

SEND Referral Process

ALL PUPILS receive Quality First Teaching	
Children can make progress at any point and return to QFT	<p>Step 1</p> <ul style="list-style-type: none"> • Member of staff or parent has Social, Emotional & Mental Health/Wellbeing or Academic concerns about a child • Discuss concerns with teacher, parent and support staff (where appropriate) and apply classroom strategies. • If concerns continue Teacher/Parent to discuss a referral to the Inclusion Panel to explore further.
	<p>Step 2</p> <ul style="list-style-type: none"> • Referral to Inclusion Panel Evidencing the strategies and support currently in place • Complete referral form, include all evidence collected and parental voice.
	<p>Step 3</p> <ul style="list-style-type: none"> • Inclusion Panel to meet fortnightly to screen referrals and complete next steps. • Inclusion to identify next steps this could include a referral to external services such as Educational Psychologist, Speech & Language • Feedback is sent to the Teacher within 48 hours of the meeting. • Teacher/SENDCo to feedback to Parent
	<p>Step 4</p> <ul style="list-style-type: none"> • SENDCo/Teacher to monitor child for a half term • If after this time the concerns are no longer present the referral is closed • If after this time the concerns remain present, and the child meets the following criteria <ul style="list-style-type: none"> ○ They are diagnosed with a need or require additional support alongside the standard curriculum. ○ They are having targets set by an external agency i.e. Educational Psychologist, Speech & Language Therapist ○ If they are significantly behind academically they will be added to the SEND Register and Parents/Carers will be informed. (see SEND flow chart)