



Stage 1

Subject Teacher

•Subject teacher has concerns over the student’s academic engagement/progress, and the student meets **TWO** of the following thresholds:

- 3 missed Home study in 1 term
- 2 missed lessons in a fortnight
- 2 lates in a fortnight
- Missed cwk deadline
- Work being 2 or more grades below target

Stage 1 Cause for Concern Interview with Subject Teacher

- 1-2 appropriate targets are set for student
- 2 week review date is set

Review Date

Targets met = student off CfC

Stage 2

CTL

•Subject teacher continues to have concerns over the student's persistent lack of academic engagement/progress, after the student **failed to meet the targets of the Stage 1 Academic Cause for Concern**

- Continues to miss Home Study
- Continues to miss multiple lessons each fortnight
- Continues to have multiple lates to lesson each fortnight
- Has failed to catch up on missed cwk deadline
- Work continues to be 2 or more grades below target

Stage 2 Cause for Concern Interview with CTL

- 1-2 appropriate targets are set/extended for student
- Support plan put in place
- 2 week (or more) review date is set + parents are notified

Review Date

Targets met = student off CfC

Stage 3

Director of Post 16

•CTL has serious concerns over the student's persistent lack of academic engagement/progress **after the student failed to meet the targets of the Stage 2 Academic Cause for Concern**

- Has persistently missed Home Study
- Has persistently missed lessons
- Continues to have multiple lates to lesson each fortnight
- Has failed to catch up on missed cwk deadline
- Work continues to be 2 or more grades below target

Stage 3 Cause for Concern Interview with Director of P16 + parent

- 1-2 contractual targets are agreed by student + parent
- Support plan continued/amended
- 2 week (or more) review date is set

Review Date

Targets met = student off CfC

Stage 4

Headteacher

•Director of Post 16 has serious concerns over the student's persistent lack of academic engagement/progress **after the student failed to meet the contractual targets of the Stage 3 Academic Cause for Concern**

- Has persistently missed Home Study
- Has persistently missed lessons
- Continues to have multiple lates to lesson each fortnight
- Has failed to catch up on missed cwk deadline
- Work continues to be 2 or more grades below target

Stage 4 Cause for Concern Interview with Headteacher + parent

- Final targets are agreed by student + parent
- Support plan continued/amended
- 2 week (or more) review date is set

Review Date

Targets met = student off CfC

