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| **Communication Friendly Environment Audit Action Plan (ELSEC)** | | | | | |
| **Setting name: Date of Audit:** | | | | | |
| **Target (long term)** | Start date | **Start RAG**  **Red**  **Amber**  **Green** | **Review date** | **Review RAG**  **Red**  **Amber**  **Green** | **Review notes**  Has the target has been achieved or not and how/why  Record progress/next steps for the long term target |
| **Short Term SMART Target:**  Actions:   * **Consistency:** * **Monitoring:** * **Feedback:** * **Pupil Involvement:** |  |  |  |  |  |
| **Short Term SMART Target:**   * **Consistency:** * **Monitoring:** * **Feedback:**. * **Pupil Involvement:**. |  |  |  |  |  |
| **Long Term SMART** |  |  |  |  |  |
| **Revisit the checklist and make notes here to inform the next target(s)**  **Your Long Term Target may carry over with new short term targets until achieved – we will continue to update short term targets as the long term target continues.** | | | | | |