



EHCP INFORMATION GUIDE

This guide provides essential information about Education, Health, and Care Plans (EHCPs) for parents, carers and educators of children with special educational needs and disabilities (SEND) in the UK. It will help you navigate the process, understand your rights and know how to advocate for the best support for the children in your care.

For more resources and information, visit sendatheart.com.

With much love...

Genevieve Joseph-Williams 

WHAT IS AN EHCP?

An Education, Health and Care Plan (EHCP) is a legal document that outlines the education, health, and social care needs of children and young people aged 0-25 with special educational needs and disabilities (SEND). The purpose of an EHCP is to ensure that children and young people receive the support they need, to succeed in education and in life, both in school and beyond.

WHEN IS AN EHCP NEEDED?

An EHCP may be needed if a child has significant or complex needs that cannot be met by the support available in mainstream education. Schools will provide support for children through 'SEN Support,' but if this is not enough, the child may require an EHCP to ensure they get appropriate and tailored support to help them achieve their full potential.

THE EHCP PROCESS

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1 Requesting an EHCP Assessment

- Anyone can request an assessment for an EHCP, including parents, school staff, or health professionals.
- Parents can request an EHCP assessment through the local authority (LA) in writing.
- You can contact your LA to find out more including what information the LA will need about your child in order to consider the EHCP application.
- The LA must decide whether to assess/not the child within 6 weeks of the request.

2 The Assessment:

- **If** the request is accepted, an assessment will begin. This involves collecting information from the child's school, health professionals, social care, and the family. This takes time.
- Professionals will evaluate the child's educational, health and care needs to determine the level of support required.
- A decision may be made **not to** issue an EHCP after assessment. The LA will need to explain the reasons for this decision and tell you about your right to mediation and appealing to the SEND tribunal.

3 **Draft EHCP:**

- A draft Education, Health and Care Plan (EHCP) is usually created after the LA decides that an EHC plan is necessary.
- Parents and educators are invited to review the draft and suggest changes or additions.
- If parents disagree with the content, they can challenge the draft before it becomes final.

4 **Final EHCP:**

- After considering any feedback from parents and professionals, the local authority will issue a final EHCP. This plan is legally binding, meaning the local authority is required to provide the support detailed in the plan.

KEY COMPONENTS OF AN EHCP

SECTION A	The views, interests and aspirations of the child/young person's and family
SECTION B	The child/young person's identified needs across areas
SECTION C	Health needs related to SEN/D
SECTION D	Social Care needs related to SEN/D + Community Needs
SECTION E	Measurable outcomes in the different areas of need
SECTION F	SEN/D provision detailing the support and interventions required to meet the child's needs
SECTION G	Health provision
SECTION H	Social Care provision
SECTION I	Educational placement most appropriate for the child's needs
SECTION J	Funding and personal budget
SECTION K	Advice and information gathered to write plan
SECTION L	People/agencies involved in reviewing and monitoring the plan

HOW TO APPEAL AND RESOLVE DISAGREEMENTS

Understanding Your Rights

If you disagree with the content or decisions made in an EHCP, you have the right to appeal. This can include disagreements about:

- The support provided
- The educational placement
- The content of the EHCP itself

How to Appeal:

Support avenues such as SENDIASS (Special Educational Needs and Disabilities Information Advice and Support Service) provide free, impartial advice.

- **Mediation:** Before going to a tribunal, parents must consider mediation, a process where an independent mediator helps resolve disagreements between the family and the local authority.
- **SEND Tribunal:** If mediation does not resolve the issue, parents can appeal to the SEND Tribunal. This process is free and impartial.

MAINTAINING AND REVIEWING THE EHCP

Annual Reviews

- EHCPs are reviewed at least once a year to ensure the child's needs are still being met and the plan remains relevant.
- During the review, progress toward the outcomes is assessed, and any changes or updates to the plan can be made.
- If the child's needs change or if the support is not working, you can request a review of the EHCP outside of the annual review process. Liaise with your school SENCO or contact the LA to request a re-assessment of needs.

Remember, the EHCP is there to ensure the best possible support for your child. It's okay to feel overwhelmed by the process, but don't hesitate to ask for help. Be persistent, advocate with confidence and seek support whenever needed.

You are your child's best advocate.

Make sure they get the education and care they deserve.

Disclaimer: This guide provides an overview with general information and guidance. For specific advice related to your child, consult with professionals such as educational psychologists, paediatricians, schools special educational needs coordinators (SENCOs) and or your Local Authority.