

# Early Years Exceptional Funding Monitoring Form

**Please note: Exceptional Funding will be awarded for the term it is applied in and for the remaining term or terms in the academic year.**

 **Funding will be with-held until this form is returned.**

|  |  |
| --- | --- |
| **Name of child:** |  |
| **Date of birth:**  |  |
| **Childcare Setting:** |  |
| **Term:** |  |
| **Name and contact details of any other professional or agency supporting the child:** |  |
| **Please name Inclusion Officer involved:** |  |
| **Paperwork that is in place to support the child's provision.****Please upload the documents stated via the Children’s Secure Portal:** | Most recent Individual Education Plan / Individual Provision Map / Individual Support Plan downloadable from:<https://www.worcestershire.gov.uk/WCFEducationServices/info/31/early-years-inclusion/67/early-years-inclusion-z-resources/7> EYFS Early Support Overview tracking document downloadable from:<https://www.worcestershire.gov.uk/WCFEducationServices/info/31/early-years-inclusion/67/early-years-inclusion-z-resources/3>  |
| **Please list any other setting the child attends:** |  |
| **Details of child's NEF hours claimed at your setting:** | Hours per day: Number of weeks:Sessions per week: Stretched Funding: Yes / No |
| **Please detail the main activities (provision and strategies) that have been put in place in the following areas:****Setting (e.g. environment)****Child****Staff** |  |
| **Impact on setting / child / staff** |  |
| **Please confirm that additional staffing has been put in place:** | Yes / No Hours of 121 provided per week: |
| **Parental comments on provision:** |  |
| **Parent signature:** | Date: |
| **Setting signature:** | Date: |

**Please upload securely to the WCC Children’s Services Secure Communication Portal (to the Early Years Inclusion team) on the following link:**

[**https://capublic.worcestershire.gov.uk/ChS\_Theme/NoPermission.aspx**](https://capublic.worcestershire.gov.uk/ChS_Theme/NoPermission.aspx)

**Documents that MUST be provided:**

**Early Support Tracking Overview / Individual Planning Document / Proof of additional staffing**

**Inclusion team helpline: 01905 843 099**

[**http://www.worcestershire.gov.uk/WCFEducationServices/info/31/early-years-inclusion**](http://www.worcestershire.gov.uk/WCFEducationServices/info/31/early-years-inclusion)

**Monitoring Form must be returned prior the terms ACTUAL NEF Payment run. Failure to do so will result in delayed payment.**