

Please ensure that this form is filled in with as much detail as possible and ensure that all information on the checklist has been attached to the referral. Any incomplete referrals will not be considered.

STUDENT INFORMATION		
Name of Student:	DOB:	Year Group:
UPN:	UCI No. (KS4 Only)	
Address:		
Name of Parent(s)/Carer(s)	Tel:	
Email:		
FSM: Yes No In last 6 years	Pupil Premium:	Educational Psychologist:
LAC: Yes No		
Social Worker: Yes No		
HYMs (Formerly Yes Previously No CAMHS):		

SPECIAL EDUC	ATIONAL NEEDS A	ND DSABILITIES			
This section must be completed for all referrals and should be signed by the SENDCo in the case of referrals from schools					
SEND Stage:	No SEND:	SEND Support:	Referred for Statutory Assessment: EHCP:		
Please provide details of the young person's needs within each relevant area:					
Communicatio	on and Interaction	:		Cognition and Learning:	
Social, emotional and mental health difficulties: Sensory and/or physical needs:					
Completed and checked by SENDCo:					

ATTENDANCE %				
Year 7:	Year 8:	Year 9:	Year 10:	Year 11:

ATTAINMENT INFORMATION:					
KS2 SATs:	English		KS3 (TA)	English	
	Maths			Maths	
	Science			Science	
Literacy Testing:	Test Used:	Raw score:	Standardised Score:	Centile:	
	Date:				
	Word Reading:				
	Reading Comprehension:				
	Spelling:				

REFERRER DETAILS	
Referring School/Service:	Date of referral:
Name of Referrer:	Role:
Contact Tel:	Email:
Please indicate whether this	
referral has parental support:	



In order for your referral to be considered efficiently, please ensure you have attached the following, if applicable.

EVIDENCE	ATTACHED
Reason for referral and summary of young person's presenting difficulties, including issues at home	
and out of school	
Risk assessment	
Details of classroom-based strategies and reasonable adjustments made within lessons to support	
the young person (including any adjustments to the curriculum)	
RAMP/Pupil Profile (one page profile)	
Details of interventions by pastoral staff out of lessons, with evaluation of impact	
EHA and minutes of any relevant meetings, e.g. TAC, CP, review meetings; and most recent plan	
Behaviour log (positive and negative behaviour)	
Information about all other agencies involved, e.g. social care, YOS, Ethnic Diversity team, Visual	
Impairment team etc	
Attendance data for current and all previous academic years	
Most recent IEP, IBP, SEND Support Plan, EHCP or PSP	
Evidence of Graduated approach (three cycles at least of APDR)	
PEP (if LAC)	
EP and/or HYMs reports	
Medical information/advice/Latest HCP	
Latest academic/school report and information to show current levels of attainment and targets in	
all subjects	
Details of examination subjects, exam boards, course codes, completed and outstanding	
assessments (KS4 only)	
Access Arrangements information	
GP Information	