

**FAIR ACCESS PROTOCOL – SECONDARY PUPILS**  
**POTENTIAL RECEIVING SCHOOL INFORMATION SHEET FOR FAP PANEL TO CONSIDER**  
Please fully complete this form and answer *all* questions below, **sign and date**.

<b>Student Name:</b>	
<b>Year Group:</b>	
<b>School:</b>	

**Please complete the table below with your current to date figures:**

NCY	PAN	ON ROLL	SEN SUPPORT	EHCPs	CIC	MANAGED MOVES	PERMANENT EXCLUSIONS	STABILITY % *
7								
8								
9								
10								
11								

\***STABILITY - High level of In-year admissions:** in the receiving year group, 3% more than the national stability measure (currently 90.1%) have been admitted outside of the normal admissions round (analyse school performance).

**Internal Profile of Year Group to receive the pupil:**

No. of students on intervention graduated pathway Level 1	No. of students on intervention graduated pathway Level 2	No. of students on intervention graduated pathway Level 3	No. of students on PSP	FTE in Year Group to date

**FOR YEAR 10/11 STUDENTS ONLY, PLEASE STATE GCSE SUBJECTS OFFERED:**

**Safeguarding Considerations**

Are there any safeguarding considerations that the school may face if the child named in the referral was allocated to your school? If yes, please provide details below, including any known risks to the pupil, other pupils or staff. *Please outline any support or risk management strategies you deem may be required.*

Pre September 2024 Ofsted Inspection Outcome – Requires Improvement or Inadequate (Single Judgement)	Please tick if relevant:
After November 2025 Ofsted Inspection Outcome – please list any evaluation areas graded Urgent Improvement/Not Met (Eight Evaluation Areas)	Please tick if relevant:
Subject to targeted RISE intervention support	

Completed by:	Date:
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**GUIDANCE NOTES:**

- If relevant, please explain why any year groups exceed the school's admission number.

- It is understood that all children with an EHC Plan and Children in Care (CIC/LAC) will have been allocated a place through the usual admissions process for those children, despite having significant challenges which may have fallen within the FAP categories i.e. permanent exclusion. If the child is under EHCP assessment, they may still be discussed at the FAP panel who will decide the next steps on a case-by-case basis.
- Whilst the panel must have due regard to the information supplied by schools, there is no guarantee that this will mean that your school is not allocated a FAP child at panel, it is therefore important that you advise what you can offer the pupil and what other support you may need for their transition.

Any additional information written on the cover sheet or additional pages cannot be accepted. This is to ensure that each school can be fairly considered against consistent information. Decisions will be made at panel meetings using the Data Dashboard information.

**Please note that all information provided on this form will be viewed and considered by the Fair Access panel members for the child in question. The proforma will also be kept on the child's file within the Local Authority according to information requirements.**

**Data protection:** In accordance with the General Data Protection Requirements (GDPR) and Data Protection Act 2018 we must inform you how we use this information. Gloucestershire County Council uses this information for the purposes of the Fair Access Panel and in line with our responsibilities under the School Standards and Framework Act 1998. For further information on how we use this information, please view our Privacy Notice which can be found online at [Introduction | Gloucestershire County Council](#)