***Please complete this referral form and select from the options below with a ✓ or a 🗶***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Date: |  | Referring School: |  | Person referring: |  |
| Position: |  |
| Contact details: |  |

Is the pupil eligible for free school meals? Is the pupil in receipt of pupil premium?

Does the pupil require a bus pass? (***This will be charged to the referring school)***

What duration of stay is required for the pupil? 6 weeks 8 weeks 12 weeks

|  |  |
| --- | --- |
| **Student Name:** |  |
| **DOB:** |  |
| **Address:** |  |
| **Year Group:** |  |
| **Emergency Contact 1:** |  |
| **Emergency contact 2:** |  |
| **Ethnicity:** |  |
| **First Language:** |  |
| **EHCP:** |  |
| **TAF/CIN/CP/LAC:** |  |
| **UPN:** |  |
| **ULN:** |  |
| **Reason for referral:** |  |
| **Attendance** | **Live:**  **Last year:**  **Please print a copy of attendance.** |
| **English:** | **End of KS2:**  **Current English Set:**   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | **End of** | **Live** | **Target** | **Attitude to learning** | | **Y7** |  |  |  | **Poor** | | **Y8** |  |  |  |  | | **Y9** |  |  |  |  | | **Y10** |  |  |  |  | | **Y11** |  |  |  |  | |
| **Maths:** | **End of KS2:**  **Current Maths Level:**   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | **End of** | **Live** | **Target** | **Attitude to learning** | | **Y7** |  |  |  | **Poor** | | **Y8** |  |  |  |  | | **Y9** |  |  |  |  | | **Y10** |  |  |  |  | | **Y11** |  |  |  |  | |
| **Other Data:** | |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Subject** | **End of** | **Live** | **Target** | **Attitude to learning** | | **Science** |  |  | **3** | **Poor** | | **Drama** |  |  | **3** | **Good** | | **Music** |  |  | **3** | **Poor** | | **RE** |  |  | **3** | **Good** | | **Spanish** |  |  | **3** | **Poor** | | **Food Tech** |  |  | **3** | **Poor** | |  |  |  |  |  | |  |  |  |  |  | |
| **SEN Information:** |  |
| **Other agencies involved inc. contact details etc:** |  |
| **Any other relevant information that you feel SCS needs to be aware of e.g.:**  **Home issues etc.** |  |

|  |  |  |
| --- | --- | --- |
| Please attach: | Included ✓ | Not included 🗶 |
| **Evidence of behaviour record** |  |  |
| **Evidence of exclusion record** |  |  |
| **Risk assessment** |  |  |