



Special Educational Needs and Disability Policy

Beckside Pre-School is committed to making our setting inclusive and accessible to all children and to making sure that children are able to reach their full potential. All children have the right to the Early Years Foundation Stage and all staff have a duty to meet the needs of all the children attending the setting.

We have regard for the Special educational needs and disabilities code of practice: 0 to 25 years and the action we should take to meet our duties in relation to identifying and supporting all children with special educational needs (SEN), whether or not they have an Education, Health and Care (EHC) plan.

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/398815/SEND_Code_of_Practice_January_2015.pdf

Improving outcomes:

High aspirations and expectations for children with SEN

5.1: All children are entitled to an education that enables them to:

- achieve the best possible educational and other outcomes, and
- become confident young children with a growing ability to communicate their own views and ready to make the transition into compulsory education.

Special educational needs and disability (SEND)

A child or young person has special educational needs and disabilities if they have a learning difficulty and/or a disability that means they need special health and education support, we shorten this to SEND.

The [SEND Code of Practice 2014](#) and the [Children and Families Act 2014](#) gives guidance to health and social care, education and local authorities to make sure that children and young people with SEND are properly supported.

When a child or young person has special educational needs

(1) A child or young person has special educational needs if he or she has a learning difficulty or disability which calls for special educational provision to be made for him or her.

(2) A child of compulsory school age or a young person has a learning difficulty or disability if he or she—

(a) has a significantly greater difficulty in learning than the majority of others of the same age, or

(b)has a disability which prevents or hinders him or her from making use of facilities of a kind generally provided for others of the same age in mainstream schools or mainstream post-16 institutions.

(3)A child under compulsory school age has a learning difficulty or disability if he or she is likely to be within subsection when of compulsory school age (or would be likely, if no special educational provision were made).

(4)A child or young person does not have a learning difficulty or disability solely because the language (or form of language) in which he or she is or will be taught is different from a language (or form of language) which is or has been spoken at home.

We aim to foster an environment where all children are:

- Seen as children first
- Listened to and the voice of the child is valued
- Fully accepted and involved in all activities
- Encouraged and enabled to be as independent as possible
- Respected when care is of a personal nature

In order to meet the needs of all children, including those with special educational needs and/or disability, we consider the following issues:

- Voice of the child
- Working in partnership with parents/carers and professionals
- Access
- Quality learning opportunities (planned and differentiated)
- Staffing levels - making sure these are adequate to meet a child's needs
- Training of staff
- Resources and equipment
- Challenging stereotypes and promoting positive attitudes amongst all children and staff
- Individual programmes, monitoring of progress and record keeping

Beckside Pre-School will endeavor to ensure that all children are treated with equal care and respect and encouraged to take part in a range of opportunities and experiences. We will assess the specific needs of any child and take the relevant steps to adapt our facilities and activities to meet the needs of everyone.

Where a member of staff has concerns about the development of a child in one or more areas, this will be discussed with the child's parents/carers in partnership with the SENCO in order to decide on the best way to meet the child's current needs. If appropriate, an individual support plan may be set up for the child, which will be reviewed on a regular basis.

Beckside Pre-School will ensure that:

- Reasonable adjustments have been made to the indoor and outdoor environments to ensure access for all
- Staffing arrangements meet the needs of individual children;
- Policies are available to parents and are consistent with current legislation;
- Children with special educational needs and disabilities have equality of access to facilities, activities and opportunities;
- Regular liaison is maintained with parents/carers and other professionals

- Practitioners and parents support each other to understand a child's learning and development, recording and planning appropriately allowing continuity between the setting and home.
- Ensure access to Key Person/SENCo for regular discussions both formal and informal. We have a designated area for confidentiality if required. We operate an open-door policy.

The role of the Special Educational Needs Coordinator (SENCo)

We have a named Special Educational Needs Coordinator (SENCo). The SENCo is responsible for monitoring the needs and progress of children with SEN. The SENCo will ensure that liaison takes place with parents/carers and with appropriate professionals as well as ensuring that the setting is up to date with current legislation and practice.

Our named SENCo: Helen Kendall

Our Deputy SENCO: Jayne Tyler

The SENCo is responsible for:

- Ensuring all practitioners in the setting understand their responsibilities to children with SEN and the setting's approach to identifying and meeting SEN
- Advising and supporting colleagues
- Ensuring parents are closely involved throughout and their insights inform action taken by the setting
- Liaising with professionals or agencies beyond the setting

Admissions arrangements:

- All children, including those with identified special educational needs and/or disabilities are admitted to the setting following discussions with parents/carers.

