

To the Headteacher/SENCO/Inclusion Manager
of all educational settings (Early Years, Primary, Secondary
and FE both special and mainstream) with Ealing children and
young people with Statements of SEN/LDAs

www.ealing.gov.uk

**Ealing Service for Children
with Additional Needs**

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Date:

21 April 2015

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SEN Assessment Service
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020 8825 6523
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**Transitional arrangements for converting Statements of SEN and Learning
Difficulties Assessment (LDAs) to EHC Plans, as part of the new SEND Reforms**

Dear Headteacher/SENCO/Inclusion Manager

You may already be aware of the updated, final guidance on the transitional arrangements for the SEND reforms. They were issued by the DfE at the very end of August 2014. The full document can be accessed via:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/348591/Transition_to_the_new_0_to_25_special_educational_needs_and_disability_system_statutory_guidance_for_local_authorities.pdf.

or download at www.gov.uk/government/publications.

or view Ealing's Local Offer at www.ealing.gov.uk/SEND

Ealing's plan for converting Statements of SEN and LDAs (Learning Difficulties Assessments) to EHC Plans is included in this letter. The process will be called a Transfer Review Process (EHC Plan Assessment) in accordance with the DfE transitional arrangements guidelines. All Statements of SEN and LDAs (where an EHC Plan is needed) must be converted by 1st April 2018. The SEN Assessment Service will be leading on this process.

In summary Ealing's transition plan for the next three years is as follows:

Year 1 (September 2014 – August 2015)

Children and young people with statements transferring from school (including sixth forms) to a post 16 institution or an apprenticeship). **To be completed by 31st May 2015.**

Individual cases can in exceptional circumstances be considered on a case-by-case basis.

Should there be sufficient capacity and knowledge of the new system for converting others, there is an aspiration to start wider scale conversion from April 2015.

Year 2 (September 2015 – August 2016)

Children and young people moving up a key stage or to a new phase of education.

Young people with an LDA where conversion to an EHC Plan is required.

Year 3 (September 2016 to August 2017) and Year 4 (September 2017 to April 2018)

All other children and young people with statements who have not yet been transferred to EHC plans.

For enquiries about individual children and young people please do not hesitate to contact your SEND Coordinator. If you don't have the details then please contact SEN Business Support on 020 8825 6523 or 8825 6910.

We are keen to involve colleagues in education settings in planning subsequent transition arrangements. If you would like to give any feedback on any aspect of Ealing's transition plans please email the SEN Assessment Service at send@ealing.gov.uk

Please do not hesitate to contact me or your SEND Coordinator if you wish to discuss any of the above.

Very best wishes.

Yours sincerely



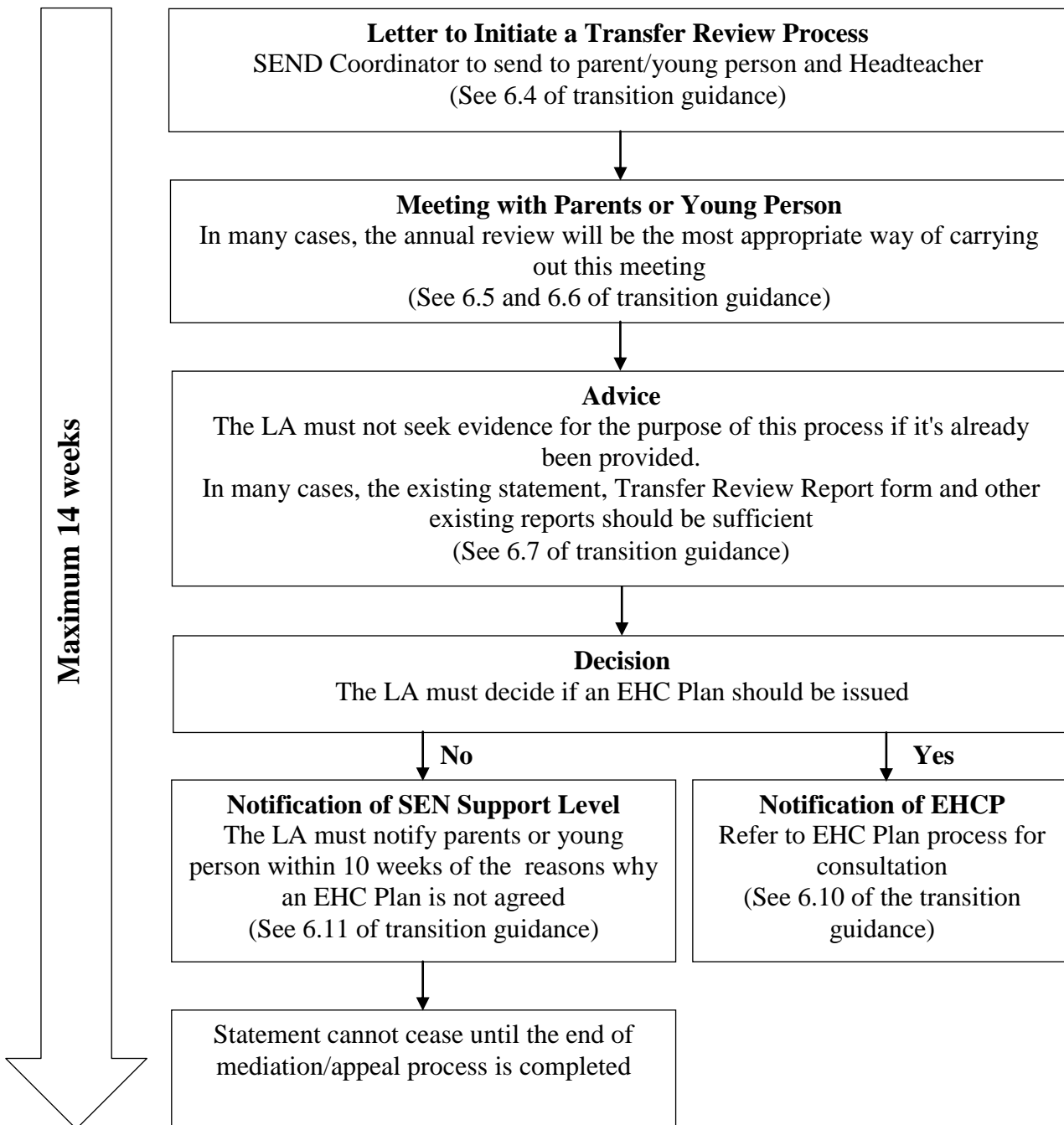
Geraldine Wassell
SEN Service Delivery Manager

