Statutory EHC Needs Assessment Pathway

Request for EHC Needs Assessment received by the LA from Education Setting, Health & Social Care and/ or Parent Carer (SEN@bristol.gov.uk)

SEN notify teams from Education, Health and Social Care

(Panel Notification Letter 1: Date to be seen at Panel & request for any information)

EDUCATION

Educational Psychology

tradingwithschools@bristol.gov.uk then to named link EP following Yes to EHC NA

Bristol.Autism.HotLine@bristol.gov.uk then to named BAT specialist teacher/ mentor following Yes to EHC NA

Sensory Support

Joao.roe@bristol.gov.uk then to named QTVI/ ToD following Yes to EHC NA

ALP Hub

chris.davies@bristol.gov.uk

Sue.cox@bristol.gov.uk

Hope Virtual School Head.virtualhope@bristol.gov.uk

Early Years

Dawn.butler@bristol.gov.uk Rachael.Clelland@bristol.gov.uk

HEALTH

AHPIntegratedTherapy@cchp.nhs.uk northehcp@cchp.nhs.uk (North)

EC-EHCP@cchp.nhs.uk (East & Central) deborah.newman@cchp.nhs.uk (South)

Then following Yes to EHC NA to individual named clinician and copied

SALT Geraldine.bates@cchp.nhs.uk

OT Karen.Wilmott@cchp.nhs.uk

Physiotherapy Dawn.Ravenhill@cchp.nhs.uk

Paeds tom.allport@cchp.nhs.uk

GPs for 18+ (DCO) jane.guvenir@bristol.gov.uk

CLDT <u>Julie.collinson@nhs.net</u>

CAMHS/ PMHS if known to service

awp.admineastandcentralcamhs@nhs.net / awp.northcamhsadmin@nhs.net / awp.southcamhsadmin@nhs.net

If not known to service awp.camhstriage@nhs.net

AMHS TBC

SOCIAL CARE

SEN Admin check on LCS/ LAS re: allocation

Worked within past 3 months to current named SW/ EH worker or within 3-12 months to most recent SW/SCP copied in to unit manager

North: unitconorth@bristol.gov.uk E&C: Welsman@bristol.gov.uk South: unitcosouth@bristol.gov.uk or no previous involvement goes to:

Disabled Children's Service (where there is a

disability) disabledchildren Disabled Children OT Service:

Looked After Child: (where LAC)

Early help (where no obvious disability)

earlyhelpsouth@bristol.gov.uk

earlyhelpnorth@bristol.gov.uk

earlyhelpeastcentral@bristol.gov.uk PfA Social Care Team (18+)

Simon.wright@bristol.gov.uk

YOT (where active involvement flagged on LCS)

Information received by SEN is seen at 1st Panel, made up of SEN Chair, EP, Head Teachers, SENCOs and representatives from LA Education, Health and Social Care Teams. The legal test that the LA must apply in considering a request for statutory assessment is contained in section 36 (8) of the Children and Families Act 2014 and has two parts:

- 1. That the child or young person has or may have special educational needs.
- 2. That it may be necessary for special educational provision (not just provision that educates or trains, but also including Health and Social Care provision) to be made for the child/young person through the issuing of an EHC plan.

SEN notify the family/ young person and relevant/ involved teams from Education, Health and Social Care of Panel's decision in writing and via email. (See contacts above)

YES: Panel **agree** to conduct a Statutory EHC Needs Assessment

(Panel Notification Letter 2: Formal request for advice)

SEN seek professional advice and views from Education, Health and Social Care (as above) under the SEND Regulations 2014 6 (4). Professionals MUST cooperate when reasonable requests are made to services where a child or young person is currently 'not known' – the 6 weeks compliance rule to provide and return information and advice on Needs, Provision & Outcomes still applies, regardless of usual service deadlines.

A Draft EHCP Meeting date is booked at this point so that all relevant professionals are notified if the assessment proceeds to a Statutory EHC Plan (these are two separate legal processes). All paperwork and information currently held on the child or young person/ documentation submitted to Panel is emailed by SEN Admin to Education, Health and Social Care contacts from paperwork (as above), along with EHC Statutory Needs Assessment Contribution Form to complete.

Advice from EHC Needs Assessment goes to 2nd Panel where the Legal test is applied. (Sections 36 & 37 Children & \families Act

YES: The Child/Young person's needs do require special educational provision, Health and Social Care provision to be made through a Statutory EHC Plan (which does not necessarily involve a Special School

NO: The Child/Young person's needs do **not** require special educational provision to be made through a statutory EHC Plan (Notification Letter 4: No to EHCP, amend service

NO: Panel **does not agree** to conduct a Statutory EHC Needs Assessment (Panel Notification Letter 3: No to SA, amend service records)

> An Educational Psychologist holds a face to face Moving on Conversation with the family and Educational Setting.

BEST PRACTICE:

The Educational Setting, C/YP, family and all professionals involved hold a multi-agency meeting to agree next steps and complete a Bristol Support Plan, which is reviewed termly

> The child/ young person's needs continue to be met through SEN Support, universal/targeted services

SEN Senior Assessment Coordinators notify all stakeholders (listed contributors) that the Draft meeting will be going ahead and Draft EHC Plans are emailed out by SEN SACs to the young person, family and all contributors 2 weeks prior to the scheduled Draft Meeting date to review. (Notification Letter 5: Yes to EHCP, amend service records and confirm attendance at Draft Meeting)

The young person, family and professionals from Education. Health and Care attend the **Draft** meeting (Comprehensive feedback must be obtained in writing from contributing professionals by the named SEN SAC via email prior to the Draft meeting date where attendance is not possible)

Education Placement agreed & Final Statutory EHC Plan is issued at 20 weeks and then **subject to Statutory** Annual Review (See LA Statutory AR Notification Letters to Education, Health and Social Care in Terms 1, 3 & 5