

Pupil's Return to School Checklist

This checklist should be completed on pupil's return to school following a period of exclusion.

Name of Pupil:

Date of Birth:

School:

Year/Stage:

Date(s) of
Incident:

Date of Return
to School:

Action to be taken	Action Taken	Comment
School meet/discuss with parent/carer and child/young person. Re-admission to school not dependent on this taking place		
Pupil support planning continued and adapted in light of exclusion. This will include a risk assessment where appropriate.		
Needs of staff and other children and/or young people taken into account – solution oriented/restorative meeting held if appropriate		
Flexible package of support agreed and implemented where appropriate		
Any changes to timetable for limited period recorded on SEEMiS		
Consideration given to discussion at multi-agency forum		
Pupil Support/Guidance/Key worker or lead professional (where one exists) updated		
Monitoring and review arrangement put in place to ensure continued support		