

Guidance Notes

This process diagram provides an overview of the process but does not contain all possible outcomes of each step to prevent it from becoming too complicated.

Please refer to the more detailed guidance documents or use the Mosaic workflow screen for more detailed information.

Child Missing Education Mosaic Map

Children’s Services April 2023

Key

Step Name
[responsible worker/team]

NOT A STEP
Other process

Next Action

NFA

Involved worker identifies that the Child is Missing Education

CS Internal Contact
[Any Worker]

CS Childrens Services Contact
[CSC / Education Attendance Worker]

Information received by CSC or Inclusion and Attendance Team

Transfer in from Elective Home Education workflow

ED Child Missing Education Request
[CS Education Attendance Team]

Warning added to Person Summary screen C: School Attendance Order

ED Child Missing Education Assessment
[Education Attendance Worker]

ED Missing Education Activity Completed (NFA)

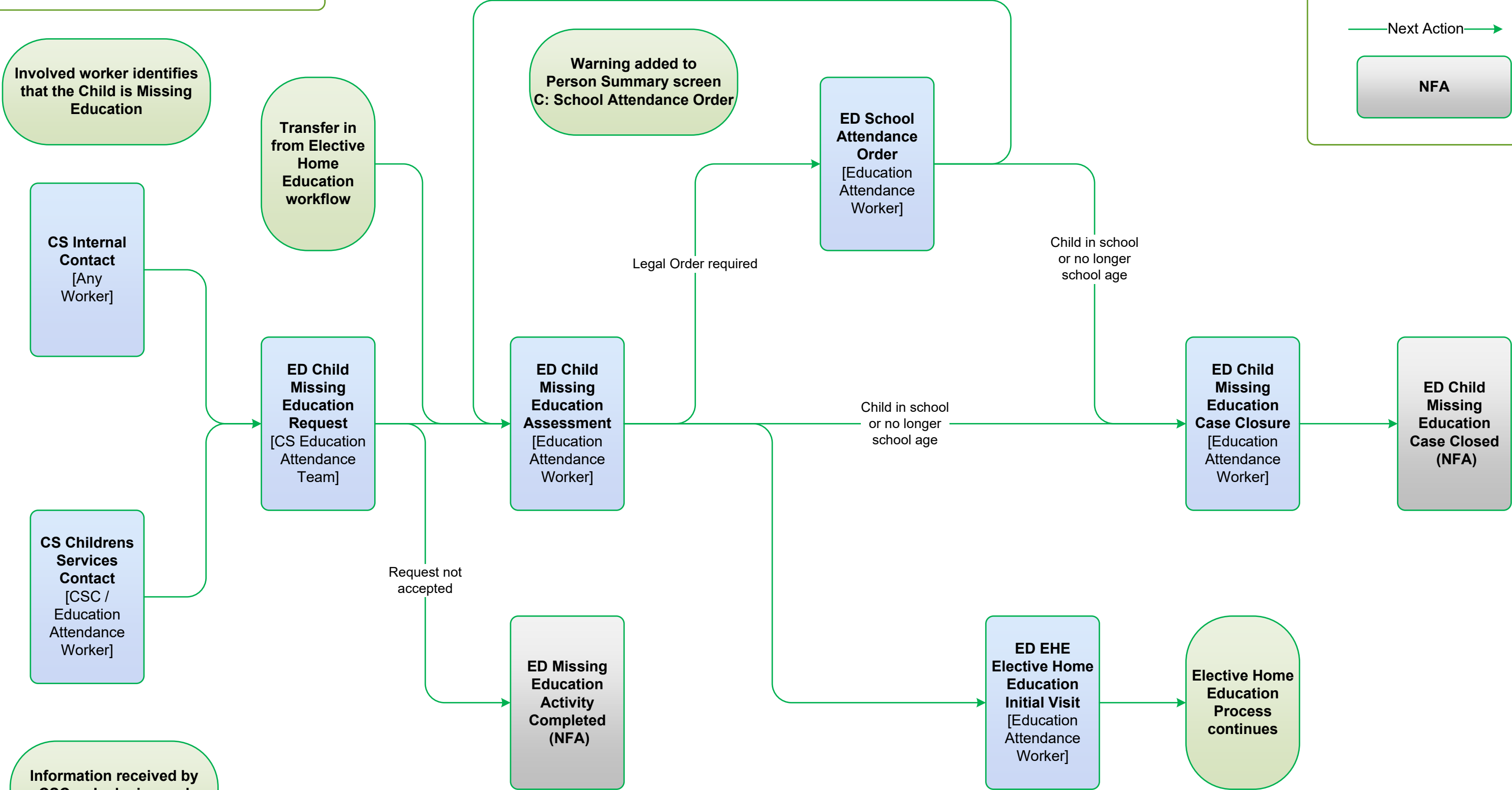
ED School Attendance Order
[Education Attendance Worker]

