

# SEND

## A Quick Guide to:

-  Requesting an Education, Health and Needs Assessment
-  How/when to make a request?

### **When?**

The needs of most children and young people with SEND are met in their local school or college through a graduated approach. If your child isn't making progress at school, the school SENCo should take a graduated approach to make small changes/adjustments to the environment, equipment, to the curriculum or to the way it is delivered.

The school or setting will record your child's needs, the adjustments they are making and set clear outcomes – this is the 'Assess, Plan, Do, Review' cycle.

The 'Assess, Plan, Do, Review' cycle can be repeated as many times as needed to help the child or young person progress. Some children or young people will show good progress after the first round of support is put in place, but those with more complex needs might benefit from the cycle being repeated several times.

This is also called SEN Support. If a child or young person has been receiving SEN support for a while and is not making expected progress, it may be appropriate to consider requesting an assessment to see whether an Education, Health and Care Plan is needed.

## **What?**

An EHC Needs Assessment is a joint assessment from professionals who are or may need to be, involved with a child or young person to provide advice about specific provision to meet their needs.

An EHC Needs Assessment may result in an Education, Health and Care Plan (EHCP) being issued, but, when it doesn't, the information gathered during the assessment process can still be used to help inform the SEN support which your child's school, college or setting provides.

## **Who?**

- If you think your child needs an EHCP you can ask your local authority to carry out an EHC Needs assessment.
- Requests for an assessment are usually completed by a school, nursery or college, working closely with the parents, the child and other professionals involved
- A young person can request this assessment themselves if they're aged 16 to 25.
- A request can also be made by anyone else who thinks an assessment may be necessary, including doctors, health visitors and teachers

## What?

When a school requests an assessment they will complete the RSA form with the parent and the child or person. When a parent requests an assessment, we do ask them, the school and other professionals to provide as much information as possible. The Local Authority will use the information submitted to consider whether to conduct a needs assessment under the requirements of the Children and Families Act 2014.

## Contact the SEN team



sendept@york.gov.uk



01904 554336



York SEND Local Offer website: [yorksend.org](http://yorksend.org)

## Guidance to consider

- [Children and Families Act 2014](#)

If you would like this document in an alternative format, please call (01904) 551550, or email [ycc@york.gov.uk](mailto:ycc@york.gov.uk).