Student Services and SEND Flowchart

SEND Referral
- Learning
- Medical /Disability
- Behavioural

Exam Access Arrangements
- Scribe
- Reader
- Extra time
- Small room

English as a Additional Language (EAL)
- Access to learning
- Pastoral support

Welfare Concern

Check with:
- Tutor
- SSO
- HoY
- HOS
- HOD

What is the concern?

What has been done so far?

What evidence is in place to support this?

What is being requested?

Complete:

1. SEND Referral Form (SRF)

SEND Intervention, exam access or EAL

2. Pastoral Support Plan (PSP)

Behaviour

3. Common Assessment Form (CAF)

Welfare

4. Alternative Provision form

SEND Team

Wave 3 Intervention for literacy and /or numeracy

Exam access

Student Services

Gateway School

Alternative Provision

Modified timetable

Counselling

Up-date welfare, SEND and EOTAS registers

Share information with data team and Exams Officer. Up-date Bromcom

Feedback to HoY, HoS and SLT

Safeguarding
- Green form to designated person

Safeguarding Team