

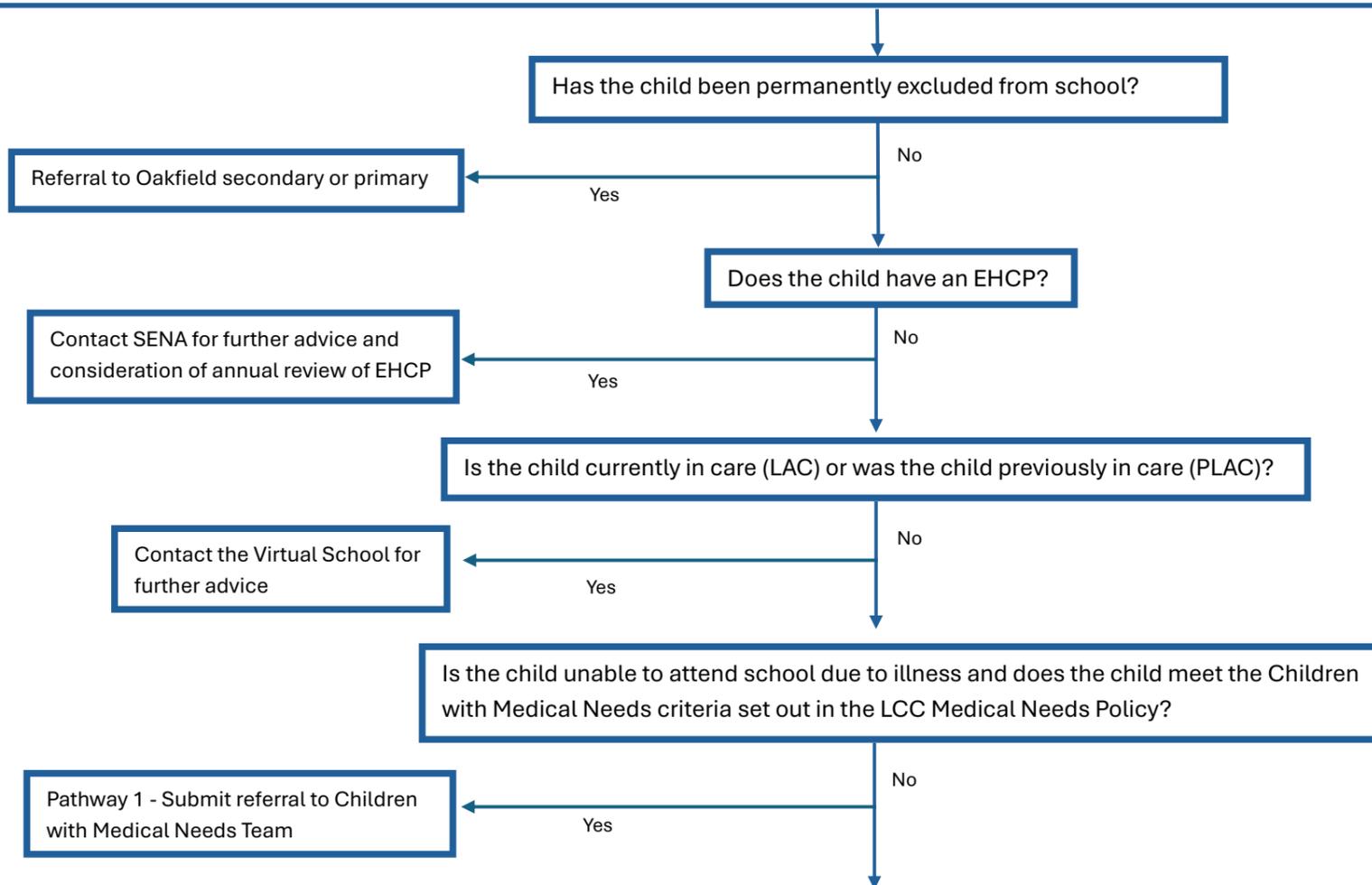
Section 19 Education Act Process Flowchart: LCC

Stage 1: Identification of Need

School, parent/carer, health professionals, Family Help/social care identify a child who is unable to attend school and access a suitable education under S19 as:-

- Permanently excluded from school.
- Unable to attend school due to illness.
- Unable to attend due to other reasons.

AND it is clear that child has been or will be absent from school for 15 days or more over the course of a school year either consecutively or cumulatively



Stage 2: Pathway 2 - Referral to the Local Authority

School to consider whether graduated approach for the child has been utilised in accordance with [LCC S19 policy](#). If a graduated approach has been followed and the child is still unable to access a suitable education school to submit PME referral including the following details in accordance with paragraph 11.7 of S19 policy:

- a detailed chronology of actions taken by the school with regard to meeting the child’s educational needs (graduated approach),
- summary of reasonable adjustments,
- their attendance history (record with codes),
- individual health care plan (where relevant).
- attainment and SEND information where applicable.
- parent’s voice, child’s voice and the views of the school.
- safeguarding considerations/plan.

Stage 3: Local Authority Assessment of Referral

- LA will assess eligibility under Section 19 in accordance with paragraph 12 of the S19 policy.
- LCC will record discussions and assessments undertaken by partners responsible for S19 provision decisions on the Child’s education record and will inform the referrer and parent of the outcome in writing.

Stage 4: Decision

Decision outcomes:

1. S19 agreed
2. S19 declined
3. Further information is required to assess for S19

S19 agreed

S19 declined

Further information is required to assess for S19

Stage 5: Monitoring, Review and Reintegration

S19 will be regularly reviewed at agreed intervals (typically every 6-8 weeks) to:

- Evaluate suitability, attendance and progress
- Health status
- Plan for reintegration into school where appropriate referring to paragraph 13 of the S19 policy.

LCC to advise that parent and school, work together to reintegrate the child back into regular attendance and advise other agencies so they can support where relevant.

LCC to request further information from school and parent to carry out S19 assessment.

