

Special Educational Needs  
and Disability Information,  
Advice & Support Service

# sendiass

in Suffolk

Education, health  
and care plans



Information,  
Advice & Support  
Services Network  
for SEND

[www.suffolksendiass.co.uk](http://www.suffolksendiass.co.uk)

# Education, Health and Care plans

---

This information is about Education, Health and Care plans.

## What is an Education, Health and Care plan?

An **Education, Health and Care plan (EHC plan)** describes your child's special educational needs (SEN) and the help they will get to meet them. An EHC plan also includes any health and care provision that is needed. It is a legal document written by the local authority and is used for children and young people with high support needs.

EHC plans are for children and young people who need a high level of support. The plans can start from a child's birth and continue into further education and training.

### The SEND Code of Practice says:

The purpose of an EHC plan is to make special educational provision to meet the special educational needs of the child or young person, to secure the best possible outcomes for them across education, health and social care and, as they get older, prepare them for adulthood. (9.2)

You can access the **SEND Code of Practice** online at [www.gov.uk](http://www.gov.uk) and search 'SEND Code of Practice'.

## Who needs an EHC plan?

EHC plans are for children and young people who have a special educational need or disability that **cannot be met by the support that is usually available at their school or college.**

Most children and young people with special educational needs will have help given to them without the need for an EHC Plan. This is called **SEN support.**

The purpose of SEN support is to help children achieve the **outcomes** or learning objectives that have been set for them.

Some children and young people may not make the progress expected of them even with this help. When this happens the Local Authority should carry out an **EHC needs assessment.** A few children and young people have such significant difficulties that an EHC needs assessment should not be delayed.

You or your child's school can ask the local authority to make an EHC needs assessment. When this assessment is finished the local authority must decide whether to issue an EHC plan.

### The SEND Code of Practice says:

In considering whether an EHC needs assessment is necessary, the local authority should consider whether there is evidence that despite the early years provider, school or post-16 institution having taken relevant and purposeful action to identify, assess and meet the special educational needs of the child or young person, the child or young person has not made expected progress. (9.14)

To find out more about EHC needs assessments and plans go to our website [www.suffolksendias.co.uk](http://www.suffolksendias.co.uk)

## What does an EHC plan include?

The SEND Code of Practice says that EHC plans should:

- be based on decisions made openly, and with parents, children and young people
- describe what the child or young person can do
- be clear, concise, understandable and accessible
- consider how best to achieve the outcomes for the child or young person. They **must** take into account the evidence from the EHC needs assessment
- specify clear outcomes
- consider alternative ways of providing support if a parent or young person wishes it. This could include having a **Personal Budget**

- show how education, health and care provision will be co-ordinated
- be forward looking – for example, anticipating, planning and commissioning for important transition points in a child or young person’s life
- describe how informal support as well as formal support from statutory agencies can help in achieving agreed outcomes
- have a review date.

There is a full list of principles and requirements in the **SEND Code of Practice** section 9.61.

Every EHC plan **must** include at least 12 sections, but each local authority can decide how to set these out.

The sections are:

- A:** The views, interests and aspirations of you and your child or the young person.
- B:** Your child’s or young person’s special educational needs.
- C:** Health needs related to their SEN or to a disability.
- D:** Social care needs related to their SEN or to a disability.
- E:** Planned outcomes for your child or the young person.
- F:** Special educational provision. Provision must be specified for each and every need shown in section B.
- G:** Any health provision required that is related to their SEN or to a disability.
- H1:** Any social care provision that **must** be made for your child or young person under 18.
- H2:** Any other social care provision required that is related to their SEN or to a disability.
- I:** The name and type of the school, maintained nursery school, post-16 institution or other institution to be attended.
- J:** Details of how any personal budget will support particular outcomes and the provision it will be used for.
- K:** The advice and information gathered during the **EHC needs assessment**

When reading through the draft plan there are a few things to consider in order to get the best possible final plan.

