** Stepping Stones Request **

**For**

**Outreach Support**

**Bronze Package**

**Child with EHCP**

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| Does your current Risk Assessment permit visitors to enter your school?  Yes/No  Would you like us to email a copy of the Stepping Stones Outreach Team’s current Risk Assessment?  Yes/No |

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| **Pupil:** | **DOB:** | **Year Group** |
| **M/F** |
| **School:** | **Class teacher:** | **SENDCO:** |
| **School Number:** |
| **Parent(s)/Carer(s)** | **School Telephone number:** | |
| **Date of Final EHC:** | **Category of Need:** | |

**People who support the pupil**

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| **Agency** | **Name** | **E Mail** |
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| **Summary of concerns with Staff team/Parents/Carers (*Name)***  **In School**  **At Home** |

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| **Strengths** *(Please bullet point)* |

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| **Referral Written by:**  **Signature:**  **Date:** |

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| Please complete the attached Strengths and Difficulties Questionnaire. This will help us measure impact at the close of the case. This should be printed off and handed to specialist teacher on the first visit. |

NB: Please ensure SEN file/information is available during specialist teacher visit. *(External agencies, medical, IEP’s, behaviour plans, incident records, etc)*

**Parental/Carer Consent** I confirm that I have discussed the reasons for and purpose of the above request with school staff and confirm that I wish to have Stepping Stones Specialist teacher involvement with my child, as referred to above. I confirm that I have parental responsibility. I understand that any written report or other documentation will be sent direct to the school Senco, who will then send this documentation to me those listed as having parental responsibility. I consent to my and my child’s personal information being held and processed as described in the document.

**Parent/Carer signature:**

**Name in print: Date:**

**Please return the completed form and accompanying documentation to:**

Main contact

email: [diane.sheron@steppingstones.lancs.sch.uk](mailto:diane.sheron@steppingstones.lancs.sch.uk)

Please cc the following contact into your referral:

email: [diane.sheron@steppingstones.lancs.sch.uk](mailto:diane.sheron@steppingstones.lancs.sch.uk)

[a.shepherd@steppingstones.lancs.sch.uk](mailto:anne.shepherd@steppingstones.lancs.sch.uk)