



Transition Plan for the transfer of Statements of Special Educational Needs to Education Health and Care Plans from September 2015- March 2018.

1 Principles

The government is committed to phasing out existing statements and transferring these to EHC plans where appropriate. The Department for Education (DfE) would like all children and young people to have access to the new system as soon as possible but recognise that this will be a significant undertaking for local authorities.

The DfE have therefore set a transition period for local authorities to undertake the process of transferring statements to EHC plans

Local authorities have been given until April 2018 to complete the transfer of all existing statements to EHC plans.

2 Eligibility for an EHC plan

Under the Children and families Act 2014 the legal definition of when a child or young person requires an EHC Plan is the same as that for a statement under the Education Act 1996 ie:

“Where the special educational provision required to meet the child or young person’s needs cannot reasonably be provided from within the resources normally available to mainstream early years providers, schools and post 16 institutions”

The Local Authority may decide that a child or young person no longer requires a statement when, special educational provision beyond what is normally available is no longer needed, either because the needs have changed or because the services required can be provided without a statement. This may be particularly relevant where statements do not attract any additional “top-up” funding.

3 Transitional arrangements

Transitional guidance issued by the DfE in July 2014 and up dated in March 2015 describes how local areas should determine when children and young people will be transferred to the new system during the transition period.

Where possible children should be transferred to the new system at points in their education at which a significant review of the statement would normally take place such as :

- early years settings into Reception Class at school even where this doesn't involve a change of setting
- an infant school to a junior school a primary school to a secondary school
- a secondary school to further education or training
- a mainstream school to a special school or vice versa
- key stage 3 to key stage 4 (Year 9)
- Year 14 into continued education or training
- those leaving custody

Until the transfer takes place children and young people who have statements or non-statutory EHC plans will continue to receive the support for which they have been assessed

5 Numbers of children and young people expected to transfer

A transfer review process, similar to the annual review process is being utilised to transfer existing statements to ECH plans. (see 6) Some statements may cease to be maintained at this point.

To date we have transferred 544 statements or non-statutory EHC plans to statutory EHC plans.

Wigan currently maintains 826 EHC Plans and 589 statements of SEN all of which must be reviewed at least annually. At 1st August 2016, 54 transfers from Statement to EHC Plan which commenced in the Academic Year 2015/16 remained to be finalised.

The table below shows the transfers we intend to carry out during the next 2 years

Year	Y4	Y6	Y9	Y11	Y14	Total
2016/17	60	67	84	110	37	358
2017/18	14	51	64	0	48	177
Total						535

6 Process

For children and young people who have a statement

In order that a child or young person can transfer from a statement to an EHC Plan, the Local Authority must undertake a transfer review. The transfer review will allow for outcomes to be developed which will be included in the ECH plan along with the provision identified to support the child or young person achieve those outcomes.

We will write to the parents and young people who must transfer to the new system to let them know that when we intend to undertake a transfer review and explain what this means.

During the year we will identify other children and young people who are moving between settings that we would want to transfer to an EHC plan and we will discuss this with them and their parents

We will also write to head teachers and principals or managers of other settings so that they are aware of the process and can set dates for the transfer review meeting.

To conduct the transfer review we will undertake an EHC needs assessment. Families and professionals will be consulted about the information that is already available and it may not be necessary to seek a lot of additional advice.

It is essential that parents and children or young people are fully involved in and are able to contribute as equal partners in this process. Schools and settings will ensure that parents and young people are able to give their views as part of the EHC assessment and this will include completing the “all about me” information

Before the transfer review meeting copies of the EHC assessment information will be sent to parents and young people, the school or setting and other professionals. The transfer meeting will be conducted using a person centred approach and will give everyone the opportunity to discuss the EHC assessment information.

The transfer review will be concluded when the local authority either:

- Sends a copy of the finalised EHC plan to child or young person and the governing body, proprietor or principal of any school or other institution named in the plan ; or
- Notifies the child’s parents or young person of its decision that it is not necessary for special educational provision to be made and that the statement will cease to be maintained

A transfer review must be completed within 20 weeks.

7 Comments

This is a revised version of the initial Transfer Plan which was published in August 2014. It is accessible on Wigan Council's Local Offer website from September 2016. Stakeholders can make comments by emailing local.offer@wigan.gov.uk

8 Further Information

There is a set of advice and guidance documents for Children and Families, Young People, Settings and Professionals, which accompany this Transition Plan and which are available on the Local Offer website.