



New notification process for Children missing out on education (CMOE)

03 Feb 2025

From week beginning 3 February 2025 the way schools notify us of pupils on reduced timetables and/or attending an alternative provision is changing

These pupils are referred to by the DfE as Children Missing Out on Education (CMOE) and it is a requirement that schools notify their LA of the details of these pupil's plans.

Improved process

We listened to school's feedback on the notification method and have made changes, limited by the systems available to us, that we hope will make the process quicker and easier.

There is now just one form, embedded into Gateway. This works in much the same way as the leaver notification form introduced at the start of the school year.

The new, embedded form replaces the previous documents that had to be downloaded from EGfL, completed and uploaded on Gateway. Many of the fields are tick boxes or drop downs to improve consistency and reduce the time the form takes to complete.

Guidance

([Login](#) to view documents)

[Step-by-step guide to completing the embedded Gateway CMOE form](#) (PowerPoint)

[Guidance on reduced timetables and alternative provisions](#) which was published by the LA earlier this year.

Further information

If you have any further queries on CMOE please contact cmoe@ealing.gov.uk.

Related content

[Children missing out on education \(CMOE\)](#)

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Last updated: 04 Feb 2025