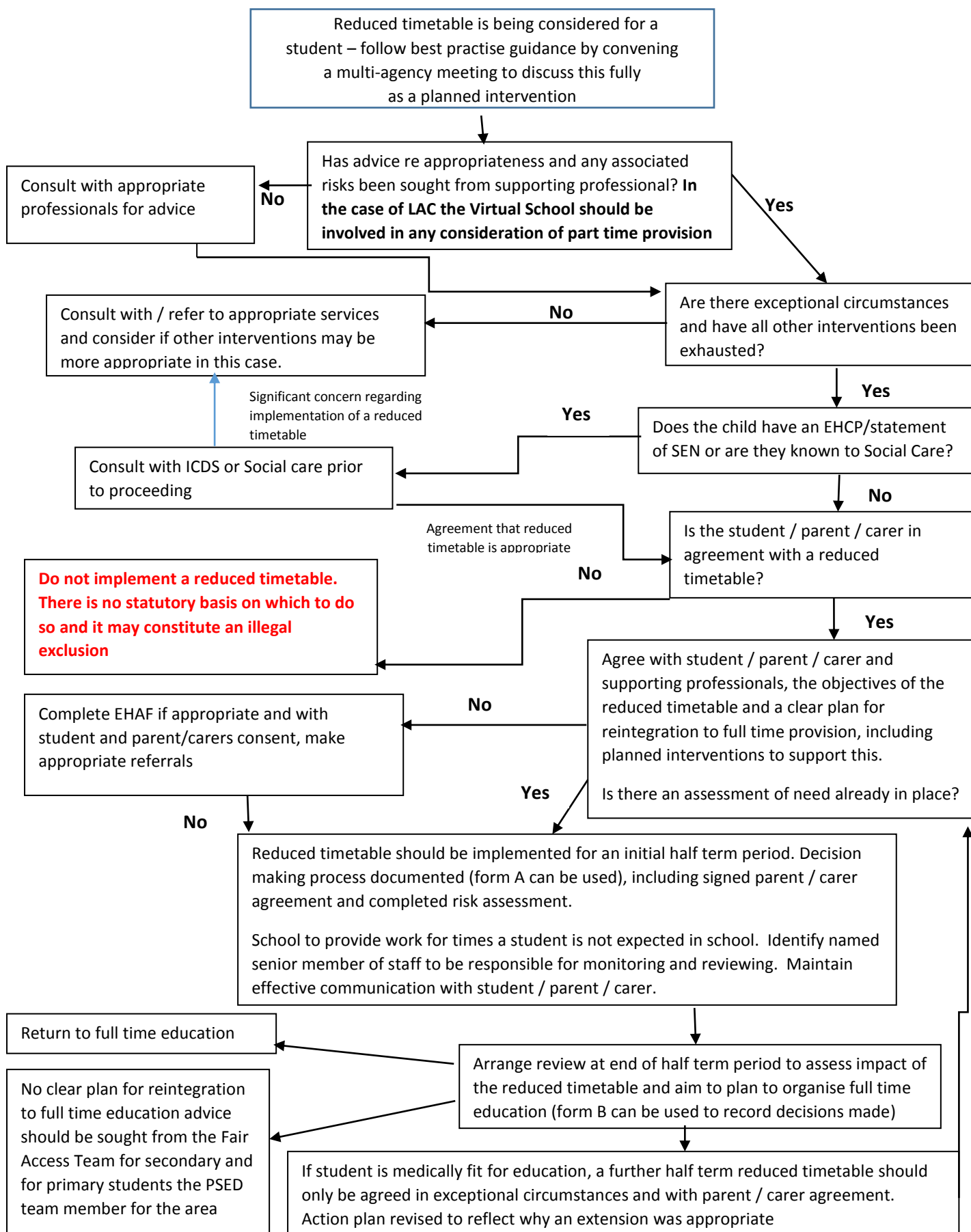


## Process for implementing a reduced timetable



### For all students on a reduced timetable

- Keep a record in school
- Mark register correctly – Code C for any sessions it is agreed that the student should not be in school
- Complete termly data request from Nottinghamshire County Council
- Contact Fair Access or PSED Team for advice if there is no clear plan for re-integration to full time education.