Y7/8 Request for Support - Information

The KS3 enhanced provision at Moulsham Junior School works specifically with students in Year 7 or 8 across Mid Essex to support transition from Primary to Secondary. We aim to work supportively and co-operatively with the families and caregivers of the student, as well as the referring provision and any other agencies.

Each request is heard at a panel meeting which consists of representatives from the SEMH Enhanced Provisions, the local authority, local schools and other relevant services.

Requests will be considered at panel based on the following criteria:
- SEMH is the main area of need
- TPP is adopted as a whole-school approach
- High quality SEND support has been in place, including support from the SEND Inclusion Team
- The school is prepared to work in partnership and maintain their inclusion
- Parental consent is agreed
- Transport can be provided (for placements).

If you are confident that you can meet the above criteria, please continue to complete this Request for Support Form and send it to:

Jo Brown, Head of Provision – 07355 091632 - Moulsham Enhanced Provision or complete the request for support and send securely to jbrown@moulsham-jun.essex.sch.uk

Submission deadline dates	Panel dates
25th September 2025	9th October 2025
27th November 2025	11th December 2025
22nd January 2026	5th February 2026
26th February 2026	12th March 2026
30th April 2026	14th May 2026
18th June 2026	2nd July 2026

Further information about all SEMH Enhanced Provisions can be founds here:

SEMH enhanced provision: SEMH enhanced provision | Essex Schools Infolink

Please be aware of the following additional considerations that may influence panel decisions:
- Current cohort within the provision
- Provision capacity
- Other pupil needs which require further assessment.

Request for Support

Student Information

Surname (legal)	
Surname (known as)	
Forename	
Date of Birth/Year Group	
Ethnicity/Gender	
UPN	
PPG	Yes/No
FSM	Yes/No
CiC	Yes/No
Attendance %	**Please attach Attendance Report**
Current Educational Provision	Full-time ☐ Part-time ☐ Alt Ed ☐
SEND Needs	☐ EHCP - Band _____ ☐ EHCNA – Date requested _____ ☐ SEN support **Please attach latest One Plan**
SEND Area of Need	
Date of last meeting/next meeting	
Diagnosed conditions	ADHD/ODD/ASD etc
Key Stage 2 data (predicted/actual)	Reading: Writing: Maths:

Parent/Carer Information

Parent/Carer 1 – contact details

Name	
Address	
Telephone Number	
Email	

Parent/Carer 2 – contact details

Name	
Address	
Telephone Number	
Email	

Family Information, Views and Consent

Family Members	
Family circumstances	
Any other significant factors	
Transport arrangements confirmed with parents	Yes/No
Mode of transport	Walk/ Cycle, Parent to drive, Bus/ Taxi funded by secondary school
Student views	
Family views	
Signed	
Date	

Agency Involvement

Agency	Finish/start date	Key worker details	Outcome/Impact	Report Attached
Family Solutions				Yes/No
Attendance monitoring				Yes/No
Education Psychology				Yes/No
Inclusion Partner **Please state if parental consent has been given or student was discussed anonymously**				Yes/No
Health Services				Yes/No
Youth Offending team				Yes/No
Paediatrician/GP				Yes/No
CAMHS				Yes/No
MHST				Yes/No
Community Police				Yes/No
Power/Affinity Project				Yes/No
Education Access				Yes/No
Virtual School				Yes/No
Alternative Provision				Yes/No
Other (please specify)				Yes/No

Child Protection/Safeguarding Information

Social Care Involvement	CIN/CP (delete as appropriate)
Social Worker Name	
Telephone Number	
Email	
Date CIN/CP open	
Date of last meeting	
Date of next meeting	
Risks	Y/N (please consider leaving site/physical aggression/attendance/home visits etc)

Education Information

Name of current school/provision		
TPP Status (please tick)	Totally embedded	☐
	Partially embedded	☐
	Attended Train the Trainer	☐
	Attended Elements 1 & 2	☐
	Expressed interest	☐
If Y8, please state which school was attended in the previous academic year and give a brief history		
Referrer's name		
Role		
Email		
Telephone Number		
Is the school SENCo aware of this request?	Yes/No	

Supporting Information

Support requested (please tick) The outcome of the request will be one of the following: - Consultation, advice and signposting - Outreach support - A short-term, partnership placement in an SEMH Enhanced Provision.	Consultation, Advice & Signposting ☐ Outreach Support ☐ A short-term, partnership placement ☐
Reason for request for support (Include which assessment tools have been used, and details of strengths, areas of need, family context, significant contributing factors)	
What support is currently in place?	
What is working well?	
What is not working?	
Desired Outcomes	