Partnership with Parents/Carers

Parents/carers are kept fully informed about their child's progress and any concerns. Any programmes of work are shared with parents and they are encouraged to support their child's learning at home. Review meetings are held each term, but staff are available to talk to parents informally on a daily basis. The parent's views of the child are central to all programmes of support and in documenting the child's learning and development.

Links with other agencies or professionals

Prior to children's admission we will liaise with local Health Visitors, Speech and Language Therapy Service, Physiotherapy/Occupational Therapy Service/Portage Service and any other relevant agencies to ensure their involvement as/when appropriate.

Transition

We recognise the importance of a smooth transition into full-time education for our children with special educational needs and staff aim to develop and maintain close links with local primary and special schools. Receiving staff are encouraged to visit individual children at Becksid Preschool & Nursery before general pre-school visits. For children with an Education, Health and Care plan, the class teacher and/or support staff will be encouraged to spend as much time as possible alongside the child in the setting before transition

We do not contact other professionals about a child without parental consent unless there are concerns about child protection.

Appendices

Understanding the Education, Health and Care Needs Assessment Request Process (0 – 6 Weeks):

A guide for parents and carers:

An Education, Health and Care Needs Assessment request has been made, so what does this mean?

Your child's school or other education setting will often be able to meet the needs of children/ young people through SEN Support, but sometimes they may need more specialised educational provision. In these circumstances, it may be necessary to consider an EHC needs assessment.

An outcome of the EHC needs assessment may be an Education, Health and Care (EHC) Plan. The plans are legal documents that include information and support about the child/young person's Special Education Needs, as well as Health and Social Care where relevant.

"The purpose of an EHC plan is to make special educational provision to meet the special educational needs of the child or young person, to secure the best possible outcomes for them across education, health and social care and, as they get older, prepare them for adulthood." SEND Code of Practice 9.2"

Evidence will be required detailing the support and interventions which an education setting has already provided as part of the graduated approach or supported evidence if a child is not in a pre-school setting if appropriate. The new process requires the child/young person and all relevant professionals to contribute to the assessment; to identify the support they can provide and monitor progress to be able to meet the identified outcomes.

The request has been submitted, what happens now?

Once the request has been submitted a SEND Assistant Caseworker will be allocated. This may be up to 2 weeks after the request is submitted. Within the first 6 weeks of the process, they will send further information requests to the following (even if information has been provided as part of the initial EHC Needs Assessment Request):

- Parents/carers and/or young person –Any additional information you feel relevant and wish to upload can be added to the bottom of the request form by clicking 'add files'. The email addresses of parents / carers / young people aged over 16 and above will be added to the sidebar.
- The child or young person's educational setting
- Health Care professionals
- Psychological advice and information from an educationalist
- Social Care professionals
- Any other advice and information that Lincolnshire County Council considers relevant.

At the end of the information gathering period a panel will meet to decide if an assessment is required in line with the SEND Code of Practice 2015. This decision must be made within 6 weeks of the original request.

If an assessment is not agreed the Local Authority will inform parents/young people about the decision, highlighting their right to appeal.

If the decision is to proceed you should receive a notification to access the Hub. A SEND caseworker will be allocated and will contact the family, and person who made the request, to discuss next steps.

How long is the whole process?

Overall, it can take 20 weeks for the whole process to be completed. However, this can be split into 3 sections; please see an overview below or refer to the flowchart on Page 154 of the SEND Code of Practice, 2015:

- 0-6 weeks – This is the information gathering stage. Once the request has been submitted to the Local Authority, the Authority must agree whether or not to progress with an assessment within 6 weeks of the request.
- 6-16 weeks – If an assessment is agreed, a SEND Caseworker and an assessing professional, such as an Educational Psychologist or Specialist Teacher, will be allocated. By the 16-week date, this information is seen at a Hub Panel Meeting, where it is determined if an EHC Plan is required.
- 16-20 weeks – A Draft EHC Plan is created and shared with parents / carers and / or young people aged over 18, and finalised by the 20-week date.

What do I do if I have concerns regarding my Child's school?

