

**STAFFORDSHIRE EDUCATION TARGETED SERVICES**  
**PUPILS ELECTIVELY HOME EDUCATED**  
**SCHOOL EXIT INFORMATION**

The purpose of this form is to gather information on students leaving education to be educated at home.  
**PLEASE COMPLETE AS FULLY AS POSSIBLE.**

Name of Child: \_\_\_\_\_ DOB: \_\_\_\_\_

Unique Pupil Number: \_\_\_\_\_ Student ID: \_\_\_\_\_ NCY: \_\_\_\_\_

Name of Parent: \_\_\_\_\_  
1. \_\_\_\_\_ PR  
2. \_\_\_\_\_ PR  
3. \_\_\_\_\_ PR

Telephone: \_\_\_\_\_

Child's Address: \_\_\_\_\_

Address at which the child will be undertaking EHE if different from above: \_\_\_\_\_

Current school: \_\_\_\_\_

Does the child have SEND needs? YES / NO \_\_\_\_\_ If yes name of SENco/Inclusion Manager \_\_\_\_\_

Does the child have an EHCP? YES / NO \_\_\_\_\_ If yes name of SEND worker \_\_\_\_\_

What is the child's overall attendance figure at the time of the de-registration? \_\_\_\_\_ %

Has the child had any fixed term exclusions in the current academic year? YES / NO \_\_\_\_\_ If yes please attach details \_\_\_\_\_

Has the school raised any welfare or safeguarding concerns regarding the child? YES / NO \_\_\_\_\_ If yes please give details \_\_\_\_\_

Has the school notified other agencies supporting the child that the child will be home educated? YES / NO \_\_\_\_\_ If yes please give details \_\_\_\_\_

Please specify name of agency \_\_\_\_\_



Is the child currently or has the child ever been subject to a child protection plan?

YES / NO

If yes please give details

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Name of Social Worker

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Are there any factors which other agencies should be aware? **NB: Elective Home Education Officers are lone workers**

YES / NO

If yes please give details

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Does the school have any concerns about the parents' ability to provide a suitable education for this child?

YES / NO

If yes please give details

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In your opinion what is the main reason the parent is withdrawing their child to home educate them? (Please tick only one)

- |   |                          |                                  |                          |
|---|--------------------------|----------------------------------|--------------------------|
| Problems with SEN provision                     | <input type="checkbox"/> | No satisfactory school place     | <input type="checkbox"/> |
| Dissatisfaction with school provision           | <input type="checkbox"/> | School Refuser                   | <input type="checkbox"/> |
| Permanent exclusion                             | <input type="checkbox"/> | Risk of exclusion                | <input type="checkbox"/> |
| Attendance/at risk of prosecution               | <input type="checkbox"/> | Referral to SSU                  | <input type="checkbox"/> |
| Racism/Homophobia bullying                      | <input type="checkbox"/> | Gifted/Talented                  | <input type="checkbox"/> |
| Religious Beliefs                               | <input type="checkbox"/> | Philosophical                    | <input type="checkbox"/> |
| Bullying  | <input type="checkbox"/> | Medical needs of parent          | <input type="checkbox"/> |
| Lifestyle/cultural                              | <input type="checkbox"/> | Physical medical needs of child  | <input type="checkbox"/> |
| Social, emotional or mental health of the child | <input type="checkbox"/> | Requested or suggested by school | <input type="checkbox"/> |

Please note that parents are also asked to indicate from the above list their reason for EHE.

Has the school made an offer of support to the child e.g. Exams/learning resources? YES / NO  
If YES please specify

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Any other comments

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Information given by: \_\_\_\_\_ Name: \_\_\_\_\_

Designation: \_\_\_\_\_ Date: \_\_\_\_\_

Date letter was received from Parent: \_\_\_\_\_

Date taken off roll: \_\_\_\_\_

Please return this form and a copy of the de-registration letter from parents with parental responsibility to Jenny Dodd, Elective Home Education Co-ordinator, Staffordshire County Council, Families First, 1 Staffordshire Place, Tipping Street, Stafford, ST16 2DH, or by email to [electivehomeeducation@staffordshire.gov.uk](mailto:electivehomeeducation@staffordshire.gov.uk)

Thank you.

