

By the time every child starts school, their special educational needs will have been identified and appropriate support is in place.

- Provide single point of contact for professional who work with children 0-4 years about special educational needs
- Coordinate assessments
- Plan support and provision
- Monitor progress
- Smooth transition to school

### Meeting schedule

The Panel convenes on the first Tuesday of every month each year.

### Membership

- Principal Educational Psychologist and Chair of the Panel
- Speciality doctor in community paediatrics
- Portage Team Leader
- Early Years Advisory Teacher
- Health Visitor Manager
- Speech and Language Therapy Service representative
- Educational Officer for Special Educational Needs
- Head Teacher of Cliffdale Primary School (Early Years)

### Referrals to the Panel

Any professional can refer to the Panel. Usually it will be a health visitor or a nursery setting or a paediatrician. The health visitor completes the Ages and Stages Questionnaire so it is vital to contact them. The ASQ provides a good indication of the areas of need and helps the Panel members to decide the next steps to take.

### Safeguarding

If there is a safeguarding concern, the professional who is concerned, is responsible for taking action, as set out in the Portsmouth Safeguarding Children Board policy. It is not the responsibility of the Panel to contact MASH or Social Care about safeguarding issues.

### For more information:

Contact us for advice or to update us about Early Years Support Panel (Secure)

[EYSP@portsmouthcc.gov.uk](mailto:EYSP@portsmouthcc.gov.uk)

Liz Robinson, Chair of EYP and Service Manager, Education Support and Principal Educational Psychologist