

Education, Health and Care Plan Annual Review Record

This report will be provided with the Annual Review documentation and will be listed in section K.

Pupil Name		Date of Birth		Year Group	
School/Setting					
Date of review meeting		Date of last review			
If review meeting not held within timescale, please give brief explanation.					

Are there any changes to the child/young person's personal details? Where yes, please specify what they are:	
Are there any data sharing restrictions? If Yes, please provide details (as well as a copy of any court orders if applicable)	
LAC/CP/CiN? (where known)	
Overall, is the CYP making expected progress towards achieving their Educational Outcomes?	Meeting <input type="checkbox"/> Exceeding <input type="checkbox"/> Below <input type="checkbox"/>
Has there been an agreed healthcare plan completed and signed?	Yes <input type="checkbox"/> No <input type="checkbox"/> Date signed:
Have you sought any additional professional advice or input over the last year? For example – following a number of fixed term exclusions.	Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, attach the report

Attendees (add lines as required)

Name	Role	Invited	Attended Virtually (V) In person (IP)

Section 1 - EDUCATION

Attendance Details

Actual Attendance %

Is attendance full time? – if no, please summarise reason why not.

Note to School: Reviews must focus on the child or young person's progress towards achieving the outcomes specified in the EHC plan.

Please give details of current attainment and rate of progress compared to their starting points. **Remember** you must provide a comment in relation to the CYP's rate of progress (not just grades)

Early Years Settings: Please use Early Years Foundation Stage Profile measures.

Schools: Levels of Attainment & Progress: Please provide details and explanation of attainment measures, where you are using your own system.

Colleges: Levels of Attainment & Progress: Please provide details of course levels/programme or College's own attainment measures as appropriate. What has the YP completed so far in relation to their course/programme i.e. 1 of 1 year, 1 of 2/3 years, 2 of 2 years, 2 of 3 years etc. Please detail the length of the course being undertaken.

Educational details i.e. EYFS/National Curriculum – Key Stage/Course or programme being studied:

Comment on attainment & progress:

Note to School: Please consider the continuing appropriateness of the EHC plan in the light of the child or young person's progress during the previous year.

Are the Special Educational Needs detailed in Section B still described accurately.

Yes ☐ No ☐
If No, please detail why below

Note to School: The special educational provision made for the child or young person should be reviewed to ensure it is being effective in ensuring access to teaching and learning and good progress.

Summary of what is going well?

(Please refer to Education & Employment, Independent Living, Friends, Relationships & Community and Good Health)

<p align="center">Summary of what is not going so well? <i>(Please refer to Education & Employment, Independent Living, Friends, Relationships & Community and Good Health)</i></p>	
Does the special educational provision being made for the CYP's special educational needs remain effective in ensuring that they are making progress towards their outcomes?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If not, are there recommendations for significant changes in provision in section F	Yes <input type="checkbox"/> No <input type="checkbox"/> Where yes, please specify recommendations for amendments below and attach supporting evidence
Note to School: The review must also consider whether the outcomes and supporting targets remain appropriate.	
Is any significant change to any outcome(s) needed at this stage?	Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please indicate with outcome(s) below
Education and employment	
Independence	
Friends, relationships, and community involvement	
Health & well-being	
Note to School: Where this is Year 9 onwards, transition planning must be built in and should result in outcomes that are clearly linked to the achievement of the aspirations of the CYP (section A.) The outcomes being agreed should be ambitious and stretching and prepare young people for adulthood.	

Year 9 onwards

**FE College
6th Form**

What are the young person's aspirations for post 16 education onwards and are these reflected in Section A and the outcomes? (please tick all relevant)

Apprenticeship

Supported Internship

Traineeship

Other

*Where there is or will be a change of educational setting e.g. FE, please specify, if known, which college/6th form & programme:

College:

Programme of interest:

Has Independent Careers, Advice and Guidance been sought?

If no, confirm when this will be arranged

Yes ☐ No ☐

Request for EHC Plan to cease? (e.g. where the young person has met their educational outcomes, they have or are moving into employment or an adult pathway or the special education provision no longer needs to be made for them through an EHC plan)

Yes ☐ No ☐

Section 2 - HEALTH AND SOCIAL CARE

Have there been any changes to health needs/new diagnosis/es which relate to the child or young person's SEN?

Yes ☐ No ☐

If Yes, please provide details below

As a result of these changes, supported by evidence, please detail any new provision needed.

Have there been any changes to any social care needs which relate to the child or young person's SEN?

Yes ☐ No ☐

If Yes, please provide details below

As a result of these changes, supported by evidence, please detail any new provision needed.

RECOMMENDATIONS FROM THE ANNUAL REVIEW:

Maintain the EHC plan:	Y / N
Changes to the EHC Plan are needed which require a decision from the Local Authority (as detailed above in Section 1 and 2):	Y / N
Request for EHC Plan to cease as outcomes have been met, the special educational provision is no longer needed or because the young person is leaving education:	Y / N

Please record any additional comments – Where a parent or YP is considering a re-assessment or a change of placement, please record reasons below and provide evidence such as level of provision not being met or when last assessment took place.

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Name of person completing Annual Review Record:	
Role:	
Signature:	
Date:	

Please record agreement/disagreement below:

Agreement – Yes/No – where no, please provide details.

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Note to school - Essential information checklist	Please tick below
Have you collected parent/carer views and wishes (section A)?	
Have you collected child/young person's views and wishes (section A)?	

Have you commented on attainment and progress, incorporated it into the form and attached evidence?	
Have you attached all relevant reports?	
Other evidence – please list	

Please note: It is understood that the information in this form is correct and must be shared and agreed with the parent / carer(s) and child / young person.

A copy of this completed form and supporting documentation **must** be sent to Camden SEN and everyone invited to the meeting whether or not they attended.

The Annual Review meeting can make recommendations regarding the EHC Plan. Camden SEN will review and make the decision whether or not to make amendments or whether to maintain or cease the EHC plan based on the recommendations of the meeting and will confirm the decision to the parent/YP.

This completed form and any additional supporting reports should be sent by email to the Camden SEN Team at SEN.AnnualReviewReports@camden.gov.uk within two weeks of the Annual review meeting taking place.

Reports should be sent by encrypted email (i.e., via the Egress system) This does not apply to Camden maintained schools.

If unable to send the completed form electronically, please return this form and any accompanying documentation by First Class post to:

Camden Special Educational Needs Team
Camden Town Hall
Judd Street
London
WC1H 9JE

Contact details for any general enquiries: Tel: 0207 974 6500