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EHCP Review

Early in the autumn term of the young person's final year at their current school, there should be an annual review of the EHCP. This meeting should include a discussion on the student's next step.

2

Visiting Potential Providers

Parents/carers, along with the young person, should visit a variety of potential providers. It is important that you visit more than one. The young person's current school, as well as careers advisers, should be able to guide you. There will also be information on your local authority's Local Offer webpage.

3

Deciding Your Preference

Based on your various visits, you will then decide which colleges might be a potential next step. At this point, you should inform the SENCO at your current school or the SEN Case officer at the local authority of your decision. They need to know which colleges to contact. It is a good idea to tell them the reasons why you like/dislike a particular college. It is also important to share the young person's opinion with them.

4

Formal Enquiry

The local authority should send your preferred colleges a copy of your young person's latest draft EHCP, and formally enquire into whether a placement can be offered. This is known as the consultation process.

5

Consultation Process

When a college starts the consultation process, they assess whether the prospective student's SEND can be met. At Camphill Wakefield, we have an admissions team comprised of members of the education and therapy teams, who meet regularly to review and discuss consultations. They gather further information from parents/carers, schools, and any professionals who work with the young person. The team may visit the young person in their current school or invite them for an onsite assessment visit.

6

Response

A response is sent by the admissions team to the local authority. This response will either offer a placement or explain why the young person's needs cannot be met.

7

Review

The local authority will then review the consultation responses and decide at which college to fund a placement. It is important that they have information from the young person and their parent/carer about their preferences to support the decision.

8

Decision

When a decision has been reached, the local authority should inform the young person, current school, and future provision. This will appear in Section I in the EHCP. If the placement is your preferred college, you can work with them on a transition plan. This will usually involve the young person's current school. If the placement is not at the preferred college, you can appeal this. Information on how to do this should have been shared with you by the local authority. Information is also available from ipsea.org.uk.