**Reasonable Adjustments Record**

1. List all the options/adjustments to enable inclusion. (All options should be documented even if not feasible).
2. Benefits and Detriments of each option.
3. Decision of feasibility.
4. Discuss decision with the Head Teacher who will make the final decision based on the evidence.

**Situation/ Concerns:**

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| --- | --- | --- | --- | --- |
| **Option/Adjustments**  | **Benefits of Option**  | **Detriments of Option**  | **Decision of Feasibility** | **Notes**  |
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**Outcome:**

Visit Leader Signature: Date Head Teacher Signature: Date