The table below outlines the practical implications for year 1 (Sept 2014/ July 2015)

Groups	Process Implications	Education Setting Affected
<p>Children and young people with Statements of SEN moving from school (including school 6th forms) to a post 16 institution or an apprenticeship in September 2015</p> <p>TO BE COMPLETED BY 31/5/15</p>	<p>The LA (SEN Assessment Service) must lead on the transitional review process (EHC Plan Assessment) in order to establish if EHC Plans will be issued. The process must not take longer than 14 weeks and it involves the following steps:</p> <ul style="list-style-type: none"> - The LA must send a letter to parents/carers and/or the young person to inform them that the transfer review process (EHC Plan Assessment) is starting This triggers the start of the 14 week process. - - The LA must offer a meeting so that parents or the young person can contribute to this process. In most cases this meeting will take the format of an Annual Review meeting. - - The LA must not seek additional advice. The LA will use advice previously provided, to draft the EHC Plan, provided that the person providing the advice, the LA, and the child’s parent or young person all agree that it is sufficient for the purposes of an EHC Plan. - The LA must then make a decision about whether the EHC Plan will be issued. <p>We all have a responsibility to ensure that families are not unnecessarily burdened by this process.</p> <p>You can find more details about the process in section 6 of the national guidance (link above).</p> <p>Until the transition to an EHC Plan process is completed the LA must continue to maintain the Statement of SEN.</p>	<p>All Mainstream High schools</p> <p>All Secondary Special schools</p> <p>All secondary Bases/Units attached to mainstream schools</p>

<p>Children and young people with Statements of SEN who are NOT due to transfer between key stages in September 2015</p>	<p>Usual annual statement review process to continue.</p>	<p>All mainstream and special schools Bases/Units attached to a mainstream school</p>
<p>Young people who are already placed in post 16 institutions and are in receipt of additional support as a result of Learning Difficulties Assessment (LDA)</p>	<p>Young people who are due to end their courses/training before 1st September 2016 will continue to receive appropriate support as result of the LDA</p> <p>All young people in receipt of this additional support via an LDA and who will continue in further education or training beyond 1st September 2016 must have EHC Plan by that date (if one is needed).</p> <p>Young people have a right to request an EHC Plan needs assessment which, if agreed, will take the full 20 weeks.</p>	<p>FE Colleges/Post 16 institutions</p> <p>FE Colleges/post 16 institutions</p> <p>FE college/Post 16 institutions to note</p>

TRANSFER REVIEW PROCESS
September 2014 – April 2018



From the point that the 'transfer review' commences, parents and young people will have appeal rights under the new SEND system and appeal rights relating to statements of SEN are no longer available.