

**Early Notification of SEND**

**Please use this template to notify the Local Authority of children under compulsory school age who have been identified by a health care professional as possibly having Special Educational Needs or Disability (SEND)**

Section 3.46 SEND Code of Practice

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| **Child’s Personal Details** |
| **Name:**      **D.O.B (Could be notification of unborn child):**      **NHS Number:** **Gender: Male/Female**      **Ethnicity:**      **Address:**       |

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| **Parent/Carers Personal Details** |
| **Name(s):**      **Address (es)**      **Name(s):**      **Address (es)**       |

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| **Is English the family’s first language? Yes/No**      **Is an Interpreter required? Yes/No**       |

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| **Details of Nursery/School/or other education setting** |
| **Setting:**      **Address:**      **Contact Person:**      **Telephone number:**      **Email address:**       |

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| **GP details** |
| **Name of GP:**      **Address:**      **Contact details:**       |

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| **Description of possible Special Educational Need**For example: (list is not exhaustive) medical diagnosis with known developmental delay, sensory impairments, referrals to specialist health services, etc. |
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| **Health Care Professionals Details** |
| **Name:**      **Occupation:**      **Address:**      **Contact Details:**      **Telephone number:**      **Email:**       |

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| **Date completed:**       |
| **Please confirm that you have informed the parent/carer that you will be submitting this notification to the Local Authority. Yes** |
| **Please note, consent is not necessary to inform the Local Authority of possible SEND, however it is necessary for the Local Authority to make contact with the family or setting.**  |
| **Signature of parent/carer or name if verbal consent:**  |

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| Please forward to the Specialist Teaching Service for your local area: Inclusion.east@lancashire.gov.ukInclusion.south@lancashire.gov.ukInclusion.north@lancashire.gov.uk |

Notification Template shared with Parent/Carer & Child/Young Person as appropriate

Health Care Professional discusses initial assessment that ‘something is not right’ – advise parent/carer of concern that child or young person has SEN & that LA will be notified as required by The Children & Families Act

Health Provider identifies a baby/infant/child/young person who could have Special Educational Needs

Notification Template completed with Parent/Carer

Feedback received from Local Authority is shared with Parents/Carers.

Details forwarded to LCC inclusion.east@lancashire.gov.uk, inclusion.north@lancashire.gov.uk, or inclusion.south@lancashire.gov.uk using notification template

Details forwarded to the Local Authority (named person required) using notification template