



HIGH NEEDS BASE PANEL PROTOCOL FOR RANKING APPLICATIONS IN ORDER OF PRIORITY

Panel members all read every application and are asked to note if certain elements are apparent in the application and colour code them accordingly. The following features would trigger a red colour code;

- Safeguarding
- Placement breakdown

The following features would trigger an amber colour code;

- N2 child not yet accessing an educational provision

All other applications will be considered 'green'.

Once any children who are ranked red or amber have been discussed, green children will be prioritised according to their cohort and chronological age – N2's being considered first.

Examples of situations which might trigger a red colour code

Child has a terminal illness

Child has social services involvement

Child is looked after

Child is facing exclusion or has had a number of suspensions

Child is experiencing ongoing reduced timetable

Examples of situations which might trigger an amber colour code

Child has been unable to be allocated an educational setting