BELS
Barnet Education & Learning Service

SENIF Timeline

1 APPLICATION

Complete SENIF application. Check guidance and ensure you include SEN support plan or transition report

2 DELIVERY

Send securely to senifs@barnet.co.uk before the panel submission deadline.

3 REVIEW

Panel review the SENIF application and decide if high, medium or lower needs, and the start and end date of the funding

4 CALCULATE

SENIF panel agree to funding for specified hours; also specify amount.

5 ADMIN

SENIF Admin completes Funding letter specifying timings and amount of funding

6 RESULTS

SENIF admin to send letters to settings and school nurseries. This will be two weeks after the panel date via an email. PVI Funding will be paid within 15 working days of the letter

7 FUNDING

Funding is awarded termly. Setting must acknowledge email from Finance for funding to be released. Setting must keep a monitoring plan and attendance records. School funding comes via the termly adjustments.

8 RENEWAL

Resubmissions are to be done by the panel before the SENIF expires. The request must include monitoring information