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Proposal for Consideration of an Education Health and Care Needs Assessment: Internal Drafting Proposal

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Step 2: Child/Young Person Additional Details

Section 1 - Child/Young Person Additional Details	
Setting / school / college currently attended	Millbay Academy
Setting email address	sendadmin@millbayacademy
NCY (National Curriculum Year)	
UPN (Unique Pupil Number)	
NHS number (National Health Service)	
Religion	
Date of admission to current educational placement	
Contact number of current educational placement	01752221927
Previous school / settings attended (if any)	
If Social Care is involved with the child / young person what is the case status?	
Has there been an Early Help assessment or review in place in the last 12 months?	Select ▾
If yes, please provide the name and contact details of the lead professional	
Is the child / young person classified as FSM (Free School Meals)?	Select ▾
Does the child / young person currently have a parent / carer serving in HM Forces?	Select ▾

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Step 3: Parent / Carer Information

Section 2 - Parent / Carer Information	
Name of parent / carer with parental responsibility	
Parent / carer date of birth	
Relationship to child / young person	
What would you want to be called?	
Parent / carer address	
Parent / carer contact number	
How would you like us to communicate with you?	
If relevant please provide email address:	
Are there any special circumstances that we should know about (e.g. parent 1 does not have contact with parent 2) ?	
Section 2 - Parent / Carer Information (To add multiple answers click the "Add More" button near the bottom of the page)	
Name of parent / carer with parental responsibility	
Parent / carer date of birth	
Relationship to child / young person	
What would you want to be called?	
Parent / carer address	
Parent / carer contact number	
How would you like us to communicate with you?	
If relevant please provide email address:	
Are there any special circumstances that we should know about (e.g. parent 1 does not have contact with parent 2) ?	

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Step 4 Child/Young Person Views

Section 2 continued - Child/Young Person Views

It is important to capture the views of the Child/Young Person for this process. Please fill in the box below, detailing their interests and aspirations. You can attach 'One Page Profiles' and 'This Is Me' documents at the bottom of the page.

Please be advised that we will not accept answers such as 'Please see attached document'. Any Proposal Form with that used as an answer will be returned to the submitter.

When uploading evidence we would appreciate the documents to be named in the following way: dd-mm-yyyy Type of Report (Author) e.g. 01-01-1900 CIT Report (Dr Sample)

CYP file attachment - Please be advised that we will not accept answers such as 'Please see attached document'. Any Proposal Form with that used as an answer will be returned to the submitter.

Please ensure that your files have the correct extensions, these should be .doc, .docx, .pdf, .png, .jpeg, .jpg, .bmp

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Child / young person's story / interests / aspirations

Story

Interests

Aspirations

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Step 5 Parent/Carer Views

Section 2 continued - Parent / Carer Views

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When uploading evidence we would appreciate the documents to be named in the following way:
dd-mm-yyyy Type of Report (Author) e.g. 01-01-1900 CIT Report (Dr Sample)

Parent/Carer file attachment - Please be advised that we will not accept answers such as 'Please see attached document'. Any Proposal Form with that used as an answer will be returned to the submitter.

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**Parent / carer's aspirations for child / young person
(for example: education, play, health, friendships, sixth form, further education, independent living, university and employment).**

Education

Play

Health

Friendships

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Sixth Form/ Further Education	
Independent Living	
Employment	
Other	
Name of parent / carer contributing	

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Step 6 Areas of Need Overview

Section 3 Area of Need Overview

Using the headings below, describe the child / young person's current areas of need and difficulty with indication of how they are severe, complex and enduring.

Cognition and learning strengths:
<ul style="list-style-type: none">•••••
Cognition and learning needs:
<ul style="list-style-type: none">•••••
Social, emotional, and mental health strengths:
<ul style="list-style-type: none">•••••
Social, emotional, and mental health needs:
<ul style="list-style-type: none">•••••

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Communication and interaction strengths:

-
-
-
-
-

Communication and interaction needs:

-
-
-
-
-

Sensory and physical strengths:

-
-
-
-
-

Sensory and physical needs:

-
-
-
-
-

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Step 7 Main Presenting Need(s)

Section 4 Main Presenting Need(s)

For professionals listed in this section - please include job title and organisation

Please ensure that the latest report from each Professional is included in the attached evidence when submitting the Proposal. Any missing reports may delay processing.

Child / young person's main presenting need
Cognition & Learning / SEMH / Communication & Interaction / Sensory & Physical
Professionals supporting this need. Please list
Child / young person's secondary presenting need
Cognition & Learning / SEMH / Communication & Interaction / Sensory & Physical
Professionals supporting this need. Please list
Health needs - Including strengths and needs
Health provision and how often is this support required?
Provide names and details of any health professionals involved
Social care needs - including strengths, family environment, and social care support

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Step 8 Education - Support and Intervention

Section 5 Education - Support and Intervention

For each school year please note the details of support, intervention and resources (indicate whether this is in-class, small group or individual) and the impact of these interventions (include dates of other agencies involved).

To add multiple answers click the "Add More" button near the bottom of the page

Please start from the earliest year that information is available, then work forward to current year
School Year from (Year 1 - 11)

Details of support, intervention and resources and the impact of these interventions	
School Year:	
Support:	
School Year:	
Support:	
School Year:	
Support:	
School Year:	
Support:	
School Year:	
Support:	

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Step 9 Current Support or Provision

Section 6 Current Support or Provision

Please complete the timetable below indicating the current support or provision in place for the named child / young person (please indicate whether this is in-class, small group or individual)

To add multiple answers click the "Add More" button near the bottom of the page

Current Support or Provision	
Day of week	
Time	
Current support or provision	
How is it delivered?	

