

EDUCATION, HEALTH AND CARE PLANNING PATHWAY

At a glance guide to an Education, Health and Care (EHC) Assessment



A proposal for an EHC assessment is received by the 0-25 Special Educational Needs and Disability (SEND) Statutory Assessment Team from either the 'Team Around Me' working in conjunction with the early years setting/school/college or education provider, or the education setting directly. Alternatively, a request may be received from the parent(s) or young person themselves. The proposal is submitted to the Single Multi-Agency Panel (SMAP) within 4 weeks which will decide whether to conduct an EHC assessment.

SMAP allocates the case to a named Assessment Coordinator. Parent(s) or young person notified of agreement to assess.

Yes

No

Assessment Coordinator meets with family or young person to gather additional information. A SEND Officer from the 0-25 Special Educational Needs and Disability (SEND) Statutory Assessment Team begins to write a Skeleton EHC Plan. A Multi-Agency Drafting Meeting is held to add more information to the Skeleton EHC Plan. The Skeleton Plan becomes the Draft Plan.

SEND Team quality assure the Draft Plan prior to submission to SMAP. Panel decides whether or not to issue a Statutory EHC Plan.

Yes

No

The agreed draft EHC Plan is sent to the parent(s) / young person for their consideration. Parent(s) / young person are asked to either agree the Plan, or request amendments before agreement.

SEND Team will inform the parent or young person of decision and their right to appeal. A step down process is used to ensure needs are met without statutory provision.

The Draft EHC Plan is amended (if necessary), finalised and issued by the SEND Team to parents, professionals and the education provider.