**The pupil named below has applied for a place at ­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **PUPIL DETAILS** | | | | | | | | |
| **Full Name:** | | **Start date at your school:**  **End date at your school:** | | | | **Year Group:** | | |
| **UPN:** | | **% Attendance:**  **% Unauthorised Absence:**  **Number of lates:**  *(****Please attach attendance certificate for every year they have been on roll with you****)* | | | | | | |
| **DOB:** |  | **FSM**  **YES/NO** | | | | **Pupil Premium**  **YES/NO** | | |
| **Home Address:** | **Post Code:** | | | | | | | |
| **Previous Schools:**  (Please state start date  & end date if known) | | | | | | | | |
| **Special Educational Needs: YES/NO**  If yes, please state code of practice and any other relevant information. | | | | | | | | |
| **English as an Additional Language** : **YES/NO**  If yes, please state date of entry to the country & home language spoken. | | | | | | | | |
| **Any safeguarding concerns (including home circumstances)** | | | | | | | | |
| **Social care involvement: YES/NO**  If yes, please explain the details. Is it current or historical? | | | | | | | | |
| **CAT Scores** | Verbal | | Quant | | Non-verbal | | | Mean |
| **KS2 Results:** | English | | | Maths | | | Science | |
| **KS3 current levels:** | English | | | Maths | | | Science | |
| **Language studied** |  | | |  | | |  | |
| **KS4 current levels:** | English | | | Maths | | | Science | |
| **KS4 Options:**  **Please list current options and levels** |  | | | | | | | |
| **Is the pupil on a part time timetable? Or been on a part time timetable during the past academic year?**  **Give details** | | | | | | | | |
| **Reason for change of school:** | | | | | | | | |
| **Social, Emotional and Mental Health (SEMH)** | | | | | | | | |
| **SEMH difficulties** YES/NO  If yes, please give an explanation of the difficulties. | | | | | | | | |
| **Suspensions**   |  |  |  | | --- | --- | --- | | Date | Reason | Days | |  |  |  | |  |  |  | | | | | | | | | |
| **Seclusions**   |  |  |  | | --- | --- | --- | | Date | Reason | Days | |  |  |  | |  |  |  | | | | | | | | | |
| **Has the pupil accessed any internal or external alternative provision?**  **If yes, please give details below.** | | | | | | | | |
| **Are you aware of any suspensions or permanent exclusions from any previous schools? YES/NO** | | | | | | | | |
| **Is the pupil’s behaviour log attached?**  **YES/NO** | | | | | | | | |
| **Please list any SEMH interventions the pupil has received whilst at your school, and state whether they have been successful or not.** | | | | | | | | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Copes well difficulty coping**  **(please tick** ✓**)** | | | | | |
|  | **1** | **2** | **3** | **4** | **5** |
| **Whole class settings** |  |  |  |  |  |
| **Small group settings** |  |  |  |  |  |
| **One to one basis** |  |  |  |  |  |
| **On corridors / general movement around building** |  |  |  |  |  |
| **Lunch / break times** |  |  |  |  |  |
| **Before and after school** |  |  |  |  |  |

|  |
| --- |
| **Relationship with peers:** |
| **Relationship with staff:** |

**Form completed by,**

|  |  |
| --- | --- |
| Name |  |
| Job Title |  |
| Email address |  |
| Telephone number |  |
| Date |  |

**Form checked by,**

|  |  |
| --- | --- |
| Name |  |
| Job Title |  |
| Email address |  |
| Telephone number |  |
| Date |  |

**Can you please complete and return the form to \_\_\_\_\_\_\_\_\_\_\_\_\_\_ by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**

**Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Thank you for your assistance.**

**Please be aware that if this information is not passed on to the receiving school in a timely manner or there is a lack of honesty in the information that is shared, then In Year Fair Access protocols will be followed and the Ladder of Consequence will be initiated.**