

Where else can I get advice about EHCPs?

Derby SEND Local Offer

This is an online one-stop shop for parents to find out about services and support on offer for children with SEND in Derby. It includes details of activities on offer and advice for parents.



Derby's
Local
Offer

Providing information and advice on services for 0-25 year olds with special educational needs or disabilities



Not online? No problem, call us on 01332 640758

web: www.derby.gov.uk/sendlocaloffer
email: local.offer@derby.gov.uk



f DCCLocalOffer Derby City Council

Derby SENDIASS

SENDIASS can provide free, confidential, impartial information, advice and support for parents and children about provision for Special Educational Needs and Disabilities and EHCPs.

Derby SENDIASS number: 01332 641414

Email: SENDIASS@derby.gov.uk



Derby Parent Carers Together C.I.C Forum

'Parent Carers Together' are a group of parents/carers with children with SEND in Derby City. They run support groups and advice sessions and are very experienced in the process of EHCPs. You can find them on Facebook, or email: admin@parentcarerstogether.com



Education, Health and Care Plans (EHCPs): Quick Guide for Parents

What is an EHCP?

An **EHCP** is an **Education, Health and Care Plan**.

It is for children and young people who have a high level special educational need or disability that cannot be met by the support that is usually available in school. An EHCP describes the special educational provision needed to help the child or young person achieve the best possible outcomes across education, health and social care.

Most children do not need an EHCP and can be helped to make good progress through support usually available in school.

Only some children who require a high level of support need an EHCP.

EHCPs are written by the local authority, not by schools. However the local authority will seek information from parents, school and other education, health and social care professionals to help to understand what provision a child needs.

How can my child get an EHCP?

For a child to be given an EHCP, parents or professionals need to make an application to the local authority for an EHCP assessment. There are thresholds of need which have to be met for an assessment to be made, and schools have to gather evidence of support put in place in school first. If we feel in school that your child does need an EHCP, we will talk with you about this to begin the application process. If you feel your child may need an EHCP application, please feel free to discuss this with us.



What will the school do if an EHCP application is made for my child?

1. We will discuss with you and with any professionals involved with your child whether an EHCP application is appropriate and what we hope the outcomes would be.
2. We will continue to implement a 'graduated response' - putting support in place in school and gathering evidence of the impact, and/or need for more support.
3. Once we have evidence of a graduated response and can show that the child meets the thresholds of need for an application, we will work with you to fill in the application for an EHCP assessment.
4. Once an application is made, we will keep working with you and professionals to put the best support we can in place in school whilst the local authority decide on whether to issue an EHCP and write a plan.
5. If the local authority determine that an EHCP should be written for your child, they will send a draft to you and will consult schools based on your preferences to see whether schools feel they could put in place the provision and support described in the plan. We will discuss any EHCP consultations with our governing body and will respond to the local authority.
6. If we are named on your child's EHCP as their allocated school, we will work with you and other professionals to implement the provision described in your child's plan. This may include applying to the local authority for additional funding to implement specific aspects of the EHCP.
7. We will conduct a formal review of your child's EHCP on an annual basis in a meeting with you, your child (where appropriate) and involved professionals.



What will the local authority do if an EHCP application is made for my child?

Once an EHCP application has been made, the local authority is responsible for completing the EHCP assessment process, deciding whether an EHCP will be written and consulting schools and parents on the plan. The whole process should be completed within 20 weeks and normally follows the sequence:

Week 0-6: Review the application and begin to gather evidence. Decide whether or not to progress the application to a needs assessment. If not, parents will be informed.

By end of week 6: Evidence will have been requested and considered from education, health and social care professionals involved with the child. A decision will be made on whether to issue an EHCP. Feedback will be given to parents.

By end of week 16: If the decision has been made to issue an EHCP, a draft plan will be written and shared with parents and schools for consultation. Parents will have the chance to say which school they would like their child to attend, and schools will feedback on whether they feel they can meet the needs outlined in the plan.

By end of week 20: The local authority will issue a final plan and decide, based on both parental wishes and responses from schools, which setting the child will attend.

If you have any questions or concerns relating to your child's EHCP application, please contact the local authority SEND Admin team:

Phone: 01332 642425 or 01332 643616

Email: SENDadmin@derby.gov.uk