

**Single Point of Request for Involvement (SPORFI)**

The **Single Point of Request for Involvement** process is used in Oxfordshire to access a range of specialist local services for children aged between birth and 5 yrs.

The SPORFI process is designed so that if needed, a range of community services can be accessed for a child via [one single form.](https://www.oxfordshire.gov.uk/sites/default/files/file/special-educational-needs/SPORFI_form.docx)

The services that can be accessed via SPORFI are:

* Speech and Language Therapy
* Speech and Language Therapy (Feeding)
* Physiotherapy
* Occupational Therapy
* SENSS Early Years SEN team
* SENSS Physical Disability team

Requests can be made by professionals working with the family such as Health Visitors, GPs, School SENCOs, Early Years Setting SENCOs, Community Paediatricians, Speech and Language Therapists, Physiotherapists, Occupational Therapists, other health and education services.

All requests for involvement must have been agreed with parents.

The SPORFI forms are sent to Early Support Programme Officers who record the services requested, who they were requested by and whether it was a request for one or more services. The request is then forwarded to the relevant team within a strict time frame.

The Early Support Programme Officers have a role in checking that the relevant information has been included in or with the SPORFI form and also in supporting potential referrers to consider other support that might be relevant if this is appropriate.

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| North and West OxfordshireEarly Support Programme OfficerTel 01865 816656earlysupportoxon@oxfordshire.gov.uk |  | South and Central OxfordshireEarly Support Programme OfficerTel 01865 812629earlysupportoxon@oxfordshire.gov.uk |