

**Outreach Support Request**

 for

 Specialist Teacher Consultation

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| **Name of School:** |  |
| **Contact Telephone Number:** |  |
| **Headteacher:****SENCO:**  |  |
| **Name of Referrer:****Contact Email:**  |  |
| **Date of Request:**  |  |
|  |
| **Briefly outline reason for referral:**  | *e.g. SENCO support, EHCP support, hourly support work with child/staff member etc*  |

If the support is for a child please complete the box below:

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| --- | --- |
| **Name of Child:** |  |
| **Male / Female:**  |  |
| **Date of Birth:**  |  |
| **EHCP?**  | Yes/No (Please delete as appropriate). If yes, please identify category of need: |

EXTERNAL AGENCIES INVOLVED (Please tick and give dates)

|  |  |  |
| --- | --- | --- |
| **CAMHs** |  |  |
| **Educational Psychologist** |  |  |
| **Social Care** |  |  |
| **Speech and Language** |  |  |
| **Other (please identify)**  |  |  |

If the support is for a child or class, please outline the current support and strategies that are being used and are successful:

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What do you aim to achieve following our intervention? i.e. improved relationships, upskilled staff, improved emotional regulation, etc.

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**PLEASE ENSURE THE PARENT/CARER SIGNS THIS REQUEST FORM**

**(this can be collected on the first visit)**

Name and relationship of adult with Parental Responsibility:

**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.

Parent/Carer signature:

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

**Katie Greenwood**

**Email: k.greenwood@steppingstones.lancs.sch.uk**

**GPDR DATA STORAGE:** Please note we supply mainstream schools with copies of reports and reviews. We only hold information on our digital server until your child completes their primary education.