

Education, Health and Care (EHC) Assessment Process

Requests for Assessment

The majority of children and young people will have their needs met through high quality early years education and ‘Quality First Teaching’ and the support and help available through the Halton Local Offer. An EHC is not a final destination for children with SEND. Children can have their needs met and make progress at any point within the graduated approach meaning that an EHC is not always required even if a child has identified SEND.

The Halton Local Offer provides information about the help and support that is available in the local area offered in early years settings and schools as part of the ‘SEN Support’ response to children with SEND. The Halton Local Offer also includes other services available locally and charities that provide advice and support or local support groups.

Information about the role of Halton SENDIASS (formerly Halton SEND Partnership), is available on the [Halton Local Offer, Education, Health and Care Plans-Complaints, Disagreement Resolution and Appeals](#)

Only the children with the most complex needs will continue to an EHC Plan. There must be a special educational need and there may also be health and social care needs.

The Education, Health Care process is part of the graduated approach. It describes the assessment and planning for any child or young person who has, or may have, special educational needs which are long term, complex and require significant support to access educational opportunities available from early years providers, schools and post 16 institutions.

Since 1st April 2013, schools are expected to provide additional support to pupils up to the nationally prescribed limit of £6000. For those children and young people requiring exceptional provision over and above the £6000 funding, an EHC assessment may be undertaken to determine their needs and to identify appropriate provision.

A request for an assessment will usually be made by early years providers, schools or post 16 institutions. However parents (or an advocate on their behalf) and other professionals can also make a request. Young people over the age of 16 (or an advocate on their behalf) also have a right to request an EHC assessment.

The request for an EHC assessment must provide evidence of the severity of the pupil’s needs and details of all previous interventions, support delivered and progress made.

The EHC assessment request form, documents and supplementary information that should be included with the form is available on the [Halton Local Offer EHC Plan and Review Documents](#).

The supporting document that schools and settings should include with their request can be found on the link above, these include:

- One page profile – which describes all about the pupil on one page. Explanatory video and example templates

- Education, Health and Care Plan One Page Profile - Information for schools
- The pupil's views and opinions should also be included if appropriate.
- Example templates can be found on the Local Offer for Pupil's voice - Information for Schools

The decision to undertake an EHC assessment may depend on whether there is evidence of the graduated approach through the 'assess, Plan, do, review' approach over a period of time. Each cycle should be at least 6 weeks.

Schools should discuss any proposed EHCP assessment requests with their Educational Psychologist (EP) in their planning meeting. Early years providers should consider discussing with an EP at a consultation group prior to making a referral.

Where appropriate, schools and settings will need to show that the Educational and Child Psychologist has been involved before they can apply for an EHC assessment, the most recent involvement of the Educational Psychologist being within 6 months of the date of referral. Advice from other agencies as appropriate should also have been requested, implemented and evaluated and be relevant at the time of application

Previous assessments will accompany the request which will describe outcomes for the child/young person. Together with these reports, information from schools and settings in the form of the SEND Support Plans will provide evidence of the interventions implemented and evaluated, to meet those outcomes.

The EHC Partnership Group will meet to:

- Check that the request meets the severity and process criteria
- Decide whether to agree to undertake an EHC assessment

If it is decided that an assessment is not necessary the reasons for the decision will be recorded and schools/settings and parents informed. As this is a decision that can be appealed to the Tribunal, parents will be given information about the Mediation Service and informed of their rights of appeal to Tribunal.

The EHC Plan Assessment Flowchart-Timetable which outlines the EHC process, together with the timescales for each stage can be found on the [Halton Local Offer, Education, Health and Care Plan](#).

EHC Plan Assessment

The Local Authority's expectation is that the request for an assessment will be accompanied by assessments and evidence gathered over time, whilst ensuring that the information remains relevant.

Once the EHC Partnership Group has agreed that an assessment should take place the Assessment Co-ordinator assigned to the case will make arrangements to hold a person-centred planning meeting, with the parents and/or young person, the educational setting and the Educational and Child Psychologist. All involved agencies and services are invited.