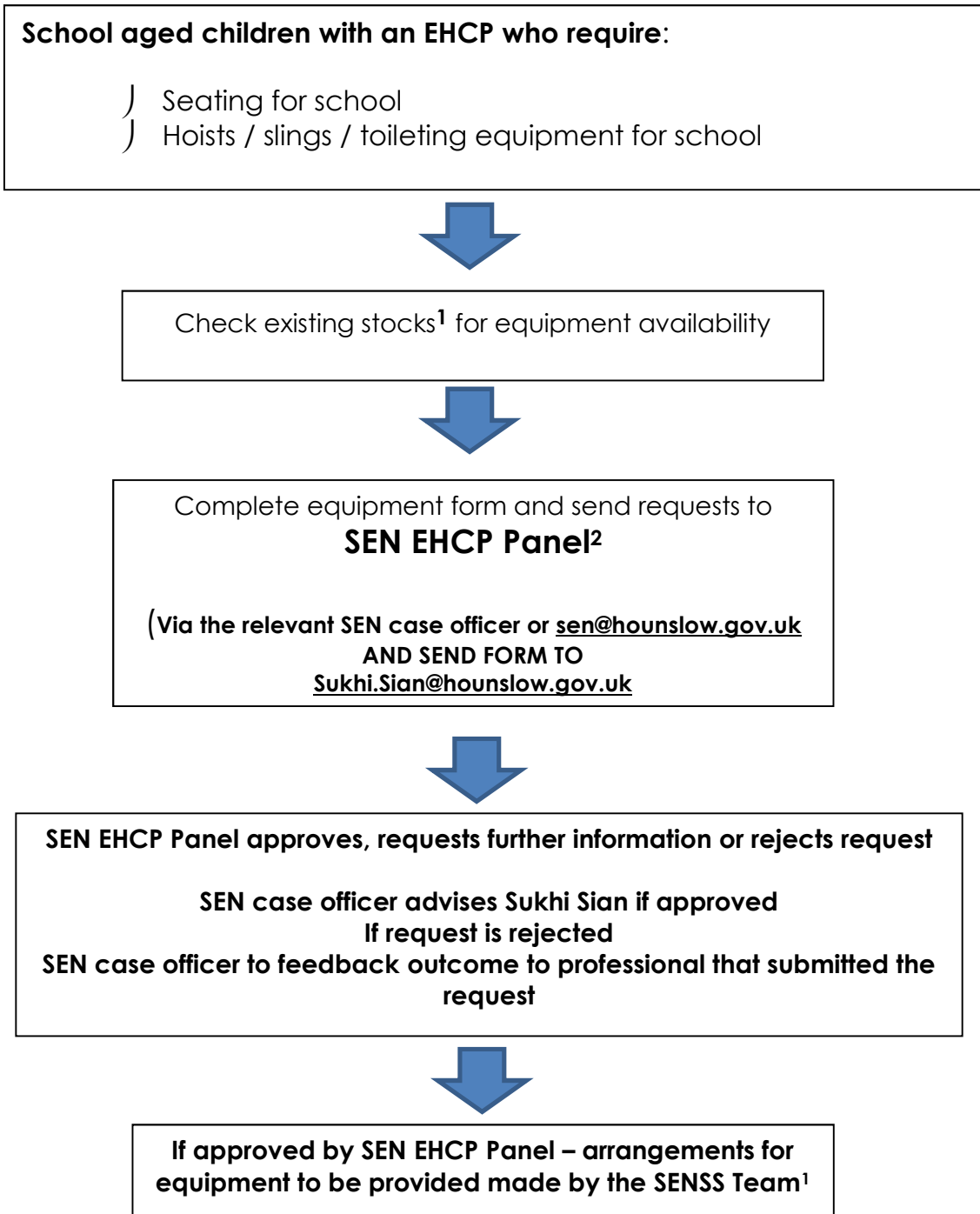


Pathways for Equipment at School and Home
(For use only by Health, Social and LA SEN Advisory Staff working with the child or young person)