- Check that all the identified SEN are included in section B of the plan. Cross-reference with the specialist advice/reports (educational psychology, occupational/speech & language therapist etc)
- Check that each identified ‘need’ (sections B, C, and D) has a corresponding ‘provision’ (sections F, G H1 & H2).
- Section F should contain anything which ‘educates’ or ‘trains’ your child, for example this might include occupational or speech & language therapies, or travel training.
- Check health and social care needs have been identified and provision included
- From Year 9 onwards, provision to support preparation for adulthood and independent living
- For a young person, have the local authority made provision across five days (as outlined in the SEND Code Of Practice, 8.39 -9.42)

You can read the full list of what must be included in each section in the **SEND Code of Practice** sections 9.62 and 9.63.

You can find a detailed checklist covering each of these sections at [www.ipsea.org.uk](http://www.ipsea.org.uk) and search ‘EHC plan checklist’



## Requesting a school to be named in the EHC plan.

The **SEND Code of Practice** says:

"The child's parent or the young person has the right to request a particular school, college or other institution of the following type to be named in their EHC plan:

- maintained nursery school
- maintained school and any form of academy or free school (mainstream or special)
- non-maintained special school
- further education or sixth form college
- independent school or independent specialist colleges (where they have been approved\* for this purpose by the Secretary of State and published in a list available to all parents and young people)" (9.78)

and:

"The local authority may only reject your request to name your chosen school where:

- the school or other institution is unsuitable for the age, ability aptitude or special education needs of the child or young person.
- The attendance of the child or young person would be incompatible with the provision of efficient education for others
- The attendance of the child or young person would be incompatible with the efficient use of resources" (9.79) '

The Local Authority (LA) will issue you a draft plan and ask which school, college, or setting you would like your child or young person to go to. They must consult with that setting (provided a type listed above) giving them 15 days in which to respond, before deciding whether to name it in the plan.

Though schools and settings can make representations to the local authority within this 15-day period, it is the local authority that decides whether to name your chosen school.

Where you disagree with the named setting in an EHC plan, you have the right of **appeal**.

## How will I be involved?

The **SEND Code of Practice** says:

Local authorities must consult the child and the child's parent or the young person throughout the process of assessment and production of an EHC plan. (9.21)

and

Reviews must be undertaken in partnership with the child and their parent or the young person, and must take account of their views, wishes and feelings, including their right to request a Personal Budget. (9.168)

Your views, and your child's views, are really important. The local authority, school or college should help you take part and involve you in decision making. If you would like help to do this please contact **us** for impartial advice and support. We can also give you information on other sources of help, and on what to do if you do not feel that you have been heard or listened to.

## Will there be a review of the EHC plan?

The local authority must review the EHC plan at least every 12 months, though you can request an early annual review with the local authority. An early review can be helpful if you are concerned about provision, progress or if there has been a change in circumstances. Reviews must be done in partnership with you and your child/young person, and must take account of your views, wishes and feelings.

The local authority **must** decide whether to keep the plan as it is, make changes, or cease to maintain it within four weeks of the review meeting. You have a right of appeal if the local authority proposes to cease the EHC plan.

For some young people an EHC plan will continue until they are 25.

However the plan will stop if the young person:

- goes to university
- gets a job
- tells their local authority they no longer want their EHC plan, or
- no longer needs special help and the local authority decides that the EHC plan should cease.

You can read more about reviews of EHC plans in the SEND Code of Practice

## Where does the funding come from?

The local authority is responsible for ensuring that all the needs set out in the EHC plan are met and that the provision is made. Funding for EHC plans usually comes from a number of sources.

For children in mainstream school some of the funding comes from the school. The local authority may 'top up' this funding from their 'High Needs Block' (Element 3). You can read more about funding on our website [www.suffolksendiass.co.uk](http://www.suffolksendiass.co.uk)

Special schools have a standard amount of funding for each pupil. This can also be 'topped up' with Element 3 funding when necessary.

For young people in 6th forms or attending college some of the funding will come from the college budget. This may be 'topped up' by the local authority if the amount of funding needed is more than the 'nationally prescribed threshold'. This is an amount of money that is decided on each year. We can give you more information on this funding.

All young people with an EHC plan and all parents of children with an EHC plan can ask for a **Personal Budget**.

The **SEND Code of Practice** says:

A Personal Budget is an amount of money identified by the local authority to deliver provision set out in an EHC plan where the parent or young person is involved in securing that provision. (9.95)

Sections 9.110 to 9.118 of the **SEND Code of Practice** tell you more about what can be included in a **Personal Budget**.

