Bright Education Centre Student process:

BEC
Official Referrals
form from school
or LEA. Reason for
referral with
supporting
evidence.

ADMISSION ADMIN

Send letter to the parent, copies to school or LEA. Centre Director

Arrange parent/student interviews; Pass paperwork to **ADMIN** to input further details;

Record of meeting and agreed decisions to student file and copy sent to carer.

Student Induction

Student will:

- have a Health and Safety Induction
- •Understand the expectations for behaviour
- •Be assessed for subject areas

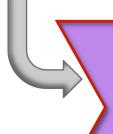
Progress Meeting Meeting with carer student and other support workers.

Initial Review

Based on: Lesson observation Playground observation On line assessments Student self assessment leading to agreed action plan

Student target setting

Initial targets determined by test results, modified with student discussion and prioritising needs (Targets will be behavioural and academic)



Review

Will use weekly reviews and student discussion to determine final results

Recommendations

Incoming pupils to be ready for full time main stream schooling

Referred pupils to return to base school full time or part time with continuing support for a further three weeks

Pupil has not progressed at BEC, school may wish to place in a PRU

Integration to School

Incoming Pupil allocated a school

Referred student returns to base school.

The school will provide feedback on progress, and any need for further support