

REFERRAL FORM for GUIDE92



STUDENT DETAILS		SCHOOL DETAILS
SURNAME:	DATE OF BIRTH:	SCHOOL NAME:
FIRST NAME:	N.C. YEAR:	DATE OF ENTRY:
UNIQUE PUPIL NO:	L.A.C: YES / NO	
NAME OF PARENTS /CARERS:		
ADDRESS:		
CONTACT DETAILS FOR PARENTS:		
PARENTAL PERMISSION HAD BEEN OBTAINED FOR THIS REFERRAL: YES / NO		
CONFIRMED BY:		
POSITION:		
KEY CONTACT IN SCHOOL:	CONTACT EMAIL / TELEPHONE DETAILS:	
DINNER ARRANGEMENTS:		
FREE SCHOOL DINNERS <input type="checkbox"/> PAID SCHOOL DINNERS <input type="checkbox"/> PACKED LUNCH <input type="checkbox"/>		
If free school meals, then please note that the base school will be invoiced for each day when the child is here over the dinner time.		
<u>OTHER AGENCIES INVOLVED WITH THE PUPIL (E.G. EWO/BSS/YOT/EPS/CAMH/SSD/LAC NAMES AND DETAILS OF INVOLVEMENT (PLEASE ATTACH RELEVANT REPORTS))</u>		
SEN INFORMATION STATEMENTED / SCHOOL ACTION PLUS		
<input style="width: 50px; height: 30px;" type="checkbox"/> <input style="width: 50px; height: 30px;" type="checkbox"/>		
ATTENDANCE DATA AND SCHOOL HISTORY		

DETAILS OF EXCLUSIONS

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PEX

PLEASE GIVE DATES AND DETAILS:

MAIN CONCERNS AT SCHOOL, INCLUDING WHERE/WHEN DIFFICULTIES OCCUR:

WHAT HAS BEEN TRIED AT SCHOOL?

WHAT HAS WORKED?

COMMENT ON ANY LEARNING DIFFICULTIES:

GIVE LATEST NATIONAL CURRICULUM LEVELS IN CORE SUBJECTS:

MAIN CONCERNS AT HOME, INCLUDING ANY CURRENT SUPPORT:

WHAT HAS BEEN TRIED AT HOME?

WHAT HAS WORKED?

WHAT INTERVENTIONS DO YOU HOPE FOR FROM THIS REFERRAL?

Outreach support		Respite in House		Managed Move	
Alternative Provision		Integrated Support		Medical Request	

OTHER RELEVANT ADDITIONAL INFORMATION

PLEASE ATTACH REPORTS ABOUT MEDICAL CONDITIONS, SOCIAL CARE INVOLVEMENT, CAF, FAMILY CONCERNS, PSPS COMPLETED, BSPS, IEPS (LAST TWO), COPIES OF LAST SCHOOL REPORT

PLEASE ENCLOSE COPIES OF ALL RELEVANT DOCUMENTS.

IS THE PUPIL TAKING ANY MEDICATION? IF SO WHAT. ANY ALLERGIES?

DATE:

SCHOOL CONTACT:

Never	Rarely	Sometimes	Usually	Frequently	Constantly
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Conduct Behaviour

1. **Behaves disrespectfully towards teacher.**
E.g. Is impolite, disrupts, intimidates, deliberately annoys, verbally aggressive.
2. **Lacks respect for other pupils.**
E.g. Name calling, swearing, psychological intimidation bullying, physically intimidating.
3. **Is verbally abusive.**
E.g. Racial/gender/religious/learning disability abuse.
4. **Seeks attention inappropriately.**
E.g. Disrupts/distracts/interferes with others, misuses equipment.
5. **Is physically aggressive.**
E.g. Fights, is spiteful, strikes out in temper.
6. **Disrespects property.**
E.g. Does not value/look after property, damages/destroys, steals.
7. **Uses sexually inappropriate behaviour**
E.g. Touching, language, intimidation.
8. **Absconding**
E.g. Truants from lessons, absent from classes.
9. **Offending behaviour.**
E.g. Known to have been involved in offending behaviour in or out of school.
10. **Involvement with weapons.**
E.g. Is known to have carried/misused weapons.

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Emotional Behaviour

11. **Lacks empathy.**
E.g. Lacks tolerance, sympathy, inconsiderate.
12. **Lacks social awareness.**
E.g. Does not interact appropriately, is a loner, isolated.
13. **Seems unhappy.**
E.g. Rarely laughs, smiles, is tearful, seems anxious or depressed.

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Never	Rarely	Sometimes	Usually	Frequently	Constantly
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14. Lacks confidence.
E.g. Has low self esteem, fears failure, is shy, afraid of new things.

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15. Is emotionally unstable, lacks self control
E.g. Moods unstable, mood swings, impatient, easily flustered, touchy.

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16. Self harm.
E.g. Shows signs of self harm, either physical or emotional

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17. Substance abuse.
E.g. Known incidences of drug, alcohol misuse.

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Learning Behaviour

18. Is inattentive.
E.g. Little interest in school work, easily distracted, does not remain on task, poor concentration, poor motivation, easily frustrated.

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19. Poor learning organisation.
E.g. Does not work systematically, is not organised, works at an inappropriate pace, does not have equipment.

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20. Poor communicator.
E.g. Speech incoherent, does not think before answering, Limited communication skills, reluctant to speak.

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21. Does not work efficiently in a group.
E.g. Does not take part/contribute in groups, does not work collaboratively, does not take part in discussions.

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22. Does not seek help when necessary.
E.g. Does not approach teachers for help, refused the task in the face of difficulty, cannot cope with challenges.

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23. Behaviour difficulties in practical lessons.
E.g. Behaviour deteriorates in practical subjects.

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24. Has difficulty in social times
E.g. Behaviour of concern in break/lunch times, before/after school.

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25. Behaviour of concern on trips.
E.g. Concerning behaviour on trips out of school.

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