SEND Flowchart: Process for staff and parents to follow

Concerns raised by parents to PLW or Class teacher

↓

Teacher to observe and record evidence for 6 weeks (IEP/Pupil passport/ Intervention list made)

↓

Teacher to meet with parents to share what has been seen/ feedback/ next steps

↓

If evidence from school suggests, SENDCO to observe in class and playtime.

↓

Parent meeting with SENDCO and class teacher/ LSA

↓

Parent pack for referrals to be given by SENDCo as part of meeting.

↓

Referral put in within 2 weeks