

- Providing advice and practical support for the identification, assessment and intervention in line with the SEN Code of Practice.
- Developing and delivering a variety of Inclusion based training.
- Providing support to SENCOs in adhering to the SEN policy ensuring all setting policies are inclusive.
- Developing and disseminating good practice.
- Supporting SENCOs to manage their roles and responsibilities.

### Additional Funding

Where settings are caring for children with additional support needs, there may be funding available. Funding is not intended to pay for the child's placement but can be used as a contribution towards the following:

- A flexible staffing approach
- Access to specialist training
- Specialist resources.

The setting will need to speak to their Area InCo to investigate this.

Further information is available either from the setting your child attends or, for more general information, please visit

**[www3.hants.gov.uk/childrens-services/childcare/parents/parents-sen/area-inco.htm](http://www3.hants.gov.uk/childrens-services/childcare/parents/parents-sen/area-inco.htm)**



### Address

Attach Local Office details here.



## The Area Inclusion Co-ordinator Service

A parent's guide



**Hampshire**  
County Council [www.hants.gov.uk](http://www.hants.gov.uk)

# The Area Inclusion Co-ordinator Service – A parent's guide

## Introduction

As a parent, you know your child best and will be aware of how he or she is growing and developing. Sometimes, as a parent, you may become concerned about your child's development and, when this is the case, it is helpful to know who you can go to for support.

You can contact your GP or health visitor to discuss your worries and they will be able to help you decide whether further support is needed. Alternatively, if your child attends a childcare setting, such as a childminder, or an early years setting, such as a nursery or pre-school, you may wish to discuss your concerns with them.

Every pre-school or nursery is required to have a special educational needs co-ordinator (SENCo). This person is a specially trained member of staff who co-ordinates the care of children with additional needs within the setting.

Early years and childcare settings also receive support from an Area Inclusion Co-ordinator, whose role is to work with the settings to ensure all children, whatever their needs, can be included in a full range of activities and learning experiences.

## The Special Educational Needs Co-ordinator (SENCo)

The role of the SENCo is crucial for early years settings in supporting early identification and intervention for children with special educational needs and will be a useful contact for you if you have any concerns about your child's development. The SENCo's responsibilities include:

- Co-ordinating a setting's recording i.e. individual education plans (IEPs).
- Ensuring close working relationships with parents.

- Ensuring liaison with outside agencies with respect to a child's additional needs.
- Helping to ensure smooth transitions for children.

## The Area Inclusion Co-ordinator (InCo)

The role of the Area InCo is to empower all SENCos working in early years settings to develop an inclusive early learning environment and to help them support children.

## Support for early years settings

Area InCos will support the SENCo by providing advice on general group management for children with additional support needs as well as individual programmes and advice about who to go to for help. This will include: