

EDUCATION, HEALTH AND CARE NEEDS ASSESSMENT

(Week 5 -15)

What is an EHC needs assessment?

- An EHC needs assessment is a formal investigation to gather evidence about your education, health & care needs. Professionals already known to you will be asked to provide an up-to-date report which may mean you will be further assessed.
- This assessment should be completed within 20 weeks of the request being received. See attached timeline.

What the SEN team are doing now?

- The SEN team will now be contacting all the professionals currently involved to request an up-to-date report.
- Professionals have 6 weeks to provide their report to the SEN team.
- Your SEN Adviser will contact you to introduce themselves, discuss the process and answer any questions that you have.
- In 6 weeks' time, the SEN team will send you a copy of all the reports received and further confirm the details for the Co-Production meeting.

The Co-Production Meeting

- We will hold a virtual Co-production meeting by video/telephone at the end of the EHC needs assessment.
- The meeting will be approximately 1-2 hours long.
- All the professionals who have been asked to contribute to the assessment will have been invited to the meeting.
- The SEN Adviser will circulate a Summary of Assessment document for the meeting.
- Everyone at the meeting will focus on the outcomes that you want to achieve. Outcomes are 'targets' that should be meaningful and related to your educational needs. They should be easily measured and be achievable within a certain timeframe, generally by the end of your phase or stage of education. Your outcomes will be focused on the four 'Preparing for Adulthood' areas (see below).
- Your views will be important, however if you feel that you may need support in this meeting to be able to express your view, support is available from the Portsmouth SEND Information, Advice and Support Service.

- At this stage, it is not yet agreed that an EHC Plan will be issued and this will be explained at the meeting.

What are the Preparing for Adulthood (PfA) Outcomes?

- The four PfA areas are:
 - ⇒ **Higher education and/or employment** (exploring different employment options, such as support for becoming self-employed and help from supported employment agencies)
 - ⇒ **Independent Living** (you have choice, freedom and control over your life, your support, and your accommodation and living arrangements, including supported living)
 - ⇒ **Participation in Society** (having friends and supportive relationships, and participating in and contributing to the local community)
 - ⇒ **Health** (Being as healthy as possible in adult life)

What do you need to do now?

- If we do not already have your written views, you can complete the 'This is Me' form or you can use a different format.
- If you require support providing your views, the Portsmouth SEND Information, Advice and Support Service will be able to help with this, or you can contact your Assessment Co-ordinator.
- It will be important to attend the Co-production meeting. If you have a difficulty with the date / time set, please respond to caseworker's email or contact to your SEN Adviser.

What will happen next?

- After the Co-production meeting, your SEN Adviser will update the Summary of Assessment document which will then be checked by a senior member of the SEN team.
- It will be necessary for the SEN team to present your case to the Inclusion Support Panel for their recommendation regarding issuing an EHC Plan.
- Once a decision has been made, the SEN team will tell you with this decision.
- If Portsmouth City Council have agreed to issue a draft EHC Plan, this will be sent to you and we will explain what you will need to do next.
- If Portsmouth City Council does not agree to issue a draft EHC Plan, then a 'Summary of Assessment' document will be produced. We will explain why the decision was made to not issue a draft EHC Plan and let you know what options are available to you. The Summary

of Assessment document will be shared with your school/education setting as it will identify your needs and provide valuable information about providing support.

The Inclusion Support Panel (ISP)

- ISP is an advisory group that helps Portsmouth City Council make decisions about special educational needs and disabilities. The panel consists of trained parents; Headteachers and Special Educational Needs Co-ordinators from across a range of schools in Portsmouth; Local authority officers including Educational Psychologists, Special Educational Needs Team Leaders and Advisers, Social Workers and a Health Authority representative.
- You can observe the ISP. You will need to let your SEN Adviser or the SEN team know if you would like to attend and they will make the arrangements. Currently ISP is held as a virtual meeting weekly during term-time on Wednesday mornings.

Useful contacts:

- Council for Disabled Children: www.councilfordisabledchildren.org.uk
- Portsmouth SEND Information, Advice and Support - free, independent and impartial support for parents, carers and young people: www.portsmouthsendiass.info
- Portsmouth Local Offer: www.portsmouthlocaloffer.org.uk
- Department of Education: www.gov.uk/government/organisations/department-for-education
- Portsmouth City Council - Inclusion Service, SEN Team: 02392 841238
- Dynamite: the voice for the young people of Portsmouth who have a disability. Email: dynamiteportsmouth@gmail.com / telephone: 07905 682886
- Preparing for Adulthood: www.preparingforadulthood.org.uk

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