**EDUCATION, HEALTH AND CARE PLAN**

The assessment and planning process should be completed in 20 weeks

1. Decision to assess
2. Assessment & evidence gathering
3. Draft plan

*1 = First 15 days: Parent or young person can:
- comment on the plan
- request a particular school or college to be named in the final plan

*2 = Second 15 days: Consultation with school or college to be named in the final plan

Child’s parents or young person must be involved

Latest that local authority can inform of decision

Latest local authority can issue a draft EHC plan

If the local authority is not going to issue an EHC plan, this is the latest point they can say

Right to appeal

Right to appeal

EHC plan must be finalised and sent

Right to appeal

15 calendar days

15 calendar days