

## Matrix of Concern

GREEN (initial)	AMBER (subsequent)	RED (inappropriate)
<p>The school have used the Hillingdon PTTT Guidance and ensures that the pupil is safeguarded during school hours when the pupil is not expected in school.</p> <p>The pupil or young person is planned to be on a <b>reduced</b> timetable for no more than 6 weeks.</p>	<p>The school has extended the PTTT timetable beyond 6 weeks.</p> <p>OR</p> <p>The school has extended the PTTT timetable beyond 12 weeks (see red).</p>	<p>The school have used a <b>reduced</b> timetable inappropriately based on the evidence obtained.</p> <p>There is concern from the information presented as to why this action has been taken and there is no effective 'exit strategy' or long-term plan.</p>
INDICATORS		
<p>Satisfied that appropriate agreement from parent/carer and any other agency is in place. (Social care for LAC, CIN or CP case).</p> <p>Re-integration plan for increasing to full-time education is time specific (no longer than 6 weeks).</p> <p>The EHC-Coordinator is aware when the pupil is to be on a PTTT due to <b>needs and setting suitability</b>.</p> <p>Risk assessment completed.</p>	<p>There is little evidence of progress.</p> <p>There has been no increase in school attendance.</p> <p>Parental dissatisfaction or concerns expressed by another professional.</p>	<p>The pupil is known to be at significant risk from harm.</p> <ul style="list-style-type: none"> <li>• CSE</li> <li>• Radicalisation</li> <li>• Other abusive situations</li> <li>• The pupil or young person is in care, subject to a CP or CIN plan.</li> </ul> <p>The pupil or young person has not been attending regularly for some time.</p>
WHAT TO DO NEXT		
<p>Inform the LA Attendance Support Team of this practice (Leap forms, Proformas).</p>	<p>Inform the Schools Attendance Support Officer of this practice and seek further support.</p> <p>Seek Support from Vulnerable Learners Team.</p> <p>Arrange Professionals meeting.</p>	<p>Inform the Attendance Support Team of this practice.</p> <p>Make an assessment to raise a MASH referral</p> <p>Notify your allocated ASO, VSO and Vulnerable Learners Manager.</p>