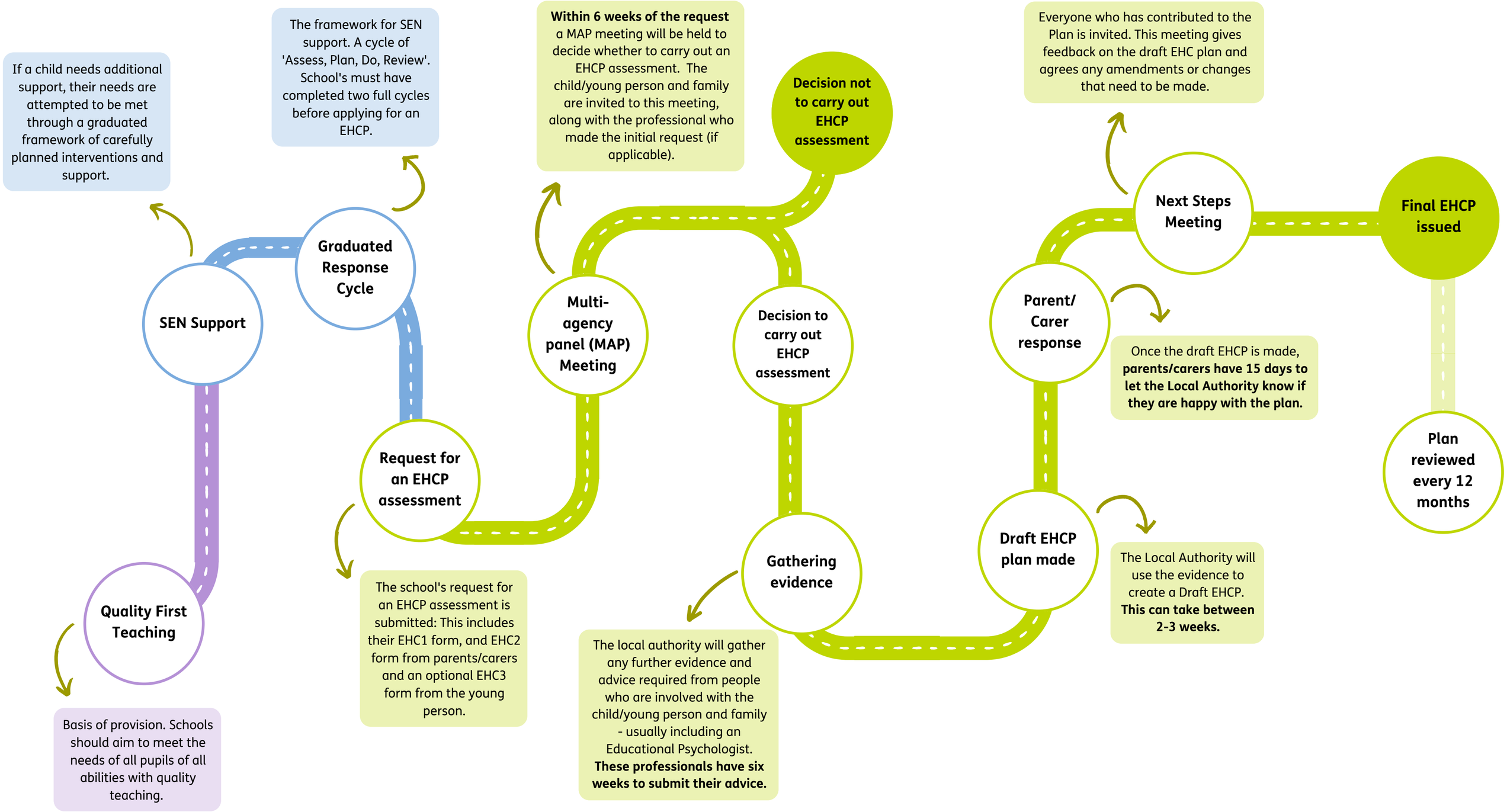
If a child needs additional support, their needs are attempted to be met through a graduated framework of carefully planned interventions and support.
The framework for SEN support. A cycle of 'Assess, Plan, Do, Review'. School's must have completed two full cycles before applying for an EHCP.
Within 6 weeks of the request a MAP meeting will be held to decide whether to carry out an EHCP assessment. The child/young person and family are invited to this meeting, along with the professional who made the initial request (if applicable).
Decision not to carry out EHCP assessment
Everyone who has contributed to the Plan is invited. This meeting gives feedback on the draft EHC plan and agrees any amendments or changes that need to be made.
SEN Support
Graduated Response Cycle
Multi-agency panel (MAP) Meeting
Decision to carry out EHCP assessment
Parent/ Carer response
Next Steps Meeting
Final EHCP issued
Once the draft EHCP is made, parents/carers have 15 days to let the Local Authority know if they are happy with the plan.
Request for an EHCP assessment
Gathering evidence
Draft EHCP plan made
Plan reviewed every 12 months
The Local Authority will use the evidence to create a Draft EHCP. This can take between 2-3 weeks.
Quality First Teaching
The school's request for an EHCP assessment is submitted: This includes their EHC1 form, and EHC2 form from parents/carers and an optional EHC3 form from the young person.
The local authority will gather any further evidence and advice required from people who are involved with the child/young person and family - usually including an Educational Psychologist. These professionals have six weeks to submit their advice.
Basis of provision. Schools should aim to meet the needs of all pupils of all abilities with quality teaching.