

## Education, Health and Care (EHC) Needs Assessment and Plan: Timeline

Whole process to be completed in 20 weeks

Deciding whether to assess						Assessment & evidence gathering										Parent/ young person input (at least15 calendar days)		School/ College input (15 calendar days)		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
Child’s parents or young person need to be consulted					Latest that Local Authority can inform parent or young person of decision											Latest Local Authority can issue a draft plan.	Parent or young person: Can comment Can request a particular school or college to be named in a plan		Consultation with school or college about being named in the plan	
					Right to appeal decision											Latest Local Authority can inform parent or young person if they do not intend to issue plan				
					Right to appeal decision															

Plan must be finalised and sent by the end of week 20, including the right of appeal.