Early Identification of Need
Teacher, Parent, TA, SLT or SENCO identify that a child requires additional or different provision to that of QFT

Check all Quality First Teaching is in place.
Classroom based strategies and differentiated curriculum implemented.

Review progress after 6-8 weeks.
Is there still a barrier to learning ?

YES

NO

Hold discussion with SENCO or AHT Phase Lead regarding additional provision that may be necessary. Consult Provision Map to decide on possible additional class based or external interventions .

NO

Put QFT in place. Consult with Phase Lead or SENDCo for guidance if necessary

Is there still a barrier to learning?

NO

Teacher to complete 'Initial Concern Form and Class Teacher and SENDCo decide action required (observation, additional resources, participation in intervention groups).
Class Teacher to inform Parents

Continue with QFT within class. Monitor closely.

SENCO adds pupil to SEN Register as SEN Support. Parents informed. Assessment of pupils needs, plan support and interventions to be put in place, do and review effectiveness and impact on progress. Inclusive Learning Plan completed and reviewed regularly by teacher in co-production with SENDCo and parents.

Review progress at agreed date.
Is there still a barrier to learning ?

YES

NO

Continue with additional provision if necessary and QFT. Monitor closely and remove from Cause of Concern.

SENCO/SLT to make appropriate referrals to outside agencies; School Nurse, Speech and Language, OT, Paediatrician, MCH, NELFT.

Outside agencies to assess, observe report and add to the provision.

Teacher in consultation with SENCO monitor progress, adapt provision, review learning plan and adapt targets as felt necessary. Parents and pupils to be consulted.

Continue with provision as necessary. Remove from SEN register when additional or different provision is no longer needed but continue to monitor within class . Teacher to inform Parents. If the child begins to show additional or the same difficulties the process needs to be repeated.

Teacher may wish to raise at next In School Review for further support and advice.

Discussion with Teacher, SENCO, Phase Lead, HT, Parents and Outside Agencies with regard to the benefit and appropriateness of request for an EHCP is required. SENCO to complete application in consultation with Teacher, Parents and Pupil. SENCO to ensure all paperwork is completed and sent to Medway SEN Team .

Is there still a barrier to learning?

YES

NO

If an EHCP is agreed additional provision needs to be put into place. Top Up Funding may be applied for provision if necessary to meet the needs of the Pupil. Annual reviews will be managed by the SENCO.
If it isn't, school should continue support as required; regularly monitoring and reviewing provision.