



My Annual/Transition Review

Meeting Summary

(insert Name)

(Insert School/College)

(Insert Date of Meeting)

My next meeting will take place on: (insert)

1. This is who attended my annual review/transition review meeting

Name	Relationship to me	Report provided – Y or N

2. Changes to my personal information: Yes/No

<p>Please note these changes:</p>

This is how I think things are going:

<p>What's going well: <i>(Views of all)</i></p>	
<p>What could be better: <i>(Views of all)</i></p>	
<p>This is how I feel about my life at the moment: (Child/Young Person's views mandatory)</p>	
<p>This is what I want for myself in the future (my aspirations): YR9 onwards mandatory</p>	<p><i>(Careers advice attached where available)</i></p>
<p>This is what my family think of my life at the</p>	

moment: <i>(Parent/carer relative views)</i>	
This is what my family want for me in the future: <i>(Parent/carer relative views)</i>	
This is what my school think about my progress and what I need to do next (include targets):	Attendance: Academic progress: Social Progress: Inclusion in school life:
This is what my social worker thinks: (delete row if n/a)	
This is what my careers adviser thinks: (delete row if n/a)	
This is what my health professionals think: (delete row if n/a)	
This is the support my family would like, to help them to help me progress and achieve my goals:	

My Action Plan: This includes my overall outcomes (what I need to achieve to help me in adulthood).

Targets: My targets are the steps I need to take to help me achieve my goals (outcomes). My action plan records my progress against my agreed targets from last year (taken from my current EHC Plan, Statement of SEN or IEP) including my successes. My current targets include those agreed throughout the year and at my meeting
(insert/delete rows and sections as appropriate)

The support I need for: Education and learning (for life and work)			
Intended Overall Outcome:			
Date set:	Target:	This is the support I have/will receive(d) to help me achieve my target:	Progress
The support I need for: Communicating and interacting with others			
Intended Overall Outcome:			
Date set:	Target:	This is the support I have/will receive to help me achieve my target:	Progress
The support I need for: Friendships, relationships and being part of my community			
Intended Overall Outcome:			
Date set:	Target:	This is the support I have/will receive to help me achieve my target:	Progress

The support I need for: My social, emotional and mental health needs			
Intended Overall Outcome:			
Date set:	Target:	This is the support I have/will receive to help me achieve my target:	Progress
The support I need for: My independence and personal care needs (delete if n/a)			
Intended Overall Outcome:			
Date set:	Target:	This is the support I have/will receive to help me achieve my target:	Progress
The support I need for: My physical needs (delete if n/a)			
Intended Overall Outcome:			
Date set:	Target:	This is the support I have/will receive to help me achieve my target:	Progress
The support I need for: My sensory needs (delete if n/a)			
Intended Overall Outcome:			
Date set:	Target:	This is the support I have/will receive to help me achieve my target:	Progress

The support my family needs, to help them to support me			
Intended Overall Outcome:			
Date set:	Target:	This is the support I have/will receive to help me achieve my target:	Progress
The support (health provision) I need for my health/medical needs (delete if n/a)			
Intended Outcome:			
Date set:	Intended Outcome:	This is the support I have/will receive to help me achieve my target:	Progress
The support I need for my social care needs (delete if n/a)			
Intended Outcome:			
Date set:	Intended Outcome:	This is the support I have/will receive to help me achieve my target:	Progress

Other information, including actions required e.g. additional assessment advice required