

Your response must be based on:

Precise, factual and objective information

An accurate identification of needs that is in the child's best interests and is not influenced by any pressure from a party's wishes or time constraints, and which is not resource-led

Advice that is justifiable and supported by evidence based on the child's needs and considers any material facts that affect that advice either way

The specification and quantification of any recommendations about provision unless there are clearly stated reasons for not doing so

Make it clear if there is not enough information on which to reach a conclusion on a particular issue or point, regardless of any pressure to commit to a certainty

Give a clear summary of the recommendations made and your response should be clearly dated and signed

Provision detailed in draft EHCP

The provision described against each outcome listed in the child's/young person's EHCP must be delivered by the school/college. How this will be arranged, and by whom it will be delivered, will vary from school to school. In this section, describe how your school/college arranges/will arrange the special educational provision set out in the child's/young person's EHCP. Any specific training required by staff in order to deliver the provision should be set out here.

Where there would be difficulty in the school making the provision detailed in the child/young person's EHCP, please provide full details of why this would be the case.

Where a change to Element 3 funding is required, please use the E3 form in the usual way, providing costs for the delivery of provision to meet the outcomes detailed in the plan.