children without an EHCP and known to SENSS who require:

- Specialist educational materials to provide to a child e.g. Posturite boards, Therapy wedge, Specialist keyboards
-) Specialist equipment required by the Advisory Teacher



Check existing stocks¹ for equipment availability



Complete equipment form and send request to SENSS Manager, Alika Gupta and copy to Sukhi Sian Alika.Gupta@hounslow.gov.uk
Sukhi.Sian@hounslow.gov.uk



If approved by the SENSS Manager - arrangements for equipment will be made by Sukhi Sian and will be provided to the SENSS member of staff

¹ Stock Check – contact Sukhi Sian on 0208 583 2874 or email: sukhi.sian@hounlow.gov.uk. If approved will be ordered by Sukhi.