



THURROCK EHCP TIMESCALE

Name: DOB:

School: SENCO: SEN Caseworker:
 Thurrock SEN Dept: 01375 652555

Weeks	EXPECTED DATE		ACTUAL DATE
0		Request for EHCP needs assessment Contact PATT for Support	
3		LA acknowledges receipt, contacts parents and professionals involved, gathers information/evidence	
4		EHCP Panel decision	
6		<div style="width: 45%; background-color: #d9ead3; padding: 5px;"> <p style="text-align: center;">YES</p> <p style="text-align: center;">Ensure key worker role established, prepare parent/YP views, set date for multi-agency meeting Contact PATT for Support</p> </div> <div style="width: 45%; background-color: #f4cccc; padding: 5px;"> <p style="text-align: center;">NO</p> <p style="text-align: center;">Parents offered disagreement resolution meeting or mediation. Contact PATT for support</p> </div>	
8		Multi-agency meeting takes place identifying EHCP outcomes/resources.	*
12		EHCP Panel	
14		<div style="width: 45%; background-color: #d9ead3; padding: 5px;"> <p style="text-align: center;">EHCP</p> <p style="text-align: center;">Draft EHCP issued, resources identified including personal budget drafting. Contact PATT to help check the draft.</p> </div> <div style="width: 45%; background-color: #f4cccc; padding: 5px;"> <p style="text-align: center;">NO EHCP</p> <p style="text-align: center;">Parents offered meeting, Disagreement Resolution Mediation, right of appeal. Contact PATT for support</p> </div>	
16		Parent preference received, Educational setting consultation	
18		Personalised budget finalised.	
20		Finalised EHCP issued	

NB: Annual review will normally be held 12 months from date of finalised EHCP. However, if the EHCP has taken more than 20 weeks, the review date should be **no later than** 12 months from the date of the multi-agency planning meeting (date marked with *)

Annual Review due: