

Checking your EHCP: What *must* be included?



| Section | |
|---------|--|
| A | <p style="text-align: center;">Parent and Child/Young Person (CYP) Views & Aspirations</p> <ul style="list-style-type: none"> Introduction to CYP & history, might be written in first person – it must be clear who's words are who's Summary of how to communicate with them – to engage them in decision making processes |
| | <p style="text-align: center;">Special Educational Needs (SEN)</p> <ul style="list-style-type: none"> Every individual educational need listed and numbered to be matched with appropriate provision in Section F Must include ALL educational difficulties that are identified in the reports during assessment/Annual Review |
| C | <p style="text-align: center;">Health Care Needs</p> <ul style="list-style-type: none"> Every individual health need listed – if any impact on education, need to be listed in Section B as well The CCG may choose to specify needs not related to SEN (e.g. a long-term condition which might need management in a special educational setting) |
| | <p style="text-align: center;">Social Care Needs</p> <ul style="list-style-type: none"> Every individual social care need listed – must be clearly identified by a social care assessment CYP needs to be known to Social Care service, even if it is not required |
| E | <p style="text-align: center;">Outcomes (intended result of SEP)</p> <ul style="list-style-type: none"> List of intended outcomes for CYP – an “outcome” is a benefit/difference made as a result of intervention Should be personal and match SMART criteria (Specific, Measurable, Achievable, Realistic, Timely) Should be a matched provision and outcome for each need with a clear distinction between them |
| | <p style="text-align: center;">Special Educational Provision (SEP)</p> <ul style="list-style-type: none"> Details of provision required to meet every single need listed in Section B – must include therapies Each provision must be quantifiable and specific, leaving no room for doubt Must include details of the specific type, hours per week, frequency of the provision and the level of expertise required by the person(s) carrying out the provision |
| G | <p style="text-align: center;">Health Care Provision</p> <ul style="list-style-type: none"> Agreed health care provision reasonably required by CYP's disability and/or learning difficulty which results in their SEN, sometimes unlinked provision may be specified May include specialist support, such as medical treatments and delivery of medications, a range of nursing support, specialist equipment, wheelchairs and continence supplies |
| | <p style="text-align: center;">Social Care Provision</p> <ul style="list-style-type: none"> Agreed social care provision reasonably required by CYP under Section 2 of the CSDPA (under 18s) Could include: practical assistance and/or adaptations in the home, provision/assistance in obtaining: recreational/educational facilities and meals at home/outside home, travel to facilities, necessary special equipment, non-residential short breaks (on basis that CYP and parent will benefit) |
| H2 | <p style="text-align: center;">Social Care Provision (any other)</p> <ul style="list-style-type: none"> This includes residential short breaks and services provided for their SEN but unrelated to a disability For YP over 18 – includes any adult social care provision to meet eligible needs Other social care plans can be included here such as Child in need, Child protection, Adult care plans |
| | <p style="text-align: center;">Name & Type of Education Placement</p> <ul style="list-style-type: none"> Details the named school/educational institute CYP will be attending Must include the name and the type of school Must be left blank when in the draft stage – the parent or YP must confirm their preferred choice |
| J | <p style="text-align: center;">Personal Budget (PB)</p> <ul style="list-style-type: none"> Outlines PB to be used to pay for provision in Section F, G, H – by means of Direct Payments Should include arrangements, LA to provide exact number, and what outcomes are to be met by PB Sometimes a PB is not allocated/necessary |
| | <p style="text-align: center;">Index / Evidence Documents</p> <ul style="list-style-type: none"> A list of reports and individual documents that were gathered during assessment (Appendices) |

For full details see the table, “What to include in each section of the EHC plan” under Section 9.69 of the Department for Education [SEND Code of Practice 2014](#)