At this stage the SEND Team cannot assist with concerns raised. You are required to go through the appropriate channels within the settings network.

What do I do if I need to apply for a school place, but I am awaiting the outcome of this process?

As a parent, you are required to go through the normal admission process, whilst the EHC Needs assessment process is being completed.

Where can I find more information regarding this process?

[Liaise – About Liaise - Lincolnshire County Council](#)



[SEND Local Offer – Lincolnshire County Council](#)



[Lincolnshire Parent Carer Forum – Lincolnshire County Council](#)



[EHC Hub Guidance](#)



[School and college transport – Lincolnshire County Council](#)



[Lincolnshire Young Voices – Lincolnshire County Council](#)



Glossary:

EHCP: Education, Health and Care Plan.

EHCNAR: Education, Health and Care Needs Assessment Request

EHC Hub: Education, Health and Care Hub.

SEND: Special Educational Needs and Disabilities.

SENDCo: Special Educational Needs and Disabilities Co-ordinator.

Understanding the Education, Health and Care Needs Assessment Process (6 – 20 Weeks):

A guide for parents and carers:

Lincolnshire County Council have agreed to carry out the EHC Needs Assessment for your child, so what happens next?

Lincolnshire County Council will seek information and advice on:

- a. Your child or young person's needs,
- b. The provision required to meet those needs, and,
- c. The outcomes expected to be achieved by your child or young person.

Lincolnshire County Council will seek advice and information from professionals during an assessment as set out in Regulation 6(1) of The Special Educational Needs and Disability Regulations 2014 (The SEND Regulations 2014):

- a. You, as your child's parent or as a young person.
- b. Educational advice (usually from the SENDCo, the head teacher or principal).
- c. Medical advice and information from a health care professional.
- d. Psychological advice and information from an educationalist.
- e. Advice and information in relation to social care.
- f. Advice and information from any other person the local authority deems appropriate.
- g. Where your child (or you as a young person) is in or beyond Year 9, advice and information in relation to provision to assist your child/you in preparation for adulthood and independent living.
- h. Advice and information from any person you reasonably request that the local authority seek advice from.

The SEND Caseworker will reach out via email, explaining the next steps of the process. A meeting (via phone, Teams, or in person) may be held. This meeting is an opportunity to work together positively, keeping the child or young person at the centre of the process. Their views, wishes, and feelings will be central to the discussion.

How long will this take?

The above professionals must respond within six weeks upon Lincolnshire County Council asking for their advice and information regarding your child/ young person. This is set out in SEND Regulation 8(1) and paragraph 9.52 of the Code of Practice. The only exceptions to this are if:

- a. During that six-week period, exceptional circumstances affect you or your child,
- b. You or your child are away for a continuous period of not less than four weeks, or
- c. You fail to keep an appointment for an examination or a test.

Lincolnshire County Council will decide whether to issue an EHC Plan within 16 weeks of receiving the initial request. If agreed, a draft EHC plan will be created and shared, and consultations with settings will begin. The final EHC Plan must be issued no later than 20 weeks from the date of the initial request.

What happens if my child is declined an EHC Plan?

Your SEND Caseworker will contact you by the 16-week deadline to explain the decision and provide advice on next steps. The decision will also be available on the EHC Hub.

What happens if my child is approved for an EHC Plan?

You will receive a notification via the EHC Hub. The SEND Caseworker will draft the EHC Plan and share it with you through the Hub. You will have 15 days to provide feedback. The Caseworker will then consult with settings, including your parental preference, this may take up to 15 days for settings to respond.

What do I need to do?

As a parent/ carer for your child, you are required to provide your voice. This is to be done on the EHC Hub system. You'll be asked to respond to the following prompts:

- Important things to know about our family history: briefly explain any family history that may be relevant, such as parental diagnoses, living situations and social care involvement.
- Things that are working well at home and school: explain in your own words what you think is working well at home and school, giving examples if needed.
- Things that are not working well and we would like to change: explain in your own words what you think is not working well at home and school, giving examples if needed.
- Our hopes and aspirations for the future: what you would like to see happen for your child.
- Other information we think is important: any information not already covered.

Keep this section factual and concise. Lincolnshire County Council recommends that it fits on one A4 landscape page when presented.

What can I expect from my SEND Caseworker?

