

# The EHC Process

## Introduction to the EHC Process

An Education, Health and Care Plan (EHC Plan) is a legal document which identifies a child or young person's Special Educational Needs, Social care needs and Health needs. The EHC plan gives information on support needed and outcomes that the child or young person would like to achieve.

In order to get an EHC Plan the Local Authority (LA) must carry out an EHC needs assessment.

The process will take up to 20 weeks from when the LA receives the request for assessment.

Further information regarding the steps of this process can be found in this factsheet.

## Requesting an EHC needs assessment

A young person (aged 16-25), parent/carer, education setting or another professional can all request an EHC needs assessment for a child or young person.

The legal test that the LA must apply in considering this request is contained in section 36 (8) of the