



ELMWOOD SCHOOL

INFORMATION FOR PARENTS/CARERS FOR EDUCATION, HEALTH AND CARE PLAN MEETINGS

What is an EHCP review?

It is a celebration of your child's achievement as well as an opportunity to review your child's needs and ensuring that the EHCP is still relevant and up-to-date in addition to discussing progress and any problems your child may be encountering.

Person Centred Reviews take place in Years 9, 10 and 11 and their aim is to plan for the preparation for adulthood. During these reviews the focus is a celebration of what your child has achieved, what hasn't worked and what is important now. Family support is encouraged at these reviews.

Who attends the Review Meeting?

In addition to you and your child attending, anyone who is involved with your child's education and health needs may be invited to attend. Our Careers Adviser, Rachael Maybank, attends meetings for pupils in Key Stage 4 (Years 9-11) to offer support and advice.

How long will the meeting last?

An hour is allocated for the meeting to last and will either commence at 9.00 am or 10.00 am.

What do I have to do?

Attend! Also to contribute to any additions within the plan that have changed. A parental comments proforma is sent out to all parents/carers ahead of the meeting taking place and you are encouraged to complete and return it to School ahead of the meeting or this can be done on the day.

What happens after the meeting?

Any reports and supporting paperwork are forwarded to the SEN Department at the appropriate Local Authority within two weeks of the meeting as well as copies forwarded to parents/carers. Any relevant paperwork is also forwarded to our Careers Adviser. The Local Authority will review the EHCP after reading all the School information presented and notify you if they decide to make any amendments. You will then have 15 days to challenge any amendment.

Our Family Welfare Officers are always available to offer any help and support if needed with any of the above.