**SEN Support Grid Guidance**

The SEN Support Grid allows you to demonstrate how your notional SEN budget has been used to support students at a ‘School Support’ Level. This provides a degree of accountability relating to the support being provided, alongside being able to see how your school’s SEN budget is being spent.

Based on the school age SEN Support Grid and Bradford Range model, establish what Range the young person is functioning at. Then, complete the SEN Support Grid for that Range, detailing what support you are putting in place. Please also include the dates that previous Ranges commenced, to show a graduated response, if applicable, where a child’s needs have increased over time.

The level of funding which corresponds to the varying Ranges can be found on the vertical axis of the chart. This is a cumulative total that is raised upon reaching each Range.

If this form is completed whilst open in Microsoft Excel a cumulative total will automatically combine support costs at the bottom of each range column.

**Please include your calculations when working out the cost of provisions.** Below are some common calculations and examples that may be useful when assessing your school’s interventions and support.

**Common Calculations:**

* A pupil has access to a share of an additional adult within the classroom for the entire school week. This formula would be:

**TA Yearly Salary ÷ Number of Children in the Class**

£12,500 ÷ 30 = £416.67

**TA yearly salary must include all on costs**, such as the pension contribution paid by the school. This can be calculated by adding a further 25% of the TA’s salary onto the Yearly Salary figure and should be used in all calculations.

This final figure of £416.67 is the yearly price of the support for that child.

* A pupil receives a Springboard Maths Intervention every day for 30 minutes, along with 3 other students, led by a Teaching Assistant. The required formula would be:

**TA Yearly Salary ÷ Children in Group x % of the Week**

You need to calculate the proportion of the school week the child receives that intervention for,

30mins x 5 days a week = 2.5 hours

The total time children spend in school may be approximately 27.5 hours per week (eg: 5.5 hours a day, from 9-3:30 with an hour for lunch). Thus, the % of intervention time would then be worked out as:

2.5 ÷ 27.5 x 100 = 9 *(rounded to the nearest whole number)*

Therefore, the pupil spends 9% of the school week attending this Springboard Maths Intervention.

So the final formula would be:

**TA Yearly Salary ÷ Children in Group x % of the Week**

£12,500 ÷ 4 x **0.09** = £281.25

**Please ensure the % is inputted into the calculator as a decimal (9% = 0.09).**

The provision for one individual child would cost £281.25 for a year; however this price does not cater for any resources that have had to be bought in for use within the intervention sessions. These additional costs would also have to be listed and priced within the provision for that Range.

* Some schools may use some of their budget to purchase involvement from an external service, such as an Educational Psychologist or Speech and Language Team. If you bought in 2 x 3 hour EP sessions at a price of £250 a session, the formula would be:

**Cost of session x sessions per year**

£250 x 2 = £500

* Your school may have purchased a specialised intervention computer programme that you intend to use with 6 specific pupils, including the individual who the SEN Support Offer is being completed for.

**Cost of intervention ÷ number of children**

**Frequently Asked Questions:**

1. **The child I am filling out this grid for has initial needs judged to be in Range 3. This has been an immediate development of needs, and we have not needed to put in place provisions within Range 1 and 2 in the past. How do I complete the grid?**

You are only required to complete the Range where the child’s needs currently fall at, and the provisions you have put in place to support these. Dates are also needed for when funding for the previous ranges commenced.

However if your child has only accessed support from Range 3, please write N/A in the previous Range dates.

Please only apply for a funded MSP if the child has needs that lie within Range 3, across multiple areas, such as Cognition and Learning, Communication and Interaction and Sensory and or physical.

1. **How do I print the document?**

It is easiest to complete the document electronically, whilst open in Microsoft Excel, as a cumulative total is at the bottom of each range, which fluctuates with relation to the costs which have been inputted.

When printing the document, ensure the selected paper size is **A3** and also that the page orientation is **landscape**.

1. **How do I account for the support provided within Range 0, the Universal Offer?**

The support the school provides for all children as part of the Universal Offer, does not need to be accounted for and calculated. You can leave this Range blank, when completing the Excel Document.