

EDUCATION, HEALTH AND CARE (EHC) PLANS



This information sheet is for you if you are under 16-years-old, attend a school, and:

- Want to understand what an EHC Plan is
- Why one might be issued?



WHAT IS AN EDUCATION, HEALTH CARE (EHC) PLAN?

An EHC plan is a legal document that describes your

- Special Educational, Health and Social Care needs,
- Provisions (extra or different types of help) that you will need to meet your needs



WHEN IS AN EHC PLAN ISSUED?

- An EHC plan is issued following an EHC Needs Assessment and can only be issued if you are between 0-25 years old
- An EHC Needs Assessment is carried out by the council known as the Local authority (LA)



If you want to know more about EHC Needs Assessments, contact us



WHAT INFORMATION MUST BE IN AN EHC PLAN?

An EHC plan has to have 12 Sections (parts) that are clearly labelled.

These sections are:

- **Section A:** Your's and your parents' views, your interests, and aspirations
- **Section B:** A description of your Special educational needs (SEN)
- **Section C:** A description of your Health (medical) needs related to your SEN
- **Section D:** A description of your social care needs (any difficulties you have outside of school) related to your SEN
- **Section E:** Outcomes - how the extra help will benefit you

These must be SMART (specific, measurable, achievable, realistic, time limited)

- **Section F:** The Special educational provision (extra or different type of help) you will receive at school to meet your needs in section B
- **Section G:** Health provision you will receive to meet your needs in Section C
- **Section H:** Social care provision you will receive to meet your needs in Section D
- **Section I:** The name of the education setting you will attend (usually your current school or it could be another one)
- **Section J:** Personal Budget Arrangements (this is when the LA agree to release some of the money that comes with your EHC plan to your parent/carer, to find a different way to deliver the support in your EHC plan)
- **Section K:** Advice and information (reports) that were collected during the EHC Needs Assessment process. The information from these is added into the relevant sections in your EHC plan

WHAT HAPPENS WHEN YOUR PARENT/CARER RECEIVE A DRAFT EHC PLAN?

Your parent/carer will be asked to give their thoughts on the draft EHC plan, to make sure they agree on what's written in each section.

This is an opportunity for you to have a look at the draft EHC plan with your parent/carer, to make sure you understand what is written about you, your needs and the help you need alongside your strengths.



Your parent/carer will also receive a letter with the draft EHC plan informing them that they have **15 calendar days to:**

- To provide their thoughts about what is written in each section of the EHC plan (including requesting any changes).
- Request a meeting with the LA (Your Co-ordinator) to discuss the draft EHC plan.
- Request the name of your current school or a new one is named in the final EHC plan.

Your parent/carer with you, will be making sure that the EHC plan contains all the **necessary** information about your needs and the help you require to meet your aspirations, by checking the following:

- Is everything in the right section?
- Has anything been left out or is incorrect?

- Is everything written about you clear? For example, if someone who has never met you read your EHC plan, would they know what your aspirations and needs are, including the help you require?

Your EHC Co-ordinator will consider any amendments (changes) asked for by your parent/carer and make them if they agree to them.

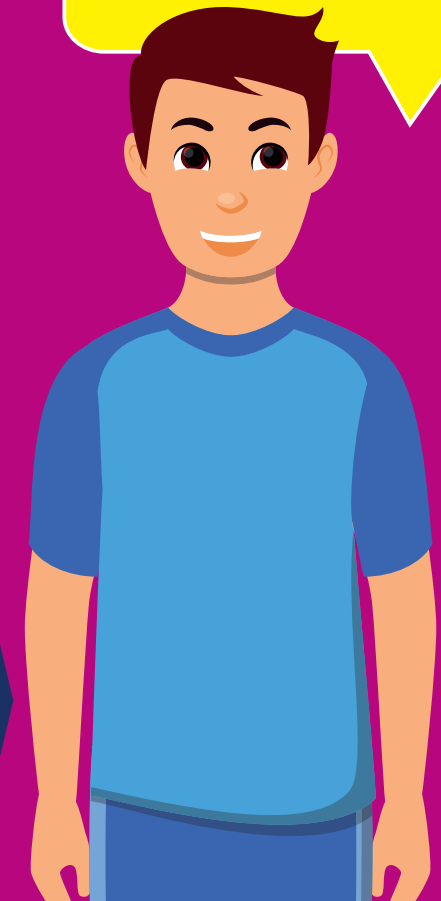
They will then send a copy of your draft EHC plan to the school/s your parent/carer have asked for.

Once the schools have received a copy of your EHC plan, they have **15 calendar days** to say whether they can provide you with all the help outlined in your draft EHC plan or not.

Contact us, for a template to write you views for Section A of the EHC plan.

FINALISING THE EHC PLAN

When you parent/carer receive the final EHC plan it should have the name of the school in Section I.



WHAT NEXT?

The final EHC plan means that your current or new school will give you the help written in the EHC plan.

The LA **must** review your EHC plan every year to check if the support you are given is helping you. This is referred to as an Annual Review of your EHC plan.

Contact us for more information about Annual Reviews of EHC plans.



HOW WE CAN HELP:

We can help by

- Going through any questions you and your parent/carer have about the EHC plan
- Support you and your parent/carer to give your views on the EHC plan
- Advising your parent/carer of their options when they are not in agreement with what is written in the EHC plan, including their Right of Appeal.

HOW TO CONTACT US:

- By phone - call or text our Children and Young People's officer on **07917 504 390**
- Call our office Helpline Number: **020 8871 8065**
- Email: wiaass@wandsworth.gov.uk
- Visit: wiaass.org.uk

We are Free, Confidential (private) and Objective (we will not tell you what to do or take sides)