ED EHE Elective Home Education Initial Visit
[Education Attendance Worker]

Elective Home Education Process continues

ED Child Missing Education Case Closure
[Education Attendance Worker]

ED Child Missing Education Case Closed (NFA)



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Elective Home Education Mosaic Map

Children’s Services April 2023

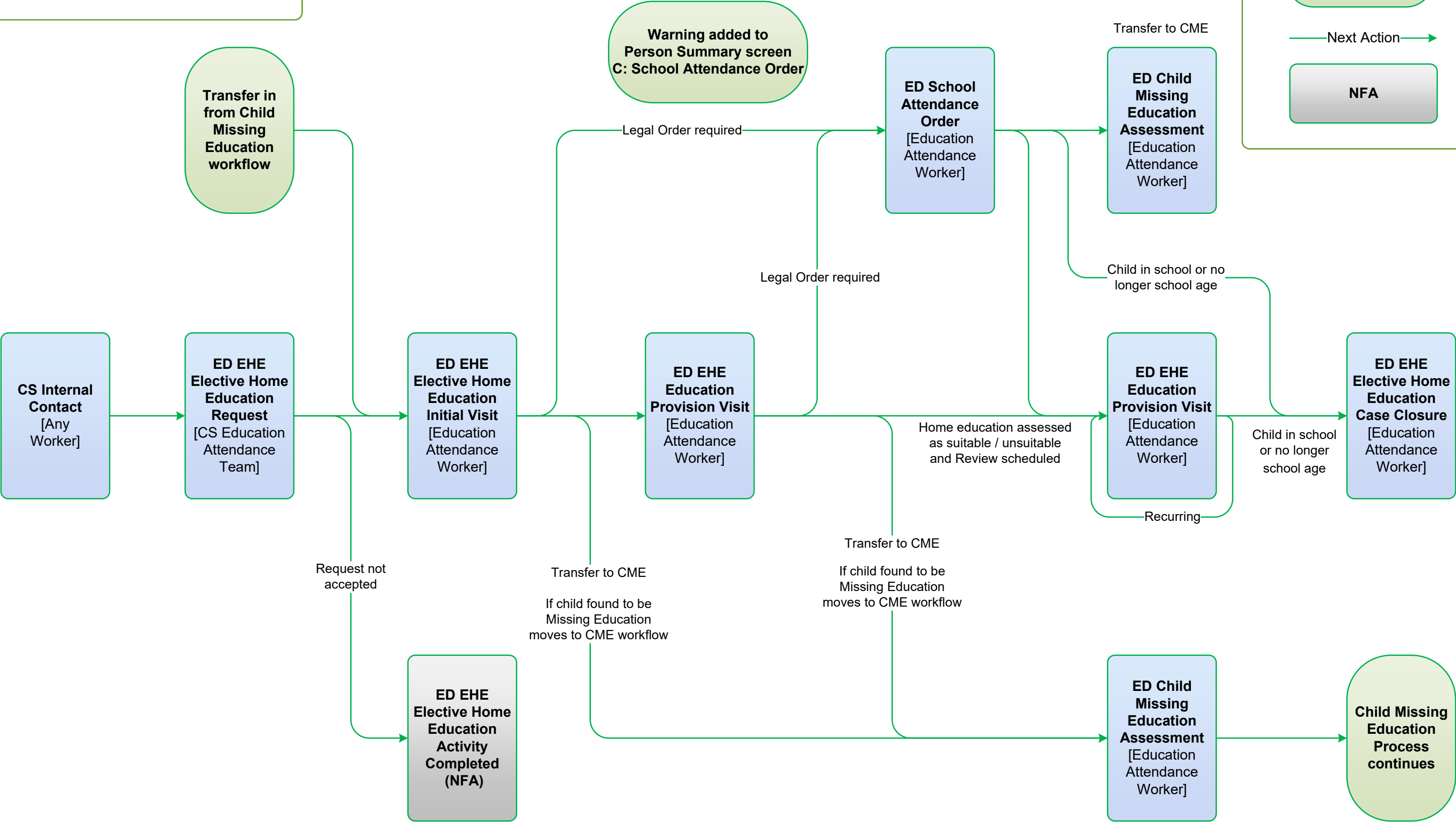
Key

Step Name
[responsible worker/team]

NOT A STEP
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Education Supervision Orders

Mosaic Map

Children’s Services April 2023

Key

Step Name
[responsible worker/team]

NOT A STEP
Other process

Next Action →

NFA

