

## GOOD PRACTICE EXAMPLES OF PHASE TRANSFERS WITH EHC PLANS

### WHAT ARE WE MAKING BETTER?

Most children or young people will change schools at some point. This is usually when they reach certain ages that mean they move up to the next school level. When a child or young person is in a Phase transfer year, the Education, Health and Care (EHC) plan must be reviewed and amended before 15 February (primary and secondary), 31 March (secondary school to a post-16 institution) and one post-16 institution to another post-16 institution; at least five months before that transfer takes place.

When planning for such transition, we need to ensure that the new school is aware of any additional needs that the child or young person may have. This is so that as soon as they start, a plan is in place. In 2019, the SEND Team experienced challenges in achieving this with some decisions made after these deadlines. There have been 69 requests for assessment during 2019/20 for children and young people in phase transfer year groups which provides challenges in completing the assessment and arranging appropriate provision within these timeframes. There remains a low rate of preferences received for transition into post-16 institutions. We have committed to improving the number of phase transfer EHC Plans issued by these deadlines and sharing information regarding this process so that if a child or young person requires a statutory needs assessment this is done in a timely manner.

### WHAT ARE WE DOING?

We have reviewed all processes regarding phase transfers to ensure they are compliant and timely. We have reviewed our Annual Review proforma to improve the quality of information being received which will support an improvement in the quality of EHC Plans and decision making regarding the 'type' of placement required. Guidance on Annual Reviews and the phase transfer timeline has been published. The consultation form has been amended to ensure compliant responses are received. The phase transfer EHCPs have been amended earlier so that parental preferences are received in good time.

Where appropriate exceptional panels and allocation meetings have been held with providers and expert professionals so that robust decision making can be evidenced for all phases. We have identified that parental confidence in mainstream is low (78% requests for specialist provision) and worked with parents and providers to ensure needs can be met which has included developing an outreach model delivered by specialists into the mainstream sector whilst also increasing our specialist provisions capacity. 93.8% of EHC plans have been issued by 15th Feb which is a significant improvement from 2019. Of these, 55.5% have been allocated mainstream and 44.5% have been allocated specialist provision. We have launched the Core Standards to ensure requests for statutory needs assessments are made at the right time. Schools have responded so well with over 65% of annual reviews in by December.

All children will receive their amended EHC Plans by the deadline which will allow enough time to plan successful transition. Parents and/or young people will report increasing levels of satisfaction in the phase transfer process which will include timeliness and placement allocation. This will be measured through surveys, mediation and Tribunal data compared to 2019. Through the sufficiency programme, parental confidence in mainstream provision will be measured for 2021 intake compared to 2020 data. Quality Assurance will demonstrate an improvement in the quality of EHC Plans. A reduction in the number of responses being received from settings requiring further discussion will be seen, demonstrating an increased confidence in being able to deliver provision in EHC Plans.

### WHAT WILL BE THE IMPACT?

### WHAT NEEDS TO HAPPEN NEXT?

The SEND Team are now working towards the 31st March (secondary school to a post-16 institution and post-16 to post-16) deadline. The preferences that remain outstanding are being followed up individually and we will work

with SSFV to consider improving how we engage with families to understand preferences for post-16 transitions for 2021/22. Meetings have been held with post-16 providers to share information regarding applications received. Quality Assurance data will continue to be collected on the quality of Annual Reviews and EHC Plans. Data will be collected on surveys, mediation and Tribunals to measure levels of satisfaction. This data will inform the long term sufficiency plan and any areas of development reflected in the SEND Service Improvement Plan where appropriate.

