

Education Health Care Plan (EHCP) Further Education Phase Transfer September



London Borough
of Hounslow

Information for young people and parents/ carers.

Further Education applications for young people with Final/Draft Education Health Care Plans are made by Hounslow's SEND Team in line with the Children and Families Act 2014.

What do I need to do?

1. Discuss options available for Post 16 education and training with your child and their education setting
2. Tell us your preference using the form sent with the phase transfer letter.
3. This can be sent via email (you can scan or photograph the form) to sen@hounslow.gov.uk by the end of October.



Where else can I get help?

1. Visit our Local Offer website for more information and guidance:
hounslow.gov.uk/send-local-offer
2. Drop in at one of our SEND Surgeries, no appointment required, to speak with the SEND team and other professionals:
<https://beta.hounslow.gov.uk/send-local-offer-information-advice-support/send-surgeries-lets-talk-send>
3. Speak to Hounslow's SEND Information, Advice and Support Service (SENDIASS) on 020 8583 2607 or email at SENDIASS@hounslow.gov.uk. This service is free to parents/carers of children with special educational needs (SEN) or a disability.
4. You may want to seek support from the Hounslow Parent Carers Forum, which can help signpost to other services and offer places to interact with other parents and carers at monthly coffee mornings/afternoon and at forum meetings. Please see their website for more details:
www.hounslowpcf.co.uk

Stages

What happens at each stage?

Stage 1 Annual Review

You will have discussed the move from secondary school to college or post 16 placements as part of the Annual Review. We will use the information from the annual review meeting to update their EHCP.

Stage 2 – Requesting a post 16 placement

Autumn Term

You are invited to tell us which post 16 education or training placement you would like us to consult for September. You can do this by returning the enclosed form with this letter or speaking to or emailing your Officer.

Stage 3 – Consultation for next education placements

The Learning Support and Assessment Service will use your child's current EHCP and annual review reports to consult with your preferred education setting or training provider and other placements that the local authority considers are suitable based on your child's special education needs. This will start in the second half of the Autumn term. We will aim to keep you updated on the consultation responses.

Stage 4 – Naming the post 16 education placement for September by 31 March in that year

You will receive the final amended EHCP, naming the post 16 placement in section I of the EHCP by 31st March of their last year at their current education setting before starting their next education placement in September of that year.

Some Frequently Asked Questions and answers for Post 16 Phase Transfer

1. How do I choose a placement that seems best for me / my child?

You and your child may choose to stay in the school and join the 6th form, change schools to join their 6th form, go to a further education college, a training provider or employment. Early planning is helpful, especially if this is your last year at the current setting. All schools should offer careers advice, and you can talk to your child's school SENCO.

You can get more information from the schools and college website; they have a special report call "SEN Information" and "SEN Policies" which will tell you all about their special education support. You may also want to look at their OfSTED report, which will tell you about what they do well. **www.OfSTED.gov.uk**

Consider the following:

We recommend starting with the closest appropriate post 16 placement to your home. This will support your child to maintain contact with friends, develop their independence with travel and to join in local and community-based activities.

Unless your child's special educational needs have changed, they will usually attend the same type of education setting that they currently attend, however it is important for you to know that all our local further education colleges offer a wide range of courses for students with different strengths, needs and interests. They also have courses that provide a higher level of learning support in their specialist courses and hubs.

2. What happens if you do not tell us where you want to study?

If you have not told us where your child wishes to study, we will make one or more applications for you/ your child to post 16 education and training providers that the Local Authority considers appropriate and will keep you informed.

3. Here are some example questions you can ask the post 16 education provider?

- What transition and induction support is provided for young people with an EHCP?
- How do they measure progress and how often? Who tracks this?

- How do they involve the young person and their family in the review and planning?
- What experience and training do your staff have working with and supporting young people with special educational needs?
- Where do young people with EHCP progress to, on completion of their course?
- How are young people prepared for adulthood and independence?
- What support is available from other services and agencies?

4. How many post 16 schools or colleges can I select for my child's transfer?

We ask young people and families to identify their first preference; however, it is helpful for us to have your second choice as some post 16 education providers may not be able to offer a place.

5. Can I select a post 16 school or college located outside of Hounslow for my child?

You can choose an out of borough further education post 16 education and training provider. If you decide that then we will also consult with your nearest post 16 school or college in Hounslow for places as well.

6. Can I select any school or college including independent special school or college?

You can tell us that your preferred post 16 education provider and if this is an independent education setting, we will consult, however, it is important for you to know that we also will consult post 16 education providers that we consider are appropriate to meet your/your child's special educational needs. Whilst we have a duty to consult with your preferred education provider, we do not have a duty to name all settings. When making the final decision, we consider all the consultation responses: the suitability and availability of places, the distance from your home and the additional costs of making the placement which may include fees, provision and travel costs.

7. What if a post 16 school or college says they cannot meet the young person's needs?

Hounslow continues to work with all our local schools and colleges to ensure they can support the special educational needs of all children and young people. All post 16 education providers are expected to provide the assessed provision in the EHCP. We will work with the post 16 education providers where they have any concerns in meeting your child's special educational needs.

8. Do we go directly to post 16 school or college if my child has an EHCP?

There will be information days and sessions offered by most schools, colleges and training providers which you can attend and find out more about the courses and support they offer. Whilst we will formally consult the settings, some Post 16 further education colleges and training providers may require you to complete their application form. Check with the setting and complete this as soon as you can.

9. Will my child get help with transport to and from post 16 school or college?

You need to consider how you/your child is going to get to their preferred education or Post 16 provider. The duty on the Council for travel assistance for students between the age of 16-18 is not the same as that for "eligible" children of compulsory school age (age 5-16), this changes for students over 19 years of age. For further information on travel assistance:

www.hounslow.gov.uk/info/20025/schools_and_colleges/1085/school_travel_assistance

The Council has discretion regarding what travel assistance, if any, is provided to post 16 students and a contribution from the young person may be required if assistance is offered.

Our expectation is that most young people attending further education or training providers will get there using public transport.

There will be a few exceptional cases where the Council may provide assistance, in most cases this will not be arranged transport. If transport is agreed, it is only provided at the beginning and end of the college day and does not support individual timetables.

Details of concessionary fares and other support can be found in the Post 16 Travel Assistance Policy, which can be found on the Council's website (www.hounslow.gov.uk)

There is also the 16-19 bursary offered by colleges, you would need to contact the college directly for further information.

10. When will I find out which school my child has been allocated?

Students with an EHCP will find out which post 16 school or college placement they have been allocated by 31st March to transfer for September in that year.