Day of week	
Time	
Current support or provision	
How is it delivered?	

Day of week	
Time	
Current support or provision	
How is it delivered?	

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Step 10 Current Support or Provision Continued

Section 6 Continued - Current Support or Provision

Summarise how you have used funding allocated to the school to support the child / young person's needs. This may include any or all of the following: ME2 funding / SEN delegated funding / AEN / notional funding or if appropriate Pupil Premium / Young Person Premium. Please reference your setting's SEN information report.

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Step 11 Previous Attainment Levels (If Available)

Section 7 - Previous Attainment Levels (If Available)

Three Prime Areas - Communication & Language, Physical Development, Personal Social & Emotional Development (PSED)

To add multiple answers click the "Add More" button near the bottom of the page

Previous Attainment Levels	
Date Record	
Chronological age at assessment (in years and months)	
Listening and attention (communication and language)	
Understanding (communication and language)	
Speaking (communication and language)	
Moving and handling (physical development)	
Health and self-care (physical development)	
Self-confidence and self-awareness (personal social & emotional development)	
Managing feelings and behaviour (personal social & emotional development)	
Making relationships (personal social & emotional development)	

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Step 12 Current Setting Record of Progress (EARLY YEARS SETTINGS ONLY)

Section 8 - Current Setting Record of Progress

EARLY YEARS SETTINGS ONLY

Three Prime Areas - Communication & Language, Physical Development, Personal Social & Emotional Development (PSED)

Only fill in the boxes below that you hold relevant levels for

To add multiple answers click the "Add More" button near the bottom of the page

Current Setting Record of Progress (EARLY YEARS SETTINGS ONLY)	
Date Record	
Chronological age at assessment (in years and months)	
Listening and attention (communication and language)	
Understanding (communication and language)	
Speaking (communication and language)	
Moving and handling (physical development)	
Health and self-care (physical development)	
Self-confidence and self-awareness (personal social & emotional development)	
Managing feelings and behaviour (personal social & emotional development)	
Making relationships (personal social & emotional development)	

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Step 13 Current Setting Record of Progress Continued (EARLY YEARS SETTINGS ONLY)

Section 8 - Current Setting Record of Progress

EARLY YEARS SETTINGS ONLY

Only fill in the boxes that you hold relevant levels for

To add multiple answers click the "Add More" button near the bottom of the page

Current Setting Record of Progress Continued (EARLY YEARS SETTINGS ONLY)	
Date Record	
Chronological age at assessment (in years and months)	
Reading (literacy)	
Writing (literacy)	
Numbers (mathematics)	
Shape, space & measure (mathematics)	
People & communities (understanding of the world)	
The world (understanding of the world)	
Technology (understanding of the world)	
Exploring & using media and materials (expressive arts and design)	
Being imaginative (expressive arts and design)	

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Step 14 Current Setting Record of Progress (PRIMARY SETTINGS ONLY)

Section 8 - Current Setting Record of Progress

PRIMARY SETTINGS ONLY

To add multiple answers click the "Add More" button near the bottom of the pag

Step 14 Current Setting Record of Progress (PRIMARY SETTINGS ONLY)	
Select school year (year group)	
Reading	
Writing	
Numeracy	
Phonics	

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**Step 15 Current Setting Record of Progress Continued
(SECONDARY SCHOOL SETTINGS ONLY)**

Section 8 - Current Setting Record of Progress SECONDARY SCHOOL SETTINGS ONLY

To add multiple answers click the "Add More" button near the bottom of the page

Current Setting Record of Progress Continued (SECONDARY SCHOOL SETTINGS ONLY)	
Select school year	
English current attainment and progress (Speaking and listening, reading and writing)	
Maths current attainment and progress	
Any other progress and attainment information	

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Step 19 Summary of Provision Needs

Section 9 - Summary of Provision Needs

To add multiple answers click the "Add More" button near the bottom of the page

Summarise what you would provide for child / young person's learning, above and beyond the educational setting information report that cannot be met from within the educational placements existing resources.

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Step 20 Evidence

Evidence Required

Please attach the following evidence which must be submitted with this request in order for the Single Multi Agency Panel to make an informed decision

- Recent Early SEND Support Plans: Including the "All about Me" profile and IEP (or similar)
- Copies of relevant reports and evidence of involvement from specialist support services (within the last 12 months) e.g. EP Service, CIT etc
- Copies of other outside agency reports, including Health and Social Care, where relevant
- Recent review documents within the last 12 months

When uploading evidence we would appreciate the documents to be named in the following way: dd-mm-yyyy Type of Report (Author) e.g. 01-01-1900 CIT Report (Dr Sample)

Please attach files here

- Please ensure that your files have the correct extensions, these should be .doc, .docx, .pdf, .png, .jpeg, .jpg, .bmp
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Evidence		
Pen Portrait	Select ▾	Attachment
IEP	Select ▾	Attachment
EHAT/TAM	Select ▾	
Attendance Cert	Select ▾	Attachment
Academic Cert	Select ▾	Attachment
Behaviour Cert	Select ▾	Attachment
Diagnosis Letter	Select ▾	Attachment
MAST ROI	Select ▾	Attachment
EP ROI	Select ▾	Attachment
CIT ROI	Select ▾	Attachment
Others	Select ▾	Attachment

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Step 21 Checklist

Checklist	
Have you asked the parent / carer / young person if there is any further information that they wish to submit?	Select ▾
If yes, has this been included in the proposal?	Select ▾
Have you given the parent / carer / young person information about Plymouth Information Advice and Support for SEND (PIASS)?	Select ▾

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