



## QUESTIONS I'D LIKE TO ASK

---

---

---

---

## ISSUES RAISED BY SCHOOL/COLLEGE

DATE OF NEXT MEETING:

## HOW TO USE THIS FORM

**Before the meeting**, use some time to write on the form:

1. What is going well for your child at home and in school or college.
2. What your child or young person's views are - what do they think is going well and what isn't.
3. List the difficulties you would like to talk about - for example, your child is struggling with their peers, i.e. making friends, they're having meltdowns, or they need regular reminders to have a drink.
4. Write down any questions you want to ask teachers or other staff or professionals at the meeting.

### **During the meeting:**

1. Talk about what's going well and ask the professionals to do the same.
2. Go through the difficulties you've listed one by one and discuss them. When action has been decided, write it down in the 'action planned' column, along with who will be doing it and when.
3. If professionals talk about other difficulties that aren't on your list, add them to 'Issues raised by school or college' and write down any actions in the same way.
4. Try and fix a date for the next meeting.

### **For more support:**

Visit our website ([www.southtynesidesendiass.co.uk](http://www.southtynesidesendiass.co.uk)) for more information about requesting and planning for a school meeting. You can also make a referral online if you would like support from the service.