

OFFICIAL-SENSITIVE PERSONAL
(When completed)

DCS Assessment of Supportability (OES Form 101)

This form is to be completed by the Service person with parental responsibility.

All children aged **0-18** years of age require DCS Confirmation of Supportability before accompanying their parent on an overseas assignment. Before completing this form, please ensure you have read the **DCS Supportability– Information Leaflet No:100**.

All personnel should note that, dependent on the needs of the child; assessment of support needs can take up to **12 weeks**. Family travel will be delayed if any part of the supportability process is incomplete.

Instructions:

- **This form should be completed by the Service person with parental responsibility.**
- Please complete **one OES Form 101 per child**.
- Where a field does not apply, please indicate not applicable (N/A).
- If you require any support in completing this form, please contact the DCS School/Setting or the Overseas Education & Supportability (OES) team (RC-DCS-HQ-OES@mod.gov.uk).

When Completed:

- If moving to an area supported by DCS Schools/Settings, please send the completed form to the school/setting directly, unless transferring from Northern Ireland.
- If transferring from Northern Ireland, please send the completed form to the OES team (RC-DCS-HQ-OES@mod.gov.uk).
- If moving to any other overseas area not supported by DCS Schools/Settings, please send the completed form to the OES team (RC-DCS-HQ-OES@mod.gov.uk).

Section 1: Child's Details

Child's Legal Surname:		First Name(s):	
Family Name (If Different):		Gender (+/or Pronouns):	
Date of Birth:		Year Group:	

Section 2: Details of Persons with Parental Responsibilities

Serving Person with Parental Responsibility:		Other Person with Parental Responsibility:	
Relationship to Child:		Relationship to Child:	
Rank/Grade:		Rank/Grade (If Applicable):	
Service Number:		Service No (If Applicable):	
Current Email: (Preferably ModNet)		Alternative Email:	
Current Tel:		Alternative Tel:	
Service Arm: (Please Tick)	Army <input type="checkbox"/> Navy <input type="checkbox"/> RAF <input type="checkbox"/> Marine <input type="checkbox"/> Civil Servant <input type="checkbox"/> Other <input type="checkbox"/>		
Current Unit Address:			
Line Manager's Name:	Email (MODNet):		
	Tel No:		

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Section 3: Proposed Assignment Details

Assignment Location and Country:			
Destination Unit Address:			
Proposed Start Date:		End Date:	

Section 4: Education Provision

Current School/Setting Name and Address:		Email:	
		Tel No:	
Proposed School/Setting Name and Address:		Email:	
		Tel No:	
Proposed School Type: (Please Tick)	DCS School/Setting <input type="checkbox"/> Independent School <input type="checkbox"/> State School <input type="checkbox"/>		

Is your child currently Electively Home Educated?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is it your intention to Electively Home Educate?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Section 5: Additional Needs

We will request further information from your child's school/setting regarding any additional needs, but parental knowledge is essential in providing a holistic view of a child's needs.

Please tick the box below that best describes your child:	
1. Additional Needs - None	<input type="checkbox"/>
2. Additional support – e.g., communication, reading, handwriting, physical, emotional and/or behavioural support.	<input type="checkbox"/>
3. Special Educational Needs/Additional Learning needs i.e., has an individual support plan.	<input type="checkbox"/>
4. Has any one of the plans listed below: <ul style="list-style-type: none"> • Education Health and Care Plan – EHCP (England) • Service Children's Assessment of Need – SCAN (DCS Schools) • Individual Development Plan – IDP (Wales) • Co-ordinated Support Plan – CSP (Scotland) • Statement (NI) 	<input type="checkbox"/>
If you have checked boxes 2, 3 or 4 please provide a description of the child's needs:	

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Section 6: External Agencies

Please tick the relevant boxes below (If none, please ensure you tick none):				
Agency Involvement	None	Past	Date Support Ended	Current
Speech and Language Therapy	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Physiotherapy	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Educational Psychology	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Occupational Therapy	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Advisory Teacher/LEA SEND Support	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Child and Adolescent Mental Health Services (CAMHS)	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Paediatrician	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Social Care	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Health Visitor	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Portage	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Other Agencies not listed above (for example, Sensory Impairment Services e.g., vision/hearing):	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
If Sensory Impairment, please provide additional details:				

Section 7: Attachments Linked to Sections 5 & 6

Following sections 5 & 6, please attach copies of all relevant information and reports with this form. Please list the attachments below:		
Document:	Author:	Date of Document/Report:

Section 8: Safeguarding and/or Social Care Support Needs

Level of Need	Yes	No	Date Support Ended	Current
Safeguarding file exists for this child	<input type="checkbox"/>	<input type="checkbox"/>		
Early Help, TAC, or other early intervention support	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Child in Need	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Child Protection Plan	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
<p>The MOD assumes responsibility for entitled family members when moving overseas and needs to ensure best safeguarding practice is followed, where possible. If the answer is 'Yes' to any of the above, DCS may follow up to facilitate the transfer of records, where appropriate, subject to policies on international data transfers under UK GDPR.</p> <p>For safeguarding purposes, DCS will also seek confirmation that this transfer has taken place.</p> <p>Parents should be aware that if there is a safeguarding record held or indication of social care involvement, additional information may be requested to support decision making in relation to supportability for the overseas placement.</p>				

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Section 9: Educational Considerations

- The **DCS Supportability – Information Leaflet No: 100** has been read and understood.
- Educational provision in the overseas location has been researched by parents including, considering my child's needs, curriculum differences, transition to different stages of education (e.g., primary school to secondary school) as well as examination arrangements, as appropriate.
- The educational impact for my child when transitioning back to the English education system (or devolved administration equivalent) at the end of my assignment has been considered. This includes transferring during a critical stage of education.
- The service person understands that they should **not** proceed with their assignment until receiving 'DCS Confirmation of Supportability.'

Section 10: Processing Your Data

The personal data collected in this form will be processed by Defence Children Services in accordance with the MOD Privacy Notice (<https://www.gov.uk/government/publications/ministry-of-defence-privacy-notice/mod-privacy-notice>) and DCS Record Management Directive.

DCS will hold, and use, your personal data under the public duty of the MOD to provide support to its personnel regarding the specific educational and welfare requirements of their children.

When required, DCS may share data with appropriate external organisations in order to fully understand and support your child's educational and welfare needs. This could include, but is not limited to, schools, social care, and health professionals. If such circumstances apply, DCS will notify you in advance.

Section 11: Next Steps

If your child is in a school, please ask your child's current school to complete the OES Form 102. The school will send it directly to DCS, copying you in.

If your child is in an early years setting e.g., nursery, childminder, please ask your child's current setting to complete the OES Form 103. The school will send it directly to DCS, copying you in.

If your child is currently being Electively Home Educated, please fill in and enclose the completed OES Form 104.

DCS may contact your child's current school/setting directly if further information is needed.

Section 12: Declaration

I understand all the statements in Sections 9, 10 and 11.

Signature: By adding my electronic signature, or by typing my name, I am signing this form as confirmation of my understanding. I am also confirming, to the best of my knowledge, the information within this form is correct.

Signed:			
Full Name:		Date:	

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