**Personalised Intervention Planning Meeting**

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| **Pupil Name:** | **Year Group:** |
| **DOB:** | **Incident date:** |
| **School:** | |
| **School Key Contact Details:** | |
| **Parent / Carer Contact Details:** | |
| **Pupil Address:** | |
| **Planning Meeting Date / Time:** | |

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| **Academic Levels:** |
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| **Date of call to Police and subsequent log No:** |
|  |
| **SEN:** |
|  |
| **Medical Information:** |
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| **Current Curriculum Provision / Timetable / Planning:** |
|  |
| **Timetable for Intervention (Including YOT/ Police Led Sessions):** |
|  |
| **Teaching Venue(s):** |
|  |
| **Travel Arrangements:** |
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| **Lunch Arrangements:** |
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| **Attendance Reporting Arrangements:** |
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| **Pupil remains single registered with mainstream school. DfE guidance re off-site provision states the following:**  **School Attendance** [**Guidance**](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/907535/School_attendance_guidance_for_2020_to_2021_academic_year.pdf) **DFE:**  ***Code B:*** *Off-site educational activity This code should be used when pupils are present at an off-site educational activity that has been approved by the school. Ultimately schools are responsible for the safeguarding and welfare of pupils educated off-site. Therefore by using code B, schools are certifying that the education is supervised and measures have been taken to safeguard pupils. This code should not be used for any unsupervised educational activity or where a pupil is at home doing school work. Schools should ensure that they have in place arrangements whereby the provider of the alternative activity notifies the school of any absences by individual pupils. The school should record the pupil’s absence using the relevant absence code.* |

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| **Risk Assessments:** |
| Venue: to be completed by school  Pupil RA: to be completed by school |
| **Start Date:** |
|  |
| **Review Meeting Date / Venue:** |
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| **Lead Tutor / Agency commissioned by school:** |
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| **Ethos Academy Trust Contact Details:**  Allison Langdale – Ethos Academy Trust (Inclusion Manager/Exclusions)  [allison.langdale@eat.uk.com](mailto:allison.lagdale@eat.uk.com)  Tel: 01924 – 478482  Karen Blakely - Business Support & Single Point Referral (SPR)  [karen.blakeley@eat.uk.com](mailto:karen.blakeley@eat.uk.com)  Tel: 01924 – 478482    **Information / Resources:**  <https://noknivesbetterlives.com/>  Information for Young People:  <https://noknivesbetterlives.com/young-people/>  Information for practitioners:  <https://noknivesbetterlives.com/practitioners/>  Information for parents:  <https://noknivesbetterlives.com/parents/> |