Feedback from EHCP Panel Chairs

 13.12.18







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| Item | Comments | Recommendation |
| Attendance | * Attendance generally good and panel meeting all year around;
* EP always in attendance;
* SEN assessment manager always in attendance
* Mainstream school always represented
* Special schools not attending
* Finance always represented
* 16 – 25 always represented;
* Health: always represented but not sure right people are around table – not able to access health advice / contribute to plan;
* Social Care: David Byrom usually in attendance but this is vulnerable due to capacity.
 | * Re- issue invite to special school heads / representatives – Panel admin to progress;
* Revisit most appropriate health representative
* Consider additional BSO post in social care to lead on admin for EHCP.
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| Administration | * Rooms booked and available and administration well managed.
* Pathways system has made panel administration much smoother and reduced time burden.
* Pathways panel sheets easy to read and useful
* Some issues with ICT but generally working well.
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| Referrals for EHCA | * Quality of requests is improving – settings understand more what they need to do and use correct forms;
* Most non agreements due to CYP not being at R4 / incorrect ranging.
* Full paperwork required not always being submitted eg Ranges / Individual SEN support offer.
* Levels sometimes missing or just says ‘below ARE’ – this is not helpful;
* SEN Officers need to interrogate information provided by schools ie do not assume that because the school says it is range 4, this is correct.
 | * Further training on Range model;
* Training for SEN Officers on interrogating levels provided by schools.
* Any incomplete referrals to be sent back to schools;
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| Decision to Issue | * Provision section universally poor – School age team generally not specific / largely Q1 but EY excessive levels of support ( usually 4c);
* Health / SC advice routinely absent from plans.
 | * Training for officers on Quality Provision Section. Training ready to be delivered.
* Further discussions with Health re timely provision of Health advice
* Further work on self-monitoring of EHCPs when submitted onto Pathways
* Pathways to identify one case per week for QA and format for recording feedback
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| Placement | * Many requests for change of placement being made without annual / interim review;
* Quality of responses from schools following consultation is improving.
* Settings must keep CYP on role whilst this discussion I taking place.
 | * Feedback to Sencos / message on BSOL
* Advice to Sencos – Letters must detail what reasonable adjustments would need to be put in place to meet needs and then returned to panel to decide next steps.
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| General | * Significant number of cases for CYP with anxiety / mental health issues / out of school. Potential gap in provision
* Numbers on later referrals;
* CAMHS advice generally missing / difficulties in accessing CAMHs cited in many requests.
* Unclear how completed plan gets into social care if CiC;
* Some cases of discrepancy between level of request for PB/ Social care and needs as identified in EHCP.
 | * RD Flag up potential gap in provision with
* EHCP needs to be included in any social care requests that come to panel.
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