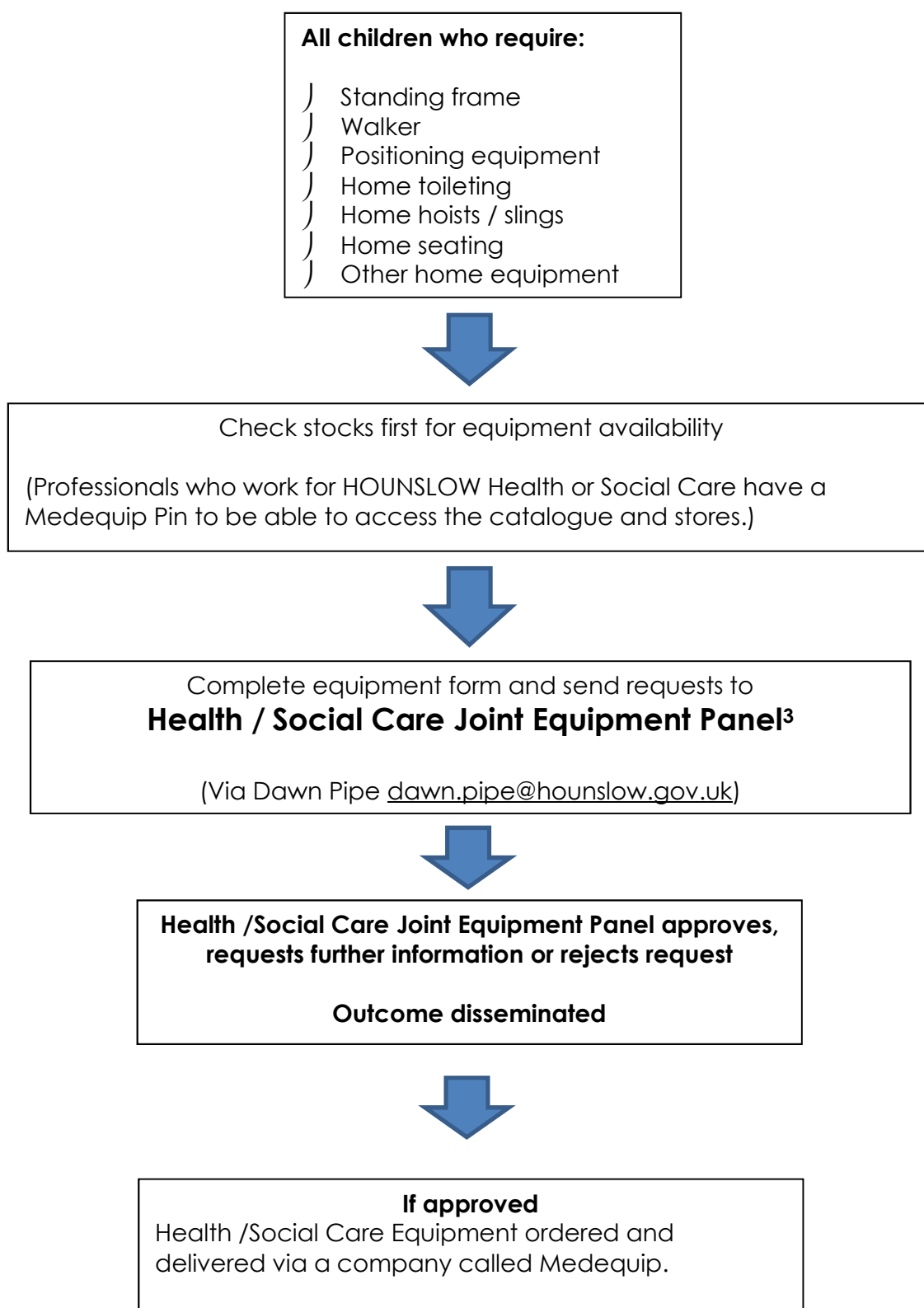
1. Pathway for school aged children with an EHCP who require equipment for school:



¹ Stock Check – contact SENSS Team - Sukhi Sian on 0208 583 2874 or email: sukhi.sian@hounslow.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



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:

- J Specialist educational materials to provide to a child e.g. Posturite boards, Therapy wedge, Specialist keyboards
- J 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@hounslow.gov.uk. If approved will be ordered by Sukhi.