

WHAT YOU NEED TO KNOW ABOUT...



EHCP REVIEW TIMELINES

Reviewed at least:

every **6 months** for **under 5s**

every **12 months** for **over 5s**

Child's views & feelings must be included & they can **attend the review**

AT LEAST **2 WEEKS** BEFORE THE REVIEW

all involved must be given **notice**.

all professionals involved must provide **written updates**

REVIEW TAKES PLACE

WITHIN MAX **2 WEEKS** OF THE REVIEW THE LA MUST:

send a **report** showing any **proposed amendments**

WITHIN MAX **4 WEEKS** OF THE REVIEW THE LA MUST:

say if they will **maintain, amend or cease EHCP**

if amending, send **Amendment Notice without delay**

inform parents they have **at least 15 days to appeal**

WITHIN MAX **8 WEEKS** OF AMENDMENT NOTICE:

the **final plan** must be issued

WHAT YOU NEED TO KNOW

EHCP REVIEW TIMELINES



Special Educational Needs and Disability Code of Practice: 0 to 25 years (SEND COP)

“They must be reviewed by the local authority as a minimum every 12 months. Reviews must focus on the child or young person’s progress towards achieving the outcomes specified in the EHCP”

9.168 Reviews must be undertaken in partnership with the child and their parent or the young person, and must take account of their views, wishes and feelings,

9.169 The first review must be held within 12 months of the date when the EHC plan was issued, and then within 12 months of any previous review, and the local authority’s decision following the review meeting must be notified to the child’s parent or the young person within four weeks of the review meeting... Professionals across education, health and care must co-operate with local authorities during reviews.

9.194 Where the local authority proposes to amend an EHC plan, it must send the child’s parent or the young person a copy of the existing (non-amended) plan and an accompanying notice providing details of the proposed amendments ... The child’s parent or the young person should be informed that they may request a meeting with the local authority to discuss the proposed changes.

9.195 The parent or young person must be given at least 15 calendar days to comment and make representations on the proposed changes, including requesting a particular school or other institution be named in the EHC plan

9.196 (The LA)... must issue the amended EHC plan as quickly as possible and within 8 weeks of the original amendment notice.

