



## Lutton St Nicholas Primary Academy Graduated Approach

### Record of Concern (ROC)

Class teacher has a concern for a child in their class. A ROC should be completed and the SENCo should be made aware. Parental engagement should be sought at this point.

For any child with a Social, Emotional and Mental Health (SEMH) need, a BOXALL Profile must be completed.

Reasonable adjustments/  
intervention should now  
be in place for  
12 weeks and  
evidenced on the  
Provision Map.  
A One Page Profile  
(OPP) should  
be created.

12 weeks

### SEN Support

Following a 12 week cycle, an Individual Support Plan (ISP) may be created to identify 3 specific, measurable (SMART) targets which will be reviewed after 6 and 12 weeks.

The child will now be on the SEND register and a signature should be gained from parents.

This is our ASSESS, PLAN, DO, REVIEW cycle and must be in place BEFORE any external agency involvement COULD be sought.

12 weeks

### External Agency Support

Following a 12 week cycle of intervention, and further reasonable adjustments, External Agency Support **MAY** be sought to further support the child.

In order for a child to have External Agency Support, a ROC and ISP must have been in place for at least 24 weeks to show that an extensive Graduated Approach has been trialled.

Following External Agency Support, the recommendations should be inputted onto the new ISP and implemented.

**There will  
be three ISPs a year:**

- Term 6 and Term 1
- Term 2 and Term 3
- Term 4 and Term 5

Each will have a  
6 and 12 week  
review.