

Request for Enhanced Mainstream Provision from a School or Setting

Please complete this form, including signatures; scan and submit electronically to sencasework@durham.gov.uk

Personal Details (all fields MUST be completed)

Name of child/young person:	
Date of birth:	
Address of child/young person:	
Is the child looked after?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is this a protected address?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Name of parent / carer:	
Address if different to above:	
Parent / carer telephone number:	
Parent / carer e-mail address (preferable):	
Current school setting:	

As well as this fully completed request form please also include:

The previous 2 reviewed SEN Support Plans and the current SEN Support Plan demonstrating all relevant and purposeful provision.	<input type="checkbox"/>
Up to date Costed Provision Map	<input type="checkbox"/>
Professional reports (within the last 3 years) that underpin current SEN and provision	<input type="checkbox"/>
Optional: My Story, individual timetable	<input type="checkbox"/>

Signed (referrer):		Date:	
Name of referrer:		Role of referrer:	

Signed: Head Teacher:		Date:	
Full name of Head Teacher:			

Yearly Academic Attainment			
Delete as appropriate	Current (xx/xx)	Previous Term (xx/xx)	Previous Term (xx/xx)
Read & Comp ages (if known)			
Reading (KS 1 – 2)			
Writing (KS 1 – 2)			
English (KS 3 – 5)			
Maths (All KS)			

Attendance over last 3 years:	Current:	Previous year:	Previous year:
Details of fixed term, permanent exclusions or part time timetables, managed moves or alternative provision over the last 3 years			

Why is the school seeking an EMP Place?

Information about the child
Tell us what you know about the child/YP:
Tell us about the child's/YP's strengths:
Overview of Special Educational Needs:
Cognition and Learning:
Communication and Interaction:
SEMH:
Physical and Sensory:

Chronology of referral/advice received and Impact.

Parent/Carer/Child/YP Views

If the child/yp can provide views verbally or by other means, please record their views. If not, please record the views of someone who can advocate for the child/yp e.g. parents, carers, social worker

Things the child is good at, interested in or enjoys: ('My Story' could be attached in lieu)
Child's/ YP's views:
Parent/carer views:
Things that the child does not like or finds more difficult: My Story' could be attached in lieu)
Child's/ YP's views:
Parent/carer views:

As parents/carers what do you hope a place in an EMP will bring?

Privacy Notice

Durham County Council complies with all relevant statutory obligations. Personal information processed by the Council will be handled in accordance with the Council's privacy statement, which can be accessed here <http://www.durham.gov.uk/dataprivacy>

The SEND privacy notice provides more specific information on the data collected and how it is handled, a copy of which can be accessed here <http://www.durham.gov.uk/media/24795/Privacy-notice-special-educational-needs-support/pdf/PrivacyNotice-SpecialEducationalNeedsSupport.pdf>

If you have any concerns about how your data is handled, please contact either the Data Protection Officer at DPO@durham.gov.uk or the Information Commissioner's Office casework@ico.org.uk.

I/we agree to the request of an EMP Placement:		Date:	
Signed: (parent/carer):		Signed (young person):	

