

The statutory deadline of the Education Health Care Plan (EHCP) system: each date represents a legal deadline that should not usually be missed

DAY 1: REQUEST A NEEDS ASSESSMENT



The first step is to ask the Local Council (LA) to do an assessment. This is called an EHC Needs Assessment (EHCNA). You can request the people you'd like to contribute to the EHCNA. See below for more info,

WEEK 6: WILL THERE BE AN EHCNA?



By week 6 the LA must tell you if there will be an EHCNA & which professionals will be providing a report. If the LA does not agree to do the EHCNA, there is a right of appeal; you will be informed of this via letter/email

WEEK 12: GATHER ALL THE REPORTS



By week 12 the LA must have gathered all of the reports from the professionals agreed at week 6. The reports must detail the needs of the child or young person, the support they need and what they will go on to achieve

WEEK 16: A DECISION IS MADE



By week 16 the LA must inform the family if they will issue an EHCP. If they are going to issue a plan, you should receive a draft soon after. If the LA decide not to issue a plan, there is a right of appeal; you will be informed via letter/email

WEEK 20: YOU RECEIVE A FINAL PLAN



By week 20 the LA must have sent a final plan. If you receive the plan and you disagree with the things it says or the school it says your child should attend, you have a right of appeal. For further information on this see our website