

**SENIF Processing Timeline  
Including Submission Deadline Dates  
2025-26**

Term	Census	Cohort Summary Application Deadline	Administration For SENIF panel/team Incl eligibility checks	SENIF Panel Agree/Decline	Returned Cohort Summary	Payment
Spring Term 2025	15 <sup>th</sup> January 2026	Friday 16th January 2026	w/c 19 <sup>th</sup> January 2026	w/c 26 <sup>th</sup> January 2026	w/c 26 <sup>th</sup> January 2026	Approx 22 <sup>nd</sup> February 2026
Summer Term 2025	TBC (usually informed in the Spring Term)					

**Cohort summary** must be submitted by the end of the working day on the Friday.

**Census** you are responsible for ensuring that any requested funding has a coinciding entry on the census portal. The census will be used to determine if SENIF can be provided and the number of hours claimed.

**Panel** will return the cohort summary stating if agree/decline to fund and the banding of funding – this is conditioned that the Early Education Entitlement (EEE) is claimed in the census periods for the term applied for.

**Administration** will include eligibility checks for the EEE claimed, calculate payment details and submit to the funding teams.

**Returned cohort summary** will have updates of agree/decline following the eligibility checks for EEE, if funding is agreed then details of the band and amount to be paid will be included.

**Payment** is usually around the 22<sup>nd</sup> of the month and will be provided by the school funding team/Early Years funding team. This will include any other funding so please use the returned cohort summary as your financial check for SENIF payments.