During the time of the Needs Assessment, the SEND Caseworker will be working in the background ensuring all advice and information is provided in accordance with the above. They will be in contact with you at several points of the process, including but not limited to:

- a. Initial contact where they introduce themselves, normally via the email address you have provided.
- b. If a meeting has been requested, following the drafting of your child's EHC Plan, they will arrange this meeting with you.

- c. Informing you of the decision as to whether Lincolnshire County Council will issue your child with an EHC Plan, via the EHC Hub.
- d. Sharing the draft EHC Plan and gathering your wishes for consulting settings.
- e. Sharing the outcome of the consultation process.
- f. Informing you when the EHC Plan has been finalised.

Your views matter:

How did we do during the first 6 weeks?

A short set of questions for parents/carers/guardians/young people, used to shape the SEND Team in Lincolnshire:

<https://www.letstalk.lincolnshire.gov.uk/embeds/projects/38656/survey-tools/43367>



Paper copy also available.

Where can I find more information regarding this process?

[Liaise – About Liaise - Lincolnshire County Council](#)



[SEND Local Offer – Lincolnshire County Council](#)



[Lincolnshire Parent Carer Forum – Lincolnshire County Council](#)



[EHC Hub Guidance](#)



[School and college transport – Lincolnshire County Council](#)



[Lincolnshire Young Voices – Lincolnshire County Council](#)



Glossary:

EHC Plan: Education, Health and Care Plan.

EHC Hub: Education, Health and Care Hub.

SEND: Special Educational Needs and Disabilities.

Understanding the Education, Health and Care Plan Process (20 Weeks):

A guide for parents and carers:

Lincolnshire County Council have finalised my child's first EHC Plan. What happens next?

Lincolnshire County Council delegates the delivery of the special education provision specified in Section F in the EHC Plan to the setting which is named on your child's EHC Plan. This is a legal duty, set out in section 42(2) of the Children and Families Act 2014. It is Lincolnshire County Council's legal duty to make sure that setting's staff have the correct financial resources, training and equipment to provide this. To meet this legal duty, Lincolnshire County Council will contact the setting named in your child's EHC Plan, stating that they are named and must commence providing the special educational provision outlined in Section F of the EHC Plan. It is recommended that you as a parent/ carer discuss this implementation of special educational provision directly with the setting, and the timeframe for this.

The EHC Plan must be reviewed within a 12-month period. Lincolnshire County Council oversee these EHC Plan reviews, however, delegates the responsibility of these reviews to the setting named of the child's EHC Plan. This is to ensure it stays up-to-date and continues to provide the support needed. At the end of the review, there are only three decisions Lincolnshire County Council can make:

- To maintain the EHC plan as it is (not make any changes),
- To amend the EHC plan (and say what changes it is proposing), or,
- To cease the EHC plan if it deems it is no longer necessary for it to be in place.

The first review of your child's EHC Plan will take place within 12 months of the EHC Plan being finalised.

Subsequent reviews must be completed within 12 months of the previous review.

If your child is between ages 0-5, Lincolnshire County Council will ask the setting to consider reviewing their EHC Plan every 6 months in line with The SEND Code of Practice 9.178, to ensure that the provision continues to be appropriate.

What should I do if I disagree with the contents of my child's EHC Plan?

If you are unhappy with the contents within Sections B and/or F of your child's EHC Plan, you can attend a mediation with the Local Authority, or obtain a mediation certificate to appeal to the First-tier Tribunal (Special Educational Needs and Disability) also known as the SEND Tribunal. A letter will be available on the EHC Hub detailing how you can proceed with this decision.

What should I do if I do not agree with the setting named in my child's EHC Plan?

If you are unhappy with the setting named in Section I of your child's EHC Plan, you can appeal to the First-tier Tribunal (Special Educational Needs and Disability) also known as the SEND Tribunal. A letter will be available on the EHC Hub detailing how you can proceed with this decision.

What will happen at the First Annual Review and subsequent Reviews?

The setting will be in touch at least four weeks prior to when the first annual review is due, to arrange the EHC Plan review meeting and gather reports. The annual review invitation will be sent at least two weeks prior to the meeting, along with the advice collected beforehand and will be sent to:

- Parents/ Carers.
- The child or young person.
- The SEND caseworker.
- Any health professionals involved with the child.
- Any social care professionals involved with the child.
- Any other professional currently working with your child.

