

# Northern Ireland Education and Library Boards

## Monitoring of Elective Home Education

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Child Name(s)	Date(s) of Birth

Date of Visit	
Time(s) of Visit	
Monitoring Officer(s)	
Visit Location <i>only where the visit takes place at a location other than the child(rens) home address</i>	
Person(s) Present and designation or relationship to the child(ren)	
Name	Designation

<b>A</b>	<b>Educational Environment</b>
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**Hazards, risks and threats**

*Is the area in which home education is to take place is free from the hazards identified above?*

**Yes**

**No**  *Please detail any issues or concerns below*

**Child social and emotional wellbeing**

*Does the child present as well in terms of social and emotional development?*

**Yes**

**No**  *Please detail any issues or concerns below. It may also be necessary to complete a UNOCINI where concerns exist.*

**Access to appropriate educational environment**

*Please detail the arrangements made as follows:-*

*Chair*

*Desk*

*Natural and/ or artificial lighting*

*Heating*

*Clean*

*Smoke free*

*Noise*

*Adult supervision*

*Meals*

<b>B</b>	<b>Information and Communications Technology (ICT) Skills</b>
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*Please note that some parents may opt not to provide access to ICT on religious grounds. Where this is the case please note below and do not proceed with this aspect of the monitoring.*

Description of the PC/Laptop to be used, including make, model and approximate age.

Is suitable software available, for example Microsoft Office with wordprocessor, spreadsheet, PowerPoint etc?

What additional ICT equipment is available, including type – e.g. printer, scanner etc, including make, model and approximate age.

Was there evidence that the ICT equipment is working, for example can a page be typed and then printed?

Where access to the internet is available, describe the provision in terms of modem – dial up/broadband, speed of access and any parental controls that may be in place.

Has health and safety been taken account off?

Is there evidence that the child has the necessary skills to manage the equipment – for example:-

Starting the equipment and opening a programme?

Inputting material, saving, copying and pasting and printing?

How many words per minute can be typed from a prepared piece of work and working from memory?

Other

<b>C</b>	<b>Educational Resourcing</b>
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*Describe the resources to me made available for the home education programme, for example, text and books, writing books, materials such as pens, pencils etc.*

*Are the materials appropriate in terms of key stage and the age of the child?*

*Are the materials recent and well maintained?*

*Does the child have access to concrete apparatus for learning?*

*Is there evidence of access to indoor and outdoor, age appropriate play materials and facilities?*

*Other*

<b>D</b>	<b>Educational Programme</b>
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*Describe the evidence for delivery of a home education programme using the following:*

Photographs	
Video	
Wall displays	
Art	
Timetable / programme	
Exercise books	
Portfolio of evidence	
Dates of work completed	
Appropriate marking	

<b>Educational Visits</b>	
<i>Locations</i>	
<i>Duration</i>	
<i>Frequency</i>	
<i>Activities</i>	
<i>Follow up activities</i>	
<i>Evidence of learning</i>	

Access to practical subjects	
PE/Sport	
HE	
Science	
Technology	

<b>E</b>	<b>Educational Skills</b>
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<b>Reading</b>	<i>Reading appropriate to age?</i> <i>Progression length of time on a book?</i> <i>Reading aloud?</i> <i>Unseen work?</i> <i>Omissions/errors?</i>
<b>Writing</b>	<i>Sample of previous work?</i> <i>Sample of current work?</i> <i>Accuracy/ issues?</i>
<b>Numeracy</b>	<i>Place value?</i> <i>Basic functions – addition, subtraction, multiplication, division?</i> <i>Problem solving / mental arithmetic?</i> <i>Time, money, shapes?</i> <i>Appropriate level to chronological age?</i>
<b>Talking and Listening</b>	
<b>Skills, Knowledge and Understanding</b>	

<b>F</b>	<b>Special Educational Needs and/or Disabilities</b>
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*Pre-existing details of child's SEN known, e.g., Statement of SEN, including board/authority that made the statement and date, educational psychological reports, medical reports etc.*

<i>Other professional involvement</i>		
<b>Name</b>	<b>Designation</b>	<b>Contact Number</b>
	<i>Educational Psychologist</i>	
	<i>Social Worker</i>	
	<i>General Practitioner</i>	
	<i>School SENCO</i>	
	<i>Speech Therapist</i>	
	<i>Occupational Therapist</i>	
	<i>Physiotherapist</i>	

*Evidence of SEN present in any of the following categories?*

<i>Cognitive and learning</i>	
<i>Social, Emotional and Behavioural</i>	
<i>Communication and interaction</i>	
<i>Sensory</i>	
<i>Physical</i>	
<i>Medical Conditions/syndromes</i>	
<i>Other</i>	

*Detail any concern regarding a delay in the child compared to children of similar chronological age.*

<b>G</b>	<b>Socialisation</b>
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*Friendships in home locality. Able to name friends?, activities engaged in?*

*Membership of youth organisations*

*Memberships of other clubs or sport activities.*

*Library membership and frequency of visits, reading focus.*

*Links with other home educating families, including activities engaged in and frequency*

*Other*



<b>H</b>	<b>Progression</b>
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*Evidence of progression from previous visit, including timescale.*

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<b>I</b>	<b>Child's Point of view/opinion of home education</b>
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<b>K</b>	<b>Conclusions</b>
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<i>Group A</i>	<i>Group B</i>	<i>Group C</i>
<i>Annual Visit</i>	<i>Follow up visit for corrective action in 4-6 weeks</i>	<i>Termly Visit</i>

<i>Referrals to be made (if any) and reason(s)</i>	
<i>Name</i>	<i>Reason(s)</i>

*Notes*

<i>Signed</i>		<i>Date</i>	
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