

**Early Years**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Pupil Surname |  | | | | | | | | | | | | |
| Pupil Forename (s) |  | | | | | | | | Sex | | □ Female □ Male  □ Non-Binary Gender | | |
| Date of Birth |  | | NC Year | | | | |  | Pupil UPN | |  | | |
| Parent(s)/Carer(s) |  | | | | | | | | | | | | |
| Address |  | | | | | | | | | | | | |
| Telephone |  | | | | | | | | | | | | |
| If parents live separately, please provide contact details for both parents if different to the above | | | | | | | | | | | | | |
| Parent(s)/Carer(s) |  | | | | | | | | | | | | |
| Address |  | | | | | | | | | | | | |
| Telephone |  | | | | | | | | | | | | |
| Who has parental responsibility? |  | | | | | Is pupil in LAC system | | | | | | □ Yes □ No | |
| School/Setting |  | | | | | | | | | | | | |
| School/Setting Postcode |  | School/Setting  Telephone | | | | |  | | | Attendance in Previous Term (%) | | |  |
| SENCo Email |  | | | | | | | | | | | | |
| SENCo |  | | | Class Teacher/ Key Worker | | | | | | |  | | |
| Previous school/setting(s) attended: |  | | | | | | | | | | | | |
| **Are there any medical conditions**? E.g. epilepsy, cerebral palsy etc. □ Yes □ No  If yes, please give details: | | | | | | | | | | | | | |
| **Diagnoses (please select all that apply):**  □ None □ Dyspraxia □ ASD □ ADHD □ Global Developmental Delay  □ Other (please specify): | | | | | | | | | | | | | |
| **Areas of concern:** | | | | | | | | | | | | | |
| **Service package required** (select one):  □ Behaviour support advice—individual pupil  □ Specialist support to assist with the identification of emerging needs—individual pupil  □ Individual Pupil Assessment - Strengths and Needs Profile (please also complete the Learning Support Team’s parent carers and school questionnaires if referral is for a pupil in Reception) | | | | | | | | | | | | | |
| **Is the pupil accessing a reduced timetable or alternative provision? If so please provide details of days, times and, if applicable, venue:** | | | | | | | | | | | | | |
| **Please indicate which services are involved with the pupil:** e.g. Educational Psychology, OT, CAMHS, etc.. | | | | | | | | | | | | | |
| Please attach copies of the following reports *(where relevant)*   * Pupil’s current support plan * Most recent reports from other agencies * Most recent SAT results and Teacher Assessment Levels * Any recent observations by Class Teacher / SENCO / Key Worker * Any other reports which may be relevant to support the referral | | | | | | | | | | | | | |
| |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  | | | | | | | | | |  | | | | | | | | | |  | | | | | | | | | | **Early Years Age Bands:** | | Language & Communication |  | Reading |  | Writing |  |  | |  | | | | | | | | | |  |  | Numbers |  | Physical |  |  |  | | |  | | | | | | | | | | | | | | | | | | | | | | |
| Does the pupil wear glasses? □ Yes □ No  *If yes, please ensure that they have them with them on the day of the assessment* | | | | | | | | | | | | | |
| Does the pupil have reading or writing difficulties? □ Yes □No  *If yes, please give details:* | | | | | | | | | | | | | |
| **Please indicate the pupil’s status regarding the SEN Code of Practice:**  □ Does not have SEN □ SEN Graduated Response □ Integrated Assessment requested □ EHCP | | | | | | | | | | | | | |
| **Are you in the process of applying for an EHCP?**  □ Yes □ No | | | | | | | | | | | | | |
| **Is the pupil on the Umbrella Pathway?** □Yes □No  *If yes, which professionals are involved?* | | | | | | | | | | | | | |
| **Referral checklist** (minimum requirements)- prior to sending to Chadsgrove School Support Services, have you included:  □ Referral form  Please ensure that each of the above elements are sent as separate files and are in page order  \*\*\*Referrals **will be** **rejected** if any of the above items are missing or incomplete\*\*\* | | | | | | | | | | | | | |
| *In* ***all*** *cases, parental consent must be obtained* ***prior*** *to CSSS involvement. It is the commissioning school’s responsibility to obtain this. Please ensure that this has been done before returning this form. Please see our GDPR privacy statement regarding data protection. Photographs may be used as part of the assessment and these will be stored securely in line with GDPR regulations. Reports will be shared, as required, with other appropriate specialists within the CSSS support portfolio (e.g. SALT).* | | | | | | | | | | | | | |
| **By signing below, you are confirming that parents/carers have consented to CSSS involvement** | | | | | | | | | | | | | |
| Signature of person commissioning support: | | | | | Position: | | | | | | | | |
| Name (in capitals): | | | | | Date: | | | | | | | | |
| ***We regret that we cannot accept typed signatures. Digital signatures or scanned electronic copies are suitable.*** | | | | | | | | | | | | | |
| ***Please return completed referral forms via:***  **Worcestershire County Council Children’s Services Portal** – select named individual – TERESA HAMILTON  ***OR***  ***EGRESS –*** [*schoolsupportservices@chadsgrove.worcs.sch.uk*](mailto:schoolsupportservices@chadsgrove.worcs.sch.uk) | | | | | | | | | | | | | |
| **Chadsgrove School Support Services**  Meadow Road  Catshill, Bromsgrove  Worcestershire, B61 0JL  **Tel:** 01527 871511 (option 2)  **Email:** [schoolsupportservices@chadsgrove.worcs.sch.uk](mailto:schoolsupportservices@chadsgrove.worcs.sch.uk)  **Website:** [https://www.chadsgroveschool.org.uk](https://www.chadsgroveschool.org.uk/web/school_support_services)  @chadsupportteam | | | | | | | | | | | | | |