

Person Centred EHC Plan Reviews: A Parent's Guide



1. Why is my child having a review?

Each year, your child's EHC plan should be reviewed as part of the Assess, Plan, Do, Review cycle. The review is to ensure that the plan is fit for purpose. As a result of the review you may agree that the child no longer needs an EHC plan, that the plan should be updated, or that additional support is needed.

2. What is a person centred review?

This is an opportunity to gather information about what is important to your child now and in the future, what support your child needs, and what is working in their life. Both you and your child will be able to ask any questions you have. Your child will be told about the meeting and their views on the relevant areas will be sought, helping your child to bring this information to the meeting in a way they understand. Your child will be fully involved in the review process.

3. Who is invited to this meeting?

- Current school staff such as class teacher, SENDCo, support staff.
- Relevant professionals who are actively involved with your child such as Educational Psychologist, Speech and Language Therapist, Occupational Therapist, etc.
- Relevant representatives from your child's new school.
- The person leading the review. This is usually the SENDCo, but in some circumstances an independent facilitator may be invited.

4. What do I need to do?

It will help if you have a think about the answers to the questions on pages 3 and 4, as you will be asked to share your views as

parents. These may focus on your experiences from home and school. It might help if you discuss these questions in advance. Some people write their notes, others may draw pictures to help them remember. Do whatever works best for you. The facilitator is available to support you in sharing your views during this process.

5. *What will happen at the meeting?*

The person leading the review will explain what will happen at the meeting and what the above headings mean. There will be large sheets around the room with the headings.

- Who's at the meeting
- What we like and admire about
- Good things that have happened since the last review
- What's working / What's not working
- Important now / Important for the future
- Questions to answer / issues to resolve
- Review of the EHC Plan

6. *What will happen after the meeting?*

After the meeting, the school will complete paperwork so that the EHC plan can be updated. If changes agreed can happen without additional resources, then these changes can happen straight away. Where additional support is required, the EHC plan will need to be amended and re-issued first.

Parent Contribution to Annual Review

Child's name	
Date of Birth	
School	
Date of Meeting	

What we like and admire about

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Good things that have happened since the last review

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What's working?

What's not working?

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What's important now?	What's important for the future?
Questions to answer / issues to resolve	

Name	
Signature	
Date	

Please return this form to school by _____