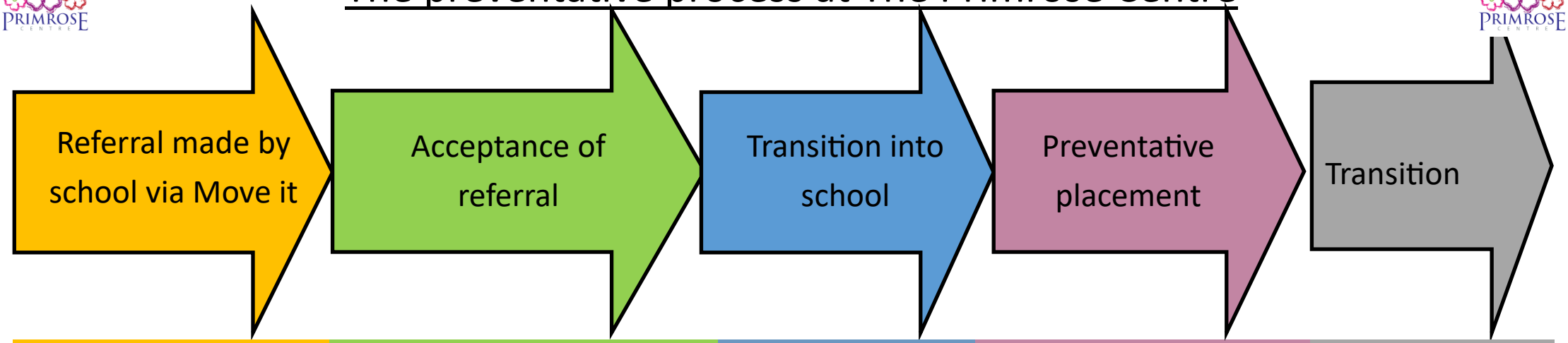
The preventative process at The Primrose Centre



- Any referrals made before 12pm on a Friday will be reviewed on the Monday.
- Feedback to schools not later than the following Tuesday whether on not we wish to pursue it further.
- We may decide to take them within 3 weeks or do further assessment to see if the package is suitable for the individual child.

- If we accept the referral and believe we can support, we will inform school and parents as appropriate to arrange pre admissions meetings.
- Parents will need to attend their meeting within a week of us accepting the placement in order for transport to be in place on time.
- A Pastoral Support Plan (PSP) and behaviour audit will be produced which will be shared with their class teacher here.
- If a child is LAC a PEP will need to held prior to them starting at Primrose.

- Pre admission paperwork must be complete before this stage begins.
- Pupil transition into school will be on a case by case basis depending on the children's and family's needs.
- We will complete relevant assessments with children on entry to Primrose.

- Preventative placements will be roughly 8 weeks with a review after 4 weeks which will include our staff and school . *there may be further reviews if required
- During the placement school are still responsible for safeguarding decisions but we will attend meetings to give updates.
- Communication will be made by our DSL if any concerns arise.

- Transition to back to their educational provision based on children's needs.
- All updated documents and assessments will be finalised and sent to the educational provision.
- Evaluation form will be sent for schools to complete.