The advice and guidance should provide details about the child or young person's progress and their access to teaching and learning and consider whether the current special educational provision is effective. Parents, young people and professionals can suggest changes to the EHC plan. Gathering this information and advice before the meeting is crucial, particularly where amendments to the EHC plan are being considered. During the Annual Review, several key points will be discussed:

- Your views, wishes and aspirations as the parent and carer.
- Your child's views, wishes and aspirations.
- Your child's special educational needs, and whether these remain appropriate.
- Your child's progress towards outcomes, and whether the outcomes remain suitable.
- The special education provision in place, and whether any adjustments are needed.
- The provision required to support your child in preparing for adulthood and independent living (From Year 9 onwards).

Subsequent reviews will follow the same format and must be held within 12 months of the last review.

The setting will upload the review documentation to the EHC Hub. The SEND

Caseworker will then decide whether to maintain, amend or cease your child's EHC Plan.

Maintaining the EHC Plan:

A decision to maintain the EHC Plan may be published following an annual review. This typically means that there have been no significant changes to your child's needs or provision, and therefore no updates to the plan are required.

Amending the EHC Plan:

A decision to amend the EHC Plan may be published following an annual review, if the SEND caseworker identifies significant changes to your child's needs and provision. In this case, proposed amendments will be shared with you via the Draft EHC Plan (Notice of Amendment) on the EHC Hub. You will then have up to 15 days to provide your feedback to the SEND Caseworker, through the EHC Hub. However, the SEND caseworker will also accept feedback through other means if needed. Once your feedback has been considered, a finalised amended EHC Plan will be issued via the EHC Hub.

Ceasing the EHC Plan:

A decision to cease the EHC Plan may be published if the SEND caseworker determines that it is no longer necessary for the plan to be maintained, or if Lincolnshire County Council is no longer responsible for the child or young person.

When the EHC Plan may no longer be necessary:

This may occur when your child no longer requires the special educational provision outlined in the EHC Plan.

When Lincolnshire County Council is no longer responsible:

This applies in circumstances such as:

- A young person aged 16 or over leaves education to take up paid employment (including employment with training but excluding apprenticeships).
- The young person enters higher education (e.g. achievement of a Level 3 qualification).
- A young person aged 18 or over leaves education and no longer wishes to engage in further learning.
- The child or young person moves to another local authority.

Can I request an early annual review?

If you believe that there is a significant changes of need or provision to your child's EHC Plan, you can request that an early annual review be considered and arranged as soon as possible. This decision lies with your SEND Caseworker, and will depend on the circumstances surrounding your request. However, if Lincolnshire County Council does not agree to carry out an early review, there is no right of appeal against that decision.

If a review meeting is brought forward and held without prior confirmation from Lincolnshire County Council the Local Authority is not required to review the EHC Plan, follow the legal process nor adhere to legal deadlines.

What if I have concerns with the implementation and delivery of provision within the setting?

If you have concerns, it is best to speak with your child's teacher first, to understand what is happening and explore whether a quick solution can be found. If the issue remains unresolved, you should then speak with the setting's SENDCo, who is actively involved in overseeing your child's provision. It is recommended that you meet with the SENDCo in person to discuss your concerns. After the meeting, allow time for the setting to implement any agreed actions, before escalating the matter to your SEND Caseworker.

If you are experiencing communication difficulties with the setting, please follow their internal policies and procedures to escalate your concerns appropriately.

Can my SEND Caseworker assist with transportation?

Your SEND Caseworker cannot assist with transportation to and from your child's named setting. The responsibility of transport decisions come directly from the Lincolnshire County Council Transport Team, which operates under its own processes and criteria.

For more information please visit: [School and college transport – Lincolnshire County Council](#).

If transport has been agreed and you experience any issues, it is best to raise your concerns with the setting first, before contacting the Lincolnshire County Council Transport Team.

What can I expect from my SEND Caseworker?

Responsibilities:

Your SEND caseworker is responsible for ensuring that processes related to your child's EHC Plan are followed in line with legislation. Their responsibilities include, but are not limited to:

- Overseeing the implementation and delivery of your child's special educational provision within the setting
- Deciding, following an annual review, whether to maintain, amend or cease your child's EHC Plan.
- Working in partnership, with you, your child, professionals from education, health, social care and the third sector to achieve shared objectives, outcomes and aspirations.

