

RETSCHSEN

Sunderland City Council Retention Schedule

Ref Number	Business Function and Record Type	Retention Period	Action	Prompt	Notes and Statutory Requirements
<b>Special Educational Needs</b>					
Process involving in assessing and providing individual support for children who have need of special education support.					
<b>Special Educational Needs Files</b>					
	SEN Panel Minutes and Decisions	35 years	Destroy	Date of closure	Common practice
	SEN Case Files	35 years	Destroy	Date of closure	Common practice
	SEN Tribunal Files	35 years	Destroy	Date of closure	Common practice
[REDACTED]					
	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]					
	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]