TRANSITIONS AND PREPARING FOR ADULTHOOD

ENGLAND

SEND School Visit Checklist

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A practical checklist for visiting a school or setting when you are considering a place, including SEND-specific questions you can take with you.

A visit is not an offer, and this checklist does not recommend a placement. Section I decisions, where an EHCP is involved, have their own legal process.

Who this is for

Parents, carers and young people visiting a mainstream or specialist setting in England.

What is inside

- Before you visit
- A during-the-visit checklist
- Questions to ask
- A write-up page

Please read this first

This is a free starting-point resource from My SEND Friend. It is general information, not legal, medical or benefits advice, and it is not an official or government form. It does not guarantee an assessment, plan, adjustment, payment or any other outcome. Check current official guidance (for example GOV.UK) and get individual advice from SENDIASS, IPSEA or a suitably qualified adviser when you need it.

Look, listen, and write it down later

Notice the atmosphere as well as the answers: how staff speak to pupils, what unstructured time looks like, and whether a quiet space is real. Take someone with you if you can. If you have an EHCP, you can still visit and ask questions, but a preference should be followed up in the formal process.

Setting name

Date of visit

Who I met

Who came with me

What I want to look at

- [ ] How pupils move around, and what corridors, lunch, and playtime feel like
- [ ] The classroom or teaching spaces this child might use
- [ ] Quiet or regulation space, and whether pupils can actually use it
- [ ] How staff talk about SEND, behaviour, and working with families
- [ ] How information is shared with cover staff and specialists
- [ ] The journey, entrance, and start and end of the day

Questions I can ask

How is support organised, and who would be the key adult?

What happens if my child is overwhelmed, in pain, or cannot get into school that day?

How do you work with families, and how often would we review support?

Anything else this setting said, or that I still need in writing

After the visit

What felt possible, what worried me, and what I will follow up

Useful next steps and sources

Use what helped in this pack and leave the rest. You can come back to it when you need to. Live tools on mysendfriend.co.uk remain free, including Help Me Now, the SEND Letter Builder, the Reasonable Adjustments Builder, the DLA and PIP Claim Planners, and the free resources hub. Saving work to My SEND Plan is optional.

Where to check official or independent information

Guidance and benefit rules can change. Check the current official position, and get individual advice when you need it.

- GOV.UK: Children with special educational needs and disabilities (SEND)
- The SEND Code of Practice 2015 (England)
- The school's SEN information report and complaints policy
- Your local SENDIASS service
- IPSEA, for legally based information in England
- Preparing for Adulthood materials and your local offer, where relevant

A reminder about this free pack

This is a free starting-point resource from My SEND Friend. It is general information, not legal, medical or benefits advice, and it is not an official or government form. Using it does not start a statutory process or guarantee a particular outcome. Adapt every page to your situation.

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