Information Exchange Checklist	Provided to Levett?		Comments
Completed Inclusion Panel referral form	Yes☐	No ☐	Click here to enter text.
CTF File (SIMS)	Yes☐	No ☐	Click here to enter text.
CPOMS and additional safeguarding information	Yes☐	No ☐	Click here to enter text.
SEN Support Plans	Yes☐	No ☐	Click here to enter text.
Risk Assessment/Positive Handling Plans	Yes☐	No ☐	Click here to enter text.
Pupil Views/One Page Profile	Yes☐	No ☐	Click here to enter text.
Attendance Overview	Yes☐	No ☐	Click here to enter text.
SEN Gathering Information Form	Yes☐	No ☐	Click here to enter text.
Record of Involvements from other Professionals (EP,ASCETS etc)	Yes☐	No ☐	Click here to enter text.
Early Help Assessment/CIN or CP plan **Lead Professional Details** **Latest TAC (or equivalent) minutes or action log**	Yes☐	No ☐	Click here to enter text.
Date of next TAC meeting: Click here to enter a date.			
Completed assessment tools: Thrive dated within the last 6 weeks	Yes☐	No ☐	Click here to enter text.
Academic data including progress in core subject areas **Examples of pupil work** **List of examination boards (KS3/4 only)**	Yes☐	No ☐	Click here to enter text.

EHCP or other statutory plan		Yes☐ No ☐	Click here to enter text.
Date of next annual review:	Click here to enter a date.		
PEP (if appropriate)		Yes☐ No ☐	Click here to enter text.
Part Timetable days/hours offered over the last academic year and what impact this had			
School Offer – Pupils in class, small groups, 1:1, twilight sessions?			
School attendance % for the last 2 academic years			
Date of next PEP review:	Click here to enter a date.		Click here to enter text.
In Addition – to be completed with mainstream and the family			
Transport Form (should parent require this) **Levett will submit**		Yes☐ No ☐	Click here to enter text.
Transport Panel Form (should parent require this) **Levett will submit**		Yes☐ No ☐	Click here to enter text.
Pre-Admissions Booklet		Yes☐ No ☐	Click here to enter text.