

# Outline plan for your child's home education

\*\*\*CONFIDENTIAL\*\*\*



Thank you for registering your child as being home educated at London Borough of Camden. This form is designed to help support you in the beginning stages of planning your child's home education and to help us to better understand the diversity of EHE across Camden. We would appreciate you completing this document, providing as much information as possible about how you are planning to home educate your child.

The outline plan is shared with the Home Education Advisor, who will contact you soon to discuss any support and advice. Please read our Home Education Policy so you are clear about LA and parent's responsibilities.

Please return within the next four weeks via email to [ehe@camden.gov.uk](mailto:ehe@camden.gov.uk)

Name of Child:		Date of Birth:	
Gender (as they identify)			
Address:			
Parent/Carer's name(s)			
Parent/Carer's telephone number:			
Parent/Carers email address(es):			
Are there other children in your house who are home educated? Yes <input type="checkbox"/> No <input type="checkbox"/>			
If yes, please provide details			
Language spoken		Translator required Yes <input type="checkbox"/> No <input type="checkbox"/>	
Ethnicity		Please tick	
<input type="checkbox"/> Afghanistan	<input type="checkbox"/> Arab other	<input type="checkbox"/> Gypsy /Roma	<input type="checkbox"/> Traveller of Irish heritage
<input type="checkbox"/> Albanian	<input type="checkbox"/> Bangladeshi	<input type="checkbox"/> Indian	<input type="checkbox"/> Ukrainian
<input type="checkbox"/> Any other Asian Background	<input type="checkbox"/> Black-Congolese	<input type="checkbox"/> Kosovan	<input type="checkbox"/> White and Asian
<input type="checkbox"/> Any other black background	<input type="checkbox"/> Black Nigerian	<input type="checkbox"/> Kurdish	<input type="checkbox"/> White and Black African
<input type="checkbox"/> Any other ethnic group	<input type="checkbox"/> Black Somali	<input type="checkbox"/> Latin/South/Central American	<input type="checkbox"/> White and Black Caribbean
<input type="checkbox"/> Any other mixed background	<input type="checkbox"/> Black Caribbean	<input type="checkbox"/> Pakistani	<input type="checkbox"/> White British
<input type="checkbox"/> Any other white background	<input type="checkbox"/> Chinese	<input type="checkbox"/> Refused / information not obtained	<input type="checkbox"/> White Irish
Did you view online Camden's guidance on EHE Yes <input type="checkbox"/> No <input type="checkbox"/>		Do you wish to subscribe to the Camden EHE newsletter Yes <input type="checkbox"/> No <input type="checkbox"/>	
Are you OK with the EHE advisor hearing your child read? Yes <input type="checkbox"/> No <input type="checkbox"/>		Do you have a preferred time to be contacted?	
Previous School attended		Is your child on a waiting list for a school place? Yes <input type="checkbox"/> No <input type="checkbox"/> Please list school names:	
Does your child have an Education Health and Care Plan (EHCP)? Yes <input type="checkbox"/> No <input type="checkbox"/>		Date letter / email sent to school to inform them you are undertaking elective home education:	
Has school acknowledged your child is off roll? Yes <input type="checkbox"/> No <input type="checkbox"/>		Did school offer any ongoing support for your child Yes <input type="checkbox"/> No <input type="checkbox"/> If yes was this? <input type="checkbox"/> Exam access <input type="checkbox"/> Learning resources	

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What is the main reason for your child to be home educated?	Please only tick one box
<input type="checkbox"/>	Physical Health - medical evidence provided
<input type="checkbox"/>	Physical Health - no medical evidence provided
<input type="checkbox"/>	Health concerns relating to Covid-19
<input type="checkbox"/>	Mental health - medical evidence provided
<input type="checkbox"/>	Mental health - no medical evidence provided
<input type="checkbox"/>	School Phobia
<input type="checkbox"/>	Did not get school preference (reception)
<input type="checkbox"/>	Did not get school preference (secondary) – Year 7
<input type="checkbox"/>	Did not get school preference (In year admission)
<input type="checkbox"/>	Difficulty in accessing a school place (CME)
<input type="checkbox"/>	Permanent Exclusion
<input type="checkbox"/>	Risk of school exclusion
<input type="checkbox"/>	Suggestion / pressure from school *
<input type="checkbox"/>	Dissatisfaction with the school system, or the school(s) at which a place is available.
<input type="checkbox"/>	As a short-term intervention for a particular reason
<input type="checkbox"/>	Special Educational Need or a perceived lack of suitable provision in the school system for those needs
<input type="checkbox"/>	Dispute with school about SEN
<input type="checkbox"/>	Bullying of the child at school
<input type="checkbox"/>	Religious reasons
<input type="checkbox"/>	Lifestyle choice
<input type="checkbox"/>	Other
<input type="checkbox"/>	Parent / guardian does not wish to give a reason
<p><b>Other information about why you decided to home educate your child or anything else you feel we need to know about your child.</b></p>	
<p><b>What are your child's thoughts about EHE?</b> (you child can complete this section if they wish)</p>	

**Planning:**

Please give a brief outline of how you intend to educate your child at home.

a) What is your approach to literacy and numeracy in accordance with your child's age, ability, aptitude and any Special Education Needs (SEND) including the appropriate resources being used, including Camden's minimum voluntary expectations for education achievement in reading and numeracy (what subjects areas you are planning to cover and resources you are planning to use (e.g. specific online resources, online tuition, distance learning, tutoring educational work books, tutors etc)

1.

