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| C:\Users\jwoodhouse\AppData\Local\Microsoft\Windows\INetCache\Content.MSO\3B8AAC2B.tmpC:\Users\jwoodhouse\AppData\Local\Microsoft\Windows\INetCache\Content.MSO\1605B255.tmpBefore commencing, has risk assessment and pupil/parent voice been completed? |
|  |
| **Pupil name:** |  | **Current attendance:** |  |
| **Year group:** |  | **Date plan started:****Date plan ceased:** |  |
| **SEND Status**  | MONITORING | **YES** [ ]  | **NO** [ ]  |
| SEND | **YES** [ ]  | **NO** [ ]  |
| EHCP | **YES** [ ]  | **NO** [ ]  |
| **LAC** | **YES** [ ]  | **NO** [ ]  |
| **ARMED FORCES** | **YES** [ ]  | **NO** [ ]  |
| **Is young person in receipt of free school meals?** | **YES** [ ]  | **NO** [ ]  |
| **If yes how will this be addressed?** |  |
| **Other services involved****(E.G. Early Help, social services, CAMHS/NELFT/school health, STLS, VSK, PIAS)**  |  |
| **Other relevant information** |  |

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| ***Inclusive Timetable*** ***Record sessions pupil will be attending. Change colour and date to reflect amendments on a bi-weekly basis.*** |
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| --- | --- | --- | --- | --- | --- |
|  | ***Plan starts*** | ***Week 2*** | ***Week 4*** | ***Week 6*** | ***Week 8***  |
| ***Date***  |  |  |  |  |  |
| ***Colour***  |  |  |  |  |  |
|  |

 |
|  | **MONDAY**  | **TUESDAY** | **WEDNESDAY**  | **THURSDAY** | **FRIDAY** |
| **8.40am– 9.00am** |  |  |  |  |  |
| **9.00am – 9.30am** |  |  |  |  |  |
| **9.30am – 10.00am** |  |  |  |  |  |
| **10.00am – 10.30am** |  |  |  |  |  |
| **10.30am -10.45am** | **BREAK** | **BREAK** | **BREAK** | **BREAK** | **BREAK** |
| **10.45am-11.15am** |  |  |  |  |  |
| **11.15am-11.45pm** |  |  |  |  |  |
| **11.45pm-12.00pm** |  |  |  |  |  |
| **12.00-1.00pm** | **LUNCH**  | **LUNCH**  | **LUNCH**  | **LUNCH**  | **LUNCH**  |
| **1.00pm-1.30pm** |  |  |  |  |  |
| **1.30pm-2.00pm** |  |  |  |  |  |
| **2.00pm-2:30pm** |  |  |  |  |  |
| **2:30pm-3.00pm** |  |  |  |  |  |
| **3.00om-3.15pm** | **SCHOOL ENDS**  | **SCHOOL ENDS**  | **SCHOOL ENDS**  | **SCHOOL ENDS**  | **SCHOOL ENDS**  |

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| --- | --- |
| **Overall aim of plan****Add row if aim needs amending at review.** |  |
| **Adults**  | ***Identify who the child’s primary trusted adult in school is. Think about how this adult can be made readily available. Identify a second adult (as a plan B).***  |
| *Primary member of staff:* *Secondary member of staff:*  |
|  |
| **Peers** | ***List 3 ideas that you can try to help the child reconnect with school.*** ***Insert a row below to amend/add new ideas when reviewing bi-weekly.*** |
| **Ideas *(add date):*** | ***Helpful*** | ***Partially helpful*** | ***Not helpful*** |
|  |  |  |  |
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| **Environment** | ***What adjustments can you make to the child’s environment and routine to help them to feel safe and secure in school? E.g. timings, location, equipment.******Insert a row below to amend/add new ideas when reviewing bi-weekly.*** |
| **Adaptations *(add date):*** | ***Helpful*** | ***Partially helpful*** | ***Not helpful*** |
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| **Supporting anxieties** | ***What social and emotion interventions will be implemented to support the pupil’s understanding of anxiety and build resilience? E.g. emotion coaching, teaching about the brain and neurology, small social skills / friendship skills.*** ***Insert a row below to amend/add new ideas when reviewing bi-weekly.*** |
| **Interventions. *What? Where? When? Who? How long? (add date):*** | ***Helpful*** | ***Partially helpful*** | ***Not helpful*** |
|  |  |  |  |
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|  |  |  |  |
|  |
| **Team around child** | ***Who can be drafted in to help? Signposting for family and pupil.*** |
| **Name****(Insert rows to add more staff)** | **Signature** | **Date** |
|  |  |  |
|  |  |  |
| **How we will share success** | ***Record and date every small win!******Insert a row below to amend/add new ideas when reviewing bi-weekly.*** |
| **Successes *(add date):*** |  |
| **Off-site education** | ***Consider access to education, e.g. Google Classroom, via email, Class Dojo, online Apps, project-based learning, tutor, virtual attendance offer.*** ***Insert a row below to amend/add new ideas when reviewing bi-weekly.*** |
| **How will this young person access education whilst not in school?** |  |
| **Notify PIAS via digital front door**[**https://kentcc-self.achieveservice.com/en/AchieveForms/?form\_uri=sandbox-publish://AF-Process-00087a66-038c-4584-8365-045473d9faf8/AF-Stagecf4f4487-de49-47fe-a70f-939f25f9a597/definition.json&redirectlink=/en&cancelRedirectLink=/en&consentMessage=yes&noLoginPrompt=1**](https://kentcc-self.achieveservice.com/en/AchieveForms/?form_uri=sandbox-publish://AF-Process-00087a66-038c-4584-8365-045473d9faf8/AF-Stagecf4f4487-de49-47fe-a70f-939f25f9a597/definition.json&redirectlink=/en&cancelRedirectLink=/en&consentMessage=yes&noLoginPrompt=1)**Attended and agreed by: By signing, I agree with the implementation of this inclusive timetable.**

|  |
| --- |
| ***Parent/carer to sign at each bi-weekly review. Add new lines as needed.***  |
| **Date**  | **Name**  | **Signature.**  |
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| C:\Users\jwoodhouse\AppData\Local\Microsoft\Windows\INetCache\Content.MSO\C9C399F9.tmp**Bi-weekly review:**

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| --- | --- | --- | --- | --- |
|  | **Week 2** | **Week 4** | **Week 6** | **Week 8**  |
| **Date**  |  |  |  |  |

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| *C:\Users\jwoodhouse\AppData\Local\Microsoft\Windows\INetCache\Content.MSO\F30D4EA2.tmp***Is the child attending full time?** | C:\Users\jwoodhouse\AppData\Local\Microsoft\Windows\INetCache\Content.MSO\1605B255.tmp**YES** [ ]  **plan ceases NO** [ ]  **return to**  **after week 8**  |