

Appendix 2 - Attendance Panel Referral Form – this form can only be used if the child has over 15% unauthorised absence and who have had an attendance support plan put in place that has not resulted in improved attendance.

<p>School: Phone No: Name of Pupil: M/F: First Name: Surname: Address: Post Code: Name of Parent(s)/Carer(s): Others with Parental Responsibility:</p> <p>Has the child got more than 15% Unauthorised absence? YES/NO</p> <p>Is the pupil on an EHC Plan? YES/NO</p> <p>Is pupil on SEN Register? YES/NO If yes, enter Code:</p> <p><u>IS THIS CHILD SUBJECT TO A PENALTY NOTICE? YES/NO</u></p> <p><u>IF YES THE CHILD CAN NOT BE REFERRED TO THE ATTENDANCE PANEL</u></p>	<p>DOB:</p> <p>Contact Numbers: Home: Work: Mobile:</p> <p>Yr. & Tutor Group:</p> <p>Ethnicity:</p> <p>Parental Language/Literacy Difficulty</p> <p>Is the pupil a Child in Care? (LAC) YES/NO</p> <p>Is the pupil eligible for Pupil Premium? YES/NO</p>
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<p>Reasons provided for absence (please attach a current attendance print out)</p>

<p>Other agencies involved: e.g. Early Help, Children’s Social Care, Police, CAMHS, YOT, School Health - Any other relevant information</p>
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Reason for referral – Please attach school support and attendance plan any other relevant information

SIGNED:

DATE:

PRINT NAME:

STATUS:

Date received by School Support Services: