

Leavers tasks and referrals checklist

Last updated: September 2023

Details of tasks, who it applies to and when does it need to be completed Off roll confirmation letter to parent for all pupils who are removed from roll Schools must complete this task as soon...

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Diversity and equality hub case study

Last updated: July 2024

The journey so far School has been pro-active in their engagement in the race equality in education programme Race equality is one of four key areas monitored by governors The Challenging Disproportionality training has been delivered to all...

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Ensuring parents of SEND pupils receive regular positive messages

Last updated: November 2024

Background and context A school wanted to increase the number of parents/carers of children with additional needs reporting that they regularly receive positive messages about their child and their child's learning as baseline data showed this...

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ELP innovation hub

Last updated: February 2025

The innovation hub is a platform for schools in the Ealing Learning Partnership to share innovative practice. Schools can upload their case study using Survey Monkey, which will then be sent to Clare Rees and the EGfL web team to review and format...

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Key finance events by school term

Last updated: April 2025

Regular to do list Monitoring of budget including forecasting – monthly Bank Reconciliation School bursarial service (SBS) planner: Update the latest CEA onto the SBS planner to show latest movements within codes Update cashflow - monthly Update...

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Attendance tracker

Last updated: August 2023

The school attendance tracker is available to download below and: Allows school to track pattern of attendance for each pupil through the entire academic year Is a quick visual aid for Dedicated Attendance Lead or other SLT who need oversight of...

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Cross-phase literacy project to improve reading ages at KS3

Last updated: November 2024

School/ Context Secondary schools have identified a need to explore KS2 reading intervention strategies to support them to close the gap between students with a reading age of 10 and below on entry in Year 7 and their actual age. Key points Cross-phase...

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Guidance for schools: Education of children outside of their normal age group

Last updated: May 2025

DfE guidance states that "in general, children should be educated in their normal age group, with the curriculum differentiated as appropriate, and that they should only be educated out of their normal age group in very limited circumstances....

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SEND professional portal frequently asked questions (FAQs)

Last updated: April 2024

Here are some FAQs about the SEND professional portal. Here is a visual FAQ guide also: I have downloaded the 2FAS authentication app it says Service List is Empty. I have a new phone, how do I set up the security...

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Budget deficit

Last updated: September 2024

The schools financial procedures provides maintained schools with guidance on a range of financial management processes that are set out as individual sections. This section should be read in conjunction with the budget - revenue. Schools are...

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