Staining Primary School
SEN Action Flow Chart

Teacher Identifies Concerns
SENCO-informal observation-
Look at data-questions identified
SENCO advice given

6-10 weeks to act on SENCO advice and evaluate impact

Class teacher and Senco meet to review

Place on SEN Register?

Yes

-Speak to parents, class teacher and SENCO raising concerns and requesting additional information

-Outline School local offer

-Intervention

-4-6 weeks to action

No

-Next pupil progress meeting

-how much progress was made?

-What worked OR go back to step one

Review

Not working

Q: What next?

Refer to other agencies

Is working

Small steps of progress evident

Continue with school/parent support

4-6 weeks

Closed gap with peers

Off register

Not working

Seek further advice

Action plan ways forward

Review

Is working

Small steps of progress seen

Seek advice of all agencies involved-

Is an EHC needed?

See LCC guidance