|  |  |
| --- | --- |
|  | **Activity Led Funding for Inclusion**  **Appendix 3 - a checklist for Childminders** |

|  |  |
| --- | --- |
| **All applications from childminders will be considered with the submission of the following evidence detailed below.**  **The childminders attendance at the ALFI board is optional. There is a box on the Part 2 should be completed to indicate whether you wish to attend virtually or not.** | |
| **Check:**   * **All the paperwork is completed in full including the parent’s signature** * **Each document attached to the email has the individual child’s initials and name of document.** * **Send each child’s documents in one email to** [earlyyearssend@torbay.gov.uk](mailto:earlyyearssend@torbay.gov.uk) * **Note it is no longer required to send emails via Egress.**   **The ALFI forms are available here:**  [**https://torbayfamilyhub.org.uk/topic/activity-led-funding-for-inclusion-alfi/**](https://torbayfamilyhub.org.uk/topic/activity-led-funding-for-inclusion-alfi/) | |
| A completed application for ALFI – Part 1 |  |
| A completed application for ALFI – Part 2 for Childminders (one for each child included in the application) |  |
| An ILDP/Emotional Regulation or Escalation Plan for each child |  |
| A record of the ILDP review or induction/transition meeting with parents/carers & professionals |  |
| Medical needs: Medical Health Care Plan; Risk Assessment |  |