London Borough of Harrow

TRANSITION PLAN
January 2016 – 1st April 2018

The Transfer of Statements of Special Educational Needs
to
Education, Health and Care Plans
Introduction


2. This transition plan sets out details about when and how children and young people with statements of special educational needs (SEN) will be transferred to the new Special Educational Needs and disability (SEND) system.

3. From September 2014 we started to transfer all existing statements of SEN to Education, Health and Care (EHC) plans. By 1 April 2018 we must have transferred all children and young people with statements of SEN to the new SEN and disability system who meet the criteria for an EHC plan.

4. We are taking a step approach based on the Department for Education (DfE) guidance – ‘Transition to the new 0-25 special educational needs and disability system’ issued in September 2015 (Third Edition).

5. The above link will provide you with more detailed information on the transition period and related arrangements.

Transfer process- Headlines

1. To transfer a child or young person from a statement to the new SEND system, local authorities must initiate a ‘transfer review’. An EHC needs assessment must be conducted in line with the Children and Families Act 2014 as part of the transfer review. It must allow for outcomes to be established for the EHC plan and for provision to be identified supporting the child or young person to achieve those outcomes.

2. The transfer review should replace the annual review in the academic year that the child or young person transfers to the new SEND system. The child’s parents or the young person must be invited to a meeting as part of the transfer review. Once the transfer process has commenced, appeal rights under the 1996 Act are replaced by those under the Children and Families Act 2014.

3. All statements of SEN will be maintained in accordance with part IV of the Education Act 1996 until transferred to an EHC plan.

4. We expect that all those who would have had a statement of SEN and would have continued to have one under the current system will be transferred to an EHC plan.

Statements of SEN

1. All statements of SEN must be transferred to EHC plans or ceased by 1 April 2018.

2. The local authority will initiate transfer reviews based on targeted groups. The transfer review will replace the annual review in the academic year that the child or young person transfers to the new system.
3. A young person in this context is a person over compulsory school age and under 25. Compulsory school age ends on the 1st Friday of June in the academic year in which the person becomes 16.

4. **Appendix A** = Transfer time table showing when children and young people will be transferred from a statement of SEN to an EHC plan. This is based on guidance from the DfE targeting children and young people by year group.
## Transfer Timetable  
### Appendix A

<table>
<thead>
<tr>
<th>Current Year Group</th>
<th>TG = Target Group</th>
<th>2015-16</th>
<th>2016-17</th>
<th>2017-April 18</th>
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<td>TG (Autumn Term)</td>
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- **-1** = Rising 5  
  Children moving from a relevant early years setting to a school

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<td>Year 14</td>
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</tbody>
</table>

All young people in a mainstream school including those moving into school post 16/sixth form.
Young people in a special school who will be moving to a post 16 setting or apprenticeship.

All young people in a special school in Yr. 13 who will be moving to a post 16 setting or apprenticeship.
Support Available

If parents or young people have questions about the local authorities’s arrangements for transfer of a statement of SEN to an EHC plan, they can contact the SEN assessment and review service (SENARS):

Email - senassessment.reviewservice@harrow.gov.uk
Tel - 020 8966 6483

If parents or young people wish to have independent information and advice about the transfer process they can ask to have an Independent Supporter (IS). For more information, please visit our Local Offer website.

Independent Supporters

Independent Supporters are funded by The Department for Education via The Council for Disabled Children. Their role is also to support young people and parent(s) through the statutory process of transferring from a SEN Statement to a new EHC Plan. All Independent Supporters receive nationally delivered training to carry out their role.

The Independent Support service is being provided in Harrow by two organisations: Family Action Harrow SENDIAS and Barnardo’s. If you would like to make use of this service or find out more about this service and what they can do to assist you, please contact either one of these organisations.

Contact details

Family Action Harrow SENDIAS
Harrow SEND Information, Advice and Support Service
Cedars Hall, Chicheley Road, Harrow Weald, HA3 6QH.
Email- harrowsendias@family-action.org.uk
Website: www.family-action.org.uk/harrowsendias
Tel-020 8428 6487

Barnardo’s London Independent Support Service (BLISS)
Email: ISHarrow@barnardos.org.uk
Tel: 07713 709569 / 020 8555 1880

If you need support with understanding any other aspect of the Special Educational Needs system you can contact the Family Action Harrow SENDIAS.

SENDIAS provides information, advice and support to parent(s) and carers of children and young people with SEN at all stages of their child's school life, from pre-school early diagnosis through to school-leaving at 16 or 19 and for those with learning difficulties and/or disabilities to age 25.
Glossary of Terms

**EHC plan:** An EHC plan will replace current statements of SEN and LDA's. The plan is a legal document describing a young person's needs, the provision to meet those needs and the suitable educational placement. Where necessary, it also includes information about the provision that health and social care may be making for a young person.

**FE College:** Further Education College: A college offering continuing education to young people over the compulsory school age of 16.

**IS: Independent Supporter:** An individual who is independent from the local authority and is trained to provide advice and support to families with children with SEND through the statutory assessment and EHC process.

**Personal budget:** An amount of money identified by the local authority to deliver provision set out in an EHC plan where the parent(s) or young person is involved in securing that provision. The funds can be held directly by the parent(s) or young person, or may be held and managed on their behalf by the local authority.

**SENDIAS: Special Educational Needs and Disabilities Information, Advice and Support Service:** Provides information and support to parent(s) whose children have special educational needs.

**Young person:** A person over compulsory school age (the end of the academic year in which they turn 16).