



PARENTS/CARERS OF PUPIL WITH SEN CHECKLIST FOR MEETING WITH SCHOOL

Pupil's Name:	Date of Birth:
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	Question	Answer
1	Can you please tell me who the people at this meeting will be and what do they do?	
2	Who will be writing the notes of the meeting, and may I have a copy?	
3	Have my child's special educational needs been identified at school? What are the needs that have been identified?	
4	Is my child identified at SEN SUPPORT on the school SEN register?	
5	What support is in place to help my child?	
6	Can I see the document which shows the needs and the targets for my child?(IEP, Provision Map)	

7	<p>Can I see a weekly timetable showing the support for my child?</p> <p>a) Teaching support b) Learning Support Assistance c) the size of the group d) Any one-to-one support</p>	
8	When did the support start?	
9	Have any specialist advisers been working with the school to support my child? If so, who?	
10	Can you tell me what progress my child is making?	
11	What action will be taken from this meeting?	<p>Action 1</p> <p>Action 2</p> <p>Action 3</p> <p>Action 4</p>

12	Is there anything we could be doing at home to help?	
13	Any other Issues	
13 a	<p>For Exclusion issues:</p> <p>Have you identified the cause/triggers for my child's behaviour?</p> <p>Have you completed A B C sheets?</p> <p>What reasonable adjustments are being made to the behaviour policy to support my child?</p> <p>My child has now had ____ exclusions this term/year, do you think this is helping?</p> <p>What alternatives can be found for fixed term exclusion?</p>	
14	Could we please agree a date for a Review of progress?	

Notes