



You, if you are 16& over, or your parent can email or write to the local authority (LA) asking them to start the EHC assessment process. This is the Start of the 20-week process.

Collect information:

LA needs to gather info (reports & what support you have had) from school & anyone else that has worked with you.



Views:

The LA need to get your views & wishes & the views of your parents.

By Week 6

The LA **must** agree (yes) or refuse (no) to do an EHC assessment

Agree



Refuse



EHC assessment process begins:



An Educational Psychologist (EP) will speak to you. other professionals such as a social worker, or a speech and language therapist may also ask to speak to you, they will also write a report.

By Week 16

The LA **must** agree (yes) or refuse (no) to issue an EHCP. If they agree they **must** send you a draft EHCP.

Agree



Refuse



Draft EHC Plan: You (& your parents) will be sent a draft EHCP to look over: You (& your parents) can suggest changes; this is also the time to say which school/college you want the LA to consider naming in the EHCP. You have 15 days to do this but can ask for extra time if needed.



By Week 20

LA must issue a final EHCP naming a school/college.

Final Plan issued: If you are happy with what's in the EHCP & with the school/college named, you do not need to do anything further. **If you are not happy you will need to appeal to get it changed. We can help with this.**



You or your parent can contact us on 0121 516 5173
Solihullsendias@family-action.org.uk or
www.facebook.com/SolihullSEND



WE CAN HELP!