Attendance at Annual Reviews:

The SEND caseworker may attend annual reviews when the setting requests their involvement or during specific reviews that occur at key points in your child's educational journey (such as phase transfer reviews). Their attendance helps ensure that both your views and your child's preferences regarding the next educational setting are fully considered, and that the EHC Plan is updated to reflect appropriate provision and support for the new phase of education.

The SEND Caseworker may also attend an annual review if there is a proposed change in provision that requires consideration by Lincolnshire County Council. Please note that SEND caseworkers do not routinely attend all annual reviews throughout your child's educational journey.

Communication:

Your SEND Caseworker will communicate directly with the setting if any issues arise and will provide advice and guidance directly to the setting if they need support to meet your child's needs. The setting has a duty to use all available resources both internally and through external agencies and The Local Offer before contacting the SEND caseworker for further support.

While you may contact your SEND Caseworker for clarity on EHC Plan-related processes, educational queries should be directed to the setting. You are encouraged to:

- Review the setting's policies and procedures
- Explore the Local Offer for available resources
- Contact Liaise for impartial advice

Where a collaborative next step is required, a multi-agency meeting may be held to prevent miscommunication and ensure a holistic approach that promotes the best outcomes for your child. Please note that the SEND

Caseworker may direct any queries to other teams within the service or back to your child's setting, if your question does not relate directly to your child's EHC Plan.

The SEND Caseworker will review all annual review documentation once submitted by the setting. They do not routinely notify you of decisions following the review; instead, notifications will be sent via email through the EHC Hub. You will receive a Letter of Intent indicating that changes may be required. This is a formal step and reflects what was already discussed during the annual review. A 'Maintained' decision regarding your child's EHC Plan will be finalised without the proposed amendments being shared with you first.

Your views matter:

How did we do during the 20 weeks?

A short set of questions for parents/carers/guardians/young people, used to shape the SEND Team in Lincolnshire:

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This policy has been adopted by Beckside Pre-School & Nursery

Date: February 2026

Review Date: February 2027

Education, Health and Care Plan Process Flowchart

Week 0 - 6

A Request For Assessment is received by Lincolnshire County Council. This can come from a school, parent, or involved professional, e.g., a social worker. Within the first 6 weeks, you will receive confirmation as to whether Lincolnshire County Council agrees to assess the young person.

6 - 12 Weeks

If agreed, the EHC Needs Assessment begins. Lincolnshire County Council will gather advice and information regarding:

- a) the child or young person's needs.
- b) the provision required to support those needs; and
- c) the expected outcomes following implemented provision.

Professional advice will be sought, and is required within 6 weeks of the original request date.

Your SEND Caseworker may arrange a discussion with you, if further information is required.

SEND Local Offer – Lincolnshire County Council



12 - 16 Weeks

All advice will be submitted as part of the EHC Needs Assessment process and submitted to a "16 Week" Panel Meeting. This will determine if your child is granted an EHC Plan.

If Lincolnshire County Council decides to issue an EHC Plan, a Draft EHC Plan will be created and shared with you. However, if an EHC Plan is not approved, you will be notified of your right to appeal.

16 - 20 Weeks

If an EHC Plan is approved, your SEND Caseworker will issue a Draft EHC Plan. You have 15 days to respond to this, prior to consultations being sent to appropriate settings. The EHC Plan must be finalised 20 weeks after the initial request and sent to:

- a) the young person or their parents
- b) the governing body, proprietor or principal of the educational setting
- c) or early years providers named in the EHC Plan; and
- d) the responsible health body.

Annual Review

Lincolnshire County Council, or the young person's educational setting, will complete the first review of the EHC Plan within 12 months of it being finalised. Subsequent reviews must be completed within 12 months of the previous review.

Invitations to the Annual Review Meeting will be sent at least 2 weeks prior to the 12-month deadline. For advice to be received on time, Lincolnshire County Council recommends that this process starts at least 4 weeks prior to the 12-month deadline.

Following the annual review meeting, within 2-weeks of the annual review meeting, the review paperwork will be circulated to Lincolnshire County Council and all attendees.

Within 4 weeks of the review meeting, Lincolnshire County Council will decide whether to:

- a) maintain the EHC Plan in its current form.
- b) amend the EHC Plan.
- c) cease to maintain the EHC Plan.

As soon as practicable, and within 8 weeks of the EHC amendments being shared, Lincolnshire County Council will finalise the Amended EHC Plan.