2.

3.

Do you intend to employ a tutor or an online provision? Yes  No

If yes, do you give consent for the Home Education Advisor to speak to the tutor / online provision? Yes  No

If yes, please provide:

Name:

Contact number:

Email address:

b) How will you provide a range of learning opportunities across a variety of subjects and topics appropriate resources being used. (e.g., use of libraries, home education groups, museums, clubs, faith based, or supplementary schools attended by your child etc.)

1.

2.

3.

c) How many hours of education are you providing for your child's education per day and across the week? (Camden recommend a minimum of three hours per day).

**d) What is your child's education plans and how would you know if they are making progress or meeting education goals? What do you and your child hope to achieve in the next year from home education (e.g., increased confidence, qualifications, cultural awareness, personalised curriculum etc.)?**

1.

2.

3.

Is your child working towards a qualification? Yes  No

If yes, please give details of the subject and qualification

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e) What opportunities for socialisation and activities you will provide to meet your child's needs outside of the family home? (e.g., attendance at sport, cultural groups etc.)	
1.	
2.	
3.	
f) Please describe how the education reflects your educational philosophy.	
1.	
2.	
3.	
g) <b>Special Education Needs:</b> If your child has additional learning needs that may impact on his/her learning including an EHCP – consider how these needs will be met?	
1.	
2.	
3.	
h) <b>For Annual Review - Child/ren who has been home educated for over a year</b> Please explain how you have adapted or changed the education you provide since the last meeting with the home education advisor?	
Is there any advice and support you require about home education?	
Please consider if your plan reflects, the following: *Literacy & Numeracy, Life Skills that will enable your child to make well-balanced decisions; good social relationships and responsibility, critical thinking, creative talents, and other abilities which give children the tools needed to pursue their life options. * <i>Committee on the Rights of the Child – General Comment 1 – Annex 9</i>	
Completed by:	Date:

Please return to Elective Home Education email: [ehe@camden.gov.uk](mailto:ehe@camden.gov.uk)  
Electronic copies of this form are available from our website: <https://www.camden.gov.uk/educating-your-child-at-home>

DfE publications for Local Authorities and Parents:  
<https://www.gov.uk/government/publications/elective-home-education>

It would be helpful to the home education advisor if you can upload photos of at least three pieces of English and three pieces of Maths work and any other work that your child is proud of. You can also use your mobile phone to take photos of your child/ren work. Or if you prefer these can be shared at the first meeting with the home education advisor. (Please note any photos are deleted from our records once the report has been completed)

If you would prefer to give us a report on the home education provided you are more than welcome to send it to us.

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Our Home Education Advisor will review the information and will contact you to arrange a virtual meeting via Zoom, MS Teams, or a telephone call. If you would prefer a face-to-face meeting, we can arrange this at your home, our office, or another agreed place.

We look forward to hearing about your child's education and how we can offer any additional advice and support.

### Additional information:

Please note that parent(s) who choose to electively home educate their child/ children at home must be prepared to assume full financial responsibility, including the cost of any public examinations.

Please ensure you have read our Home Education Policy, Safeguarding information, information for young carers, information about Radicalisation, Minimum voluntary standards for education achievement, and our resources available at <https://www.camden.gov.uk/educating-your-child-at-home>

### DATA PROTECTION ACT 1998

The information you provide is required to fulfil the requirements of Sections 437 to 443 of the Education Act 1996. This information may also be used for monitoring and statistical research purposes.

#### Declaration

I consent to London Borough of Camden recording and processing the information detailed in this form. I understand that this information may be used by the department in pursuance of its business purposes and my consent is conditional upon London Borough of Camden complying with their obligations under the Data Protection Act 1998.

Signature of Parent:

Date

Please note if you decide to deregister your child/ren from Elective Home Education and are looking for a school place. You will need to put this in writing to [ehe@camden.gov.uk](mailto:ehe@camden.gov.uk)

Camden School Admissions are not centralised, so therefore it is the parent's responsibility to secure a school place for their child/ren at a school. The schools hold the vacancy list, so therefore you would have to make in year applications to the schools directly or using the online system. We may not be aware which schools have vacancies, as the schools are fully responsible for this, and vacancy details can change quickly.

If you feel, you have been treated unfairly by a school, or they have not communicated with you in the way they should have, then there is an appeal process please find the link below for this.

Once you have appealed then you will be contacted regarding the next step: <https://www.camden.gov.uk/appeal-against-school-admissions-decision>