St. Wilfrid's CE Primary School Flowchart for SEN

Concern is raised by parent or carer.
Concerns recorded on Contact Sheet

Talk through concerns

Teacher has a concern

Concern is raised by a member of teaching support

Concern is raised from

previous setting

Talk through concerns

Inclusion Manager

Discuss and record concerns. Look at assessment data and previous records.

Talk to previous teacher and teaching assistant for further context.



Teacher or Inclusion Manager to communicate with parents and carers.

Ask the parents or carers their views on ways forward

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Gather the opinion of the child.

Use Graduated
Approach to
form a plan of
action and record
in an IDP and
adjust SEN
register if
appropriate.

Refer to appropriate agency or support service.

Include child in an in-school intervention group.

Use strategies and resources suggested by Inclusion Manager.

