

Admissions Information for Parents of Children with an EHCP

The admission of a child or young person with an EHC plan is agreed under procedures set out in the Children and Families Act 2014. Towards the end of the EHC needs assessment and plan development process, at the point where a draft EHC plan is sent to the parents of the child, or to the young person themselves, no educational placement is named in Section I of the plan. The parent, or the young person, may then ask for a particular institution to be named in the plan.

From this point onwards, the process varies according to the type of educational institution that is the preference of the parent of the child, or the young person him or herself. You must either apply online or request an application form to ensure that the Local Authority is aware of you school preference.

Requesting a particular school

The parent or the young person can request that any one of the following types of institution is named in an EHC plan:

- a maintained school
- a maintained nursery school
- an academy or free school
- a further education or sixth form college
- a non-maintained special school
- an independent special school or college approved under section 41 of the Children and Families Act 2014

If a parent or a young person makes a request for a particular school, nursery or college in any of these groups, the local authority must then consult the establishment and must name that school or college in the child or young person's EHC plan unless:

- the school or college is unsuitable to the child or young person's age, ability, aptitude or special educational needs; or
- the child or young person's attendance at that school, or other institution, would be:

incompatible with the efficient education of others; or

incompatible with the efficient use of resources.

If any of these conditions apply, the local authority is not required to name the requested school or other establishment in the EHC plan. If the school or college is named in the child or If a parent or a young person makes a request for a particular school, nursery or college young person's EHC plan, that school or college must then admit them.