



**The Northumberland School Readiness Passport**  
**Completing The SEND Support Checker**

**What is the SEND checker?**

The ‘School Readiness Checker’, within The Northumberland School Readiness Passport, should be completed in 6 month increments from ‘By 6 months’ to ‘Reception Ready’.

For some children however, the statements within the ‘Steps to School Readiness Checker’ may not be appropriate for their specific needs. These children are likely to have been identified as needing SEND Support, as they require something which is additional to, and/or different from that of their peers. The SEND checker can be used as an assessment tool for these children, creating a more in-depth and appropriate assessment for each child's individual learning and development.

The SEND checker assesses children in the four main areas of need:

- 1. Social, Emotional and Mental Health**
- 2. Communication and Interaction**
- 3. Cognition and Learning**
- 4. Physical and Sensory Needs**

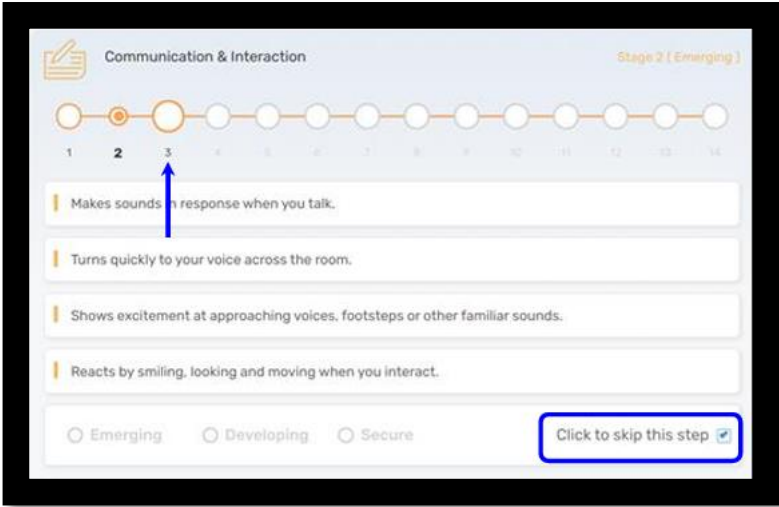
**How do you open the SEND checker?**

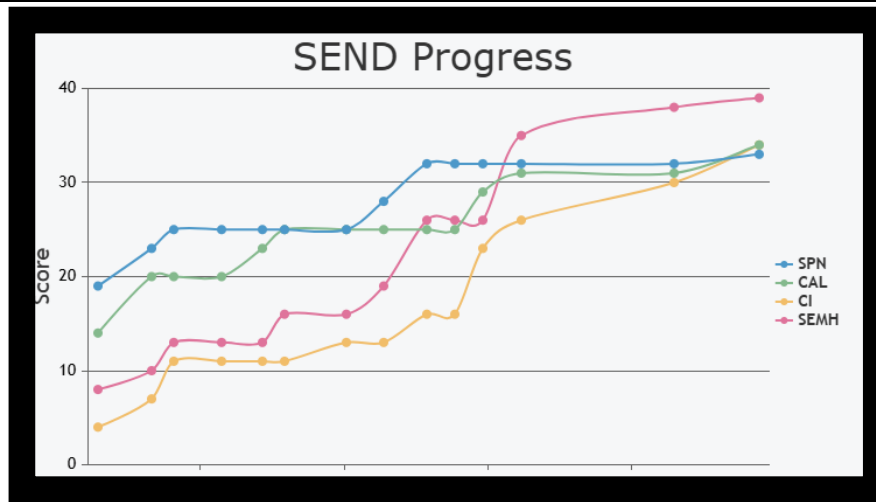
To activate the SEND Support Checker, ‘SEND Support’ should be selected from the ‘SEN Provision’ option under the ‘Child Details’ section of The School Readiness Passport.

The screenshot shows a web form titled 'Edit Child Details'. It contains several input fields for personal and identification details. The 'SEN Provision' dropdown menu is open, showing three options: 'None', 'SEND Support', and 'EHCP'. 'SEND Support' is highlighted in blue. Other dropdown menus include 'EYPP', 'EAL', 'CFC', 'Universal Practice fully embedded', 'Disability Access Funding', and 'EYSTAR Funding?'. At the bottom right, there are 'Cancel' and 'Save Changes' buttons.

SEND Support should only be selected through discussion and with the agreement of the child’s parents/carers. It is expected that other interventions will have been put into place before it is agreed that a



	<p>child needs to be assessed against the SEND Support Checker. This may include an Early Help Assessment or the graduated approach being initiated.</p>
<p><b><u>Completing the SEND checker</u></b></p>	<p>The SEND checker allows practitioners to record every child's unique profile. The SEND checker includes 14 stages within each category. Once the child has been marked as 'developing' or 'secure' within the stage, the next stage will become open, allowing access to the stage and statements.</p> <p>A child can be marked as developing in 2 stages on the same category; however, it is recommended that a child should not be working between more than 2 stages, within one area of need, at one time.</p> <p>Professionals might agree that a child may not achieve most or all of the statements in a specific step, e.g. due to medical needs, but may have some of the statements within the following step. In this example practitioners can choose to 'skip this step'. The next set of statements will then be opened. This can be accessed by selecting the step at the top on the toolbar.</p>  <p>Steps should only be skipped when it is agreed by the child's parents/carers.</p> <p>The checker can be re-opened within 2 weeks of submission. After 2 weeks, you can complete a new assessment.</p>
<p><b><u>Next Steps</u></b></p>	<p>The statements within each step are progressive. This will help practitioners to identify the child's next steps. When you submit the checker, you will be asked to record next steps. This will automatically be updated on the child's report. The progress graph for each child will automatically be updated as checkers are submitted. This will help to show the child's progress over time.</p>



It is recommended that the checker is completed at the time the action review record or cycle of support is reviewed. This is recommended to be completed every 6-8 weeks.

## Putting into practise

Once the checker is submitted you can record which actions you have in place to support the child to achieve their next steps, by clicking on the 'Actions in Place' tab.



The SEND checker can be used as a tool to identify a child's Primary Area of Need (PAN).

From this, targeted strategies can be implemented to support the child's learning and development. These should be recorded in the 'actions' session on the child's School Readiness Passport account.

A set of SMART (specific, measurable, achievable, relevant and time bound) targets can be created surrounding the child's Primary Area of Need (PAN).

The SMART targets should be reviewed every 6-8 weeks, at which point the SEND checker should be reviewed.