

SEND Tab

Menu → Students → Select Student → view details → SEND Tab

Complete relevant sections under the headings; Student Information; SEND Summary; EHCP Outcomes; Other Support Needs & Strategies → SAVE

Anna Louisa Arandelle
Last Modified by Wall Gray on 12/05/2026 21:50:15

Active

Student Address Guardian Key Information **SEND** Professional Contact Transport Details External Partner Alert

Student Information

Course/programme/provision type:	1:1 mentoring on SEMH programme with Maths / Eng functional skills embedded
Main qualification/aim:	Maths/ English Functional Skills L1
Key worker name:	Alex Gray
1:1 worker name:	Alex Gray
Group worker name:	Sam Kane
Living situation:	At home with both parents (mum & dad)
Interests & strengths:	Anna loves to swim and enjoys learning about other cultures and places. She is very interested in travel and wants to explore this as a job option for post 16 transition.
Triggers:	Loud noises and sensory overload from busy spaces.

SEND Tab Settings

Menu → Settings → Organisational Preferences → Student Record → SEND Tab → Swipe to YES → Scroll down and SAVE

by the total number of points achieved (cumulative) or by the total number of days with full points (summative). Summative : ☐ NO	participation against all available sessions on the timetable, or against only those that students actually attended. Only Sessions Attended: ☒ YES	screen to manage attendance for behaviour and participation. Attendance Managed: ☒ YES	details screen. Enable: ☒ YES
Targets on Log Screen Display the current targets for a student when entering a Log. Enable: ☐ NO	Transport Tab Enable the transport tab on the student detail screen. Enable: ☒ YES	Show Target On Graphs Display the target line on graphs. Enable: ☒ YES	Show Negative Behaviours On Graphs Display the Negative Behaviours line on graphs. Enable: ☐ NO
Auto populate attendance Completes additional sessions by repeating first AM and first PM entered. Enable: ☐ NO	Allow zero behaviour data to be saved Allow no behaviour data to be saved. This will mute any behaviour reminder emails. Enable: ☐ NO	SEND Tab Enable the SEND tab on the student detail screen. Enable: ☒ YES	Show information from student side panel Shows student & guardian contact information from the side panel on the student record. Enable: ☒ YES

Student Record - Reports

SEND Tab Exports

Menu → Settings → Exports → SEND → Export.
This allows to download a CSV file that can function as a SEND Register.

