The Hounslow Education, Health and Care Statutory Assessment Process made by a Parent / Young Person aged 16 Request is made for an assessmen A document is drafted / finalised 25years / Education A process step is LA to notify Notify - Parent / Young Person about decision made and inform them of their Signpost / decision is - Parent/ Young to be made Does the EHC Panel Person - Health Service - social care and Consideration Notes - Early Years - Head / Principal at setting / education rights re mediation. placement (within 6 weeks of initial request) Yes Yes EHC Panel request for statutory assessment reports to be LA to notify Health Service - Social Care completed by identified professionals. Consideration of the need and identification of a key worker - Early Years lead / Principal at etting / education of decision Person about Week 4 decision made and inform them of their rights re mediation / Professionals carry out assessments and discuss adings / outcomes with Parent Young Person appeal (within 16 weeks of initial request) ls a LAC residential Information gathering placement being considered / suggested? case to Placements Panel for consideration prior to EHC Panel Assessment reports are taken to the EHC Panel for consideration of whether to issue a Plan. - Health Service - Social Care - Early Years Head / Principal at Issue a EHC setting / education placement of decision Week 10 Reports consolidated into a draft EHC Plan and taken to panel for Complex circumstances are taken to the Complex Cases Panel circumstances identified? Information on advice and support, personal budgets and schools / colleges to be sent to the Parent / Young Person Draft Plan sent to Parent / Young Person for consideration Week 12 Parent / Young Person review draft EHC Plan Parent / Young Person to review the draft EHC Plan and indicate whether they wish to have a indicate preference whether they wish to have a meeting to discuss the draft Plan are considering requesting a personal budget their preference for education placement Week 14 Agreed amendments are incorporated in the draft EHC s to draft EHC I SEN to liaise with Social Care and Health where necessary regarding Personal Budget Personal Budget? Plan agreed and consultation / Training Provider considered and decision is communicated to the Parent / Young Person LA sends a copy of the draft EHC Plan to the roposed early years setting / education / training provider they are consulting on the proposed placement of the Child / Young Person Week 18 Offer letter stating proposed provision sent to Parent / EHC Plan is finalised including name of early years setting / education / training provision Week 20