



GUIDANCE NOTES FOR CHILDREN YOU ARE CONCERNED HAVE SPEECH, LANGUAGE AND COMMUNICATION NEEDS

SCHOOL AGE CHILD: CONCERN RAISED BY TEACHER / PARENT

PRE-SCHOOL OR SCHOOL AGE CHILD: PARENT VISITS GP TO RAISE CONCERNS

SCHOOL STAFF COMPLETE PERMISSION LETTER AND SEND TO PARENT

GP Checks CAF not already in place. If no CAF complete:
- common single need referral form if only SLT required
- full CAF if more than one need is indicated
If CAF exists send updated CAF
Send to Children's Therapy Centre, 8th Floor Regent House, Heaton Lane SK4 1BS/ Sanderling House Birdhall Lane, Cheadle Heath

SCHOOL STAFF COMPLETE SLT PRE-REFRRAL CLINIC FORM

NO PERMISSION

PERMISSION GRANTED

SCHOOL USE INFO ON THE PRE-REFERRAL FORM TO MAKE A JUDGEMENT ON INTERVENTION TO TRY

SCHOOL STAFF KEEPS PRE-REFERRAL FORM TO DISCUSS WITH SLT AT PRE-REFERRAL CLINIC (at least termly)

SLT CONTACTS PARENT

SCHOOL INTERVENTION GROUP e.g. SEAL, Talking Partners, Narrative, Phonological Awareness

SLT ADVISES SCHOOL /PARENTS

IF SLT RECOMMENDS FULL REFERRAL: SCHOOL COMPLETE CAF (UNLESS ALREADY DONE BY GP)
- common single need referral form if only SLT required
- full CAF if more than one need is indicated
FOLLOW COMMON PROCESSES i.e check with Sanderling if CAF already, if not complete forms and send to Beckwith with copy of pre-referral form and copy to sanderling

