



SCHOOL ACTION

Beginning of academic year – lists pupils identified for school action/action plus circulated

Staff and parents informed of all pupils arriving in Year 7 who will require school action

Subject teacher fills in subject support Identification sheet.
Form SEN 1
Return to SENCO.

Subject teacher/form tutor/HOY expresses concern about pupil.
Form SEN 3
Return to SENCO

IEPs circulated to all subject teachers

SENCO collects views from other subject teachers.
Form SEN 4

Subject teacher will manage action and give help as necessary

IEP required/not required

Review progress
Fill in IEP
Review Summary Sheet
Form SEN 2

Targets agreed
Subject teacher
Pupil
SENCO

IEP no longer required

Set new targets

IEP no longer required

Review Progress

Set new targets

If a pupil, despite receiving an IEP and concentrated support for at least 2 terms, shows no progress, the school will seek the help of an appropriate outside agency.

SCHOOL ACTION PLUS