

Record of Concern

ADD SCHOOL LOGO

Pupil Name: _____ DoB: _____ C.A: _____ Class: _____			
Staff involved: _____		Attendance (%): _____ Date: _____	
Comment on pupil's strengths/interests:			
Views of the Child:			
Views of the Parent:			
Reason for concern/possible contributory factors to the child's difficulties: <i>(Include most recent test scores where appropriate)</i>			
Actions taken to date/strategies taken from Whole School Educational Provision (WEP) approaches/training/ EA Teaching and Learning Guidance document, etc.			
Consultation with SENCO/LSC: Y		Date: _____	
Agreed actions/strategies/approaches to be implemented:			

Review of actions/Outcome for pupil:

Refer to DE draft Code of Practice annexes 3, 4 or 5: "Where there is a Concern School Process Flowchart" and "Where There is a Concern Checklist"

Action:

Y Pupil has made adequate progress through Whole School Educational Provision (WEP) - remove from Record of Concern

Y Pupil has not made adequate progress, but concerns relate to reasons outside the SEN framework e.g., Pastoral Care/newcomer/medical -refer to relevant staff

Y WEP has not been fully implemented and concerns continue to persist - teacher to implement further WEP strategies and approaches (continue to record in Agreed actions/strategies/approaches section of the Record of Concern form and then review further)

Y Place pupil on SEN Register and implement Special Educational Provision

Date: _____

Signed: _____

Placing a pupil on the SEN register is a significant decision. The Record of Concern and documents referred to in this form will help to inform this decision. Although every child is different, good practice would suggest that a child has a Record of Concern maintained for them for no more than two terms. The decision then needs to be made whether to place the pupil on the SEN Register or take alternative action.

Attach supplementary evidence if required.