

 **Admissions Managed Move / Supported Placement**

**Breakdown Form**

**Please return this form to:** **IYFA@derby.gov.uk**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name** |  | **Gender** |  | **Date of Breakdown** |  |
| **School**  |  | **Year Group** |  | **DOB** |  |
| **Parents Name** |  | **Telephone** |  | **Code of Practice** |
| **None K E** |
| **Actual Attendance** |  | **Attendance Print Out Attached** |  |
| **Are there any ongoing attendance concerns** |  |
| **If Yes, to ongoing concerns regarding attendance please give brief details,** **including the name of EWO or Attendance Officer**  |
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| --- | --- |
| **New Agencies involved with the family:** |  |

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| **Summarise the reasons for the placement break down**  |
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| **Please provide details of support or interventions implemented, include outcomes and any funding given by In Year Fair Access**  |
|  |
| **Please indicate any achievements or rewards the pupil has experienced in your setting**  |
|  |

**Form Completed by: Date:**

**Check List – Please Tick** √

**Please attached the following documents:**

|  |  |
| --- | --- |
| **Letters to Parents:** |  |
| **Breakdown Form:** |  |
| **Behaviour Log:** |  |
| **Attendance Log:** |  |

**Thank you for your continued support and commitment to this process.**