You can find out more about Funding for SEN on our website, or within the Local Offer.

## What can I do if I am not happy about the EHC plan?

The first step is to contact the school, college or local authority to discuss your concerns.

**SENDIASS** can give you impartial advice and support and explain your options. This may include independent disagreement resolution, mediation or going to appeal. You can also find out more by reading our leaflet "What if I do not agree with decisions about SEN provision?"

[www.suffolksendiass.co.uk/leaflets](http://www.suffolksendiass.co.uk/leaflets)

## What happens if I move to another local authority area?

If you plan to move to another local authority area you should contact the 'old' and the 'new' local authorities so the support specified in the EHC plan will be in place. The 'new' authority will amend the plan and name the new school or college.

The 'old' local authority must transfer the EHC plan on the day of the move, as long as it has had 15 working days notice.

## Further Information

View our other information leaflets and resources at [www.suffolkSENDiass.co.uk/leaflets](http://www.suffolkSENDiass.co.uk/leaflets)



**Information:** You may find it helpful to look at our other leaflets and information on our website, social media channels and through our workshops and courses.



**Advice:** We provide unbiased information and advice about what the law says, the local authority's policies and procedures, and about the policy and practice in local schools or other settings.



**Support:** We can help you by listening to your views and concerns, and working with you to explore your options.

## Useful Links

Activities Unlimited (short breaks and leisure activities for disabled children and young people up to age 25 in Suffolk) [www.activities-unlimited.co.uk](http://www.activities-unlimited.co.uk)

Anglia Care Trust (local SEND mediation services) [www.angliacaretrust.org.uk](http://www.angliacaretrust.org.uk)

Contact (for families with disabled children) [www.contact.org.uk](http://www.contact.org.uk)

Child Law Advice (education law advice for families) [www.childlawadvice.org.uk](http://www.childlawadvice.org.uk)

Council for Disabled Children (umbrella body for the disabled children's sector) [www.councilfordisabledchildren.org.uk](http://www.councilfordisabledchildren.org.uk)

SEND Code of Practice (explains the statutory duties of schools and local authorities) [www.gov.uk/government/publications/send-code-of-practice-0-to-25](http://www.gov.uk/government/publications/send-code-of-practice-0-to-25)

SEND Tribunals Service (organisation responsible for handling claims) [www.justice.gov.uk/tribunals/send](http://www.justice.gov.uk/tribunals/send)

The Source (for young people in Suffolk) [www.thesource.me.uk](http://www.thesource.me.uk)

Suffolk Local Offer (for the full range of services and support for children and young people with SEND) [www.suffolklocaloffer.org.uk](http://www.suffolklocaloffer.org.uk)



Special Educational Needs  
and Disability Information,  
Advice & Support Service

# sendiass

in Suffolk

Providing confidential and impartial information, advice and support to help children, parents and young people take part in decisions that affect their lives.



[www.suffolksendiass.co.uk](http://www.suffolksendiass.co.uk)



[enquiries@suffolksendiass.co.uk](mailto:enquiries@suffolksendiass.co.uk)



01473 265210



ADVICE4ME to 87007



If you need help to understand this information in another language please call **03456 066 067**.

Se precisar de ajuda para ler estas informações em outra língua, por favor telefone para o número abaixo.

**Portuguese**

Jeżeli potrzebujesz pomocy w zrozumieniu tych informacji w swoim języku zadzwoń na podany poniżej numer.

**Polish**

এই লেখাটি যদি অন্য ভাষাতে বুঝতে চান তাহলে নিচের নম্বরে ফোন করুন

**Bengali**

Jeigu jums reikia šios informacijos kita kalba, paskambinkite 03456 066 067

**Lithuanian**

Dacă aveți nevoie de ajutor pentru a înțelege această informație într-o altă limbă, vă rugăm să telefonați la numărul 03456 066 067

**Romanian**

Если для того чтобы понять эту информацию Вам нужна помощь на другом языке, позвоните, пожалуйста, по телефону 03456 066 067.

**Russian**

If you would like this information in another format, including audio or large print, please call **03456 066 067**.



Designed and printed by Vertas Design & Print  
Phone: 01473 260600