

## 10. EHCP Annual Review: Transition to Post-16 Provision



If your child is moving on from **school to post-16 provision**, the EHCP Annual Review plays a key role in planning a smooth and supported transition.

This guide focusses on the Annual Review from secondary to post-16 provision but you can find more information about Annual Reviews in general in our Annual Review guide.

### Key Timescales

**In Year 11, ideally during the autumn term (between September and December)**

- The annual review meeting will be held with yourself and the school SENCO (the local authority may attend if needed)
- The school sends the annual review report to the local authority within 2 weeks of the meeting
- The local authority (LA) will make a decision on the EHCP within 4 weeks of the meeting.

**By 31<sup>st</sup> March in Year 11**

- The local authority (LA) must name the post-16 provision your child will attend in Section I of the EHCP. This gives the new setting time to prepare and plan the right support.

### Prior to the Annual Review

Before the Annual Review takes place, it's a good idea to think about the post-16 provision that might meet your child's needs and interests as you will be asked to put forward your preferences within the Annual Review meeting. You can find a list of post-16 provisions on [Doncaster's Local Offer website](#).

### During the Annual Review Meeting

Just like at other Annual Review meetings, you will discuss your child's needs, the support that they require and update their EHCP. In addition to this, you will also need to talk about any transition support your child may need and put forward your preferences for your child's post-16 provision.

### After the Annual Review Meeting

The school will send the updated Annual Review documentation to the LA within 2 weeks of the meeting being held. The LA must then respond within 4 weeks from the date of the meeting to say whether they will:



**Email:** [SENDIAS@doncaster.gov.uk](mailto:SENDIAS@doncaster.gov.uk)

**Telephone:** 01302 736920

**Web:** [doncasterSENDIAS.co.uk](http://doncasterSENDIAS.co.uk)

**Facebook:** [Doncaster SENDIAS](https://www.facebook.com/DoncasterSENDIAS)

- Keep the EHCP the same
- Make changes to the EHCP
- Cease (end) the EHCP if it is no longer required

**If changes are made to the plan:**

- You'll receive a draft amended EHCP and have 15 calendar days to comment
- The LA must issue the final EHCP by 31 March which will name the post-16 provision your child will attend.

**Need More Support?**

If you would like further information on the EHCP process, please contact Doncaster [SENDIAS Service](#) by calling [01302 736920](tel:01302736920) or email: [sendias@doncaster.gov.uk](mailto:sendias@doncaster.gov.uk).



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