# Keeping children safe in education compliance form

This form is to be completed by the school. If the child is on roll at a special school please refer to Ealing’s EHE document for required steps The parent/carer should complete the EHE consideration form. **Once completed, please email a copy of this form and the completed parent’s form to** **blundy@ealing.gov.uk** **along with parent’s written confirmation that they are withdrawing their child to educate at home.**

|  |  |
| --- | --- |
| School name: |  |
| Name of child: |  |
| Form completed by: |  |
| Role: |  |
| Date completed: |  |
| Child/young person present? | YES [ ]  NO [ ]  |
| Child/young person has an Education Health and Care Plan  | YES [ ]  NO [ ]  |
| The EHCCo has been informed | YES [ ]  NO [ ]   |
| Who else was present during the discussion with the parent/carer? |  |

|  |  |
| --- | --- |
| We explained to the parent what Elective Home Education is and what their responsibilities are | YES [ ]  NO [ ]   |
| We had a discussion and answered any queries | YES [ ]  NO [ ]   |
| We used Ealing’s EHE Guidance to inform our discussion | YES [ ]  NO [ ]   |
| **We can confirm that the parent/carer taking responsibility for educational provision is clear about the following (see Ealing Guidance)** They have chosen to educate their child at home | YES [ ]  NO [ ]   |
| They will take on all financial responsibility for their child’s education: |  |
| They understand that the Local authority does not arrange/send/fund a tutor in the home or online | YES [ ]  |
| They understand that the Local Authority will make informal enquiries regarding educational provision | YES [ ]  |
| The school understands that once the child is removed from roll, if home education is not suitable within 16 weeks or parents cease home education within that time, Ealing’s Fair Access protocol may apply | YES [ ]  |
| The parent has confirmed their decision to electively home educate in writing to the school | YES [ ]  |
| The school will notify the LA that the child will be removed from roll | YES [ ]  |