SEND Processes

SEND need identified by Class Teacher or during SIM meetings
Initial Concerns form Completed

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Class teacher discussed need with SENCO and current evidence shared - initial concerns form

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Internal assessments completed for a child - SENCO/CT/TA - recorded on Provision Map

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Discussion with the parent regarding SEND need - CT/SENCO

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2 cycles of APDR - reviewed by CT and SENDCO

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Risk Reduction and PEEPs in place and Review of class access arrangement with staff

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APDR/IBP/risk assessment is created and reviewed every 6 weeks

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Pupil is added to the SEND register and SIMS

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Referral to SEND Services if pupil not making progress

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Implement advice and support from ST - review in 8 weeks

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EP Referral / support if required

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EHCP Assessment

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Annual Review

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Implement EHCP targets

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EHCP Process