

# Education, Health and Care needs assessment: information for young people

Most young people with special educational needs or disabilities (SEND) will have their needs met by the resources available in mainstream settings.

If you need lots of extra support at school or college, you might need an Education, Health and Care needs assessment (EHCNA) to decide whether you need an Education, Health and Care Plan (EHC plan).

Before we decide if you need an EHC plan, an EHCNA must be completed. We'll ask education, health and social care professionals for advice and information about the support you need to meet your education, health and social care needs.

## How to request an Education, Health and Care needs assessment

To help us make our decision, we would expect your education setting to have put in place the help or support you need. We also want to see evidence that your education setting has monitored this help or support to see if it has helped you.

To request an EHCNA, we ask that the following documents are completed:

- [EHCNA request form](#)
- [family views form](#)
- [child or young person's views form 1](#) or [child or young person's views form 2](#) (the child or young person can choose which form they'd like to fill in)
- support plan, because this will support the application (see the support plan templates on [Guide to SEND support for education settings](#))

## What happens when we get the request for an EHC needs assessment

We'll email you to tell you that we've got your EHC needs assessment request and the 20 week statutory process begins.

In line with the SEND code of practice, we'll tell health social care services, your education setting and usually your family.

We have up to 6 weeks to write to you and tell you if we're going to do an EHC needs assessment.



## Education, Health and Care needs assessment request form guidance

### 1. About this request

This section tells you what documents to complete. It also has some information to help you fill out the request form.

### 2. Details of child or young person

Here is where you give your personal details like your full name, date of birth and address.

### 3. Details of Parents/Carers or person with Parental Responsibility

Here you give the details of your parents so that their views can be included as well, if appropriate.

### 4. Education setting details

Here is where you give your education setting information, such as the school or college name and the name of the SENDCo.

### 5. Reasons for request

When you give reasons for requesting an EHC needs assessment, include information about:

- your diagnosis, if you have one (for example, Autism Spectrum Condition)
- your special educational needs and disabilities (SEND) and how this affects your learning, your friendships and your independence at home and in your community
- the support you get in your education setting



### 6. Is anyone else working with the child or young person

Here you write the names of anyone who supports you now or has supported you within the last 12 months. If there are reports from these people, include these too.

### 7. Please highlight the documents you've included with the request

Here you tell us which documents you're including with the EHCNA request form. These will provide supporting information.

### 8. Parental and young person consent

You must give us your consent. This section explains that we have a safeguarding duty to share information gathered if there are concerns.

### 9. Consent declaration for parents, carers and young people

If you're 16 or older, this is where you sign and date the request form.

### 10. Where to send the completed form

This section tells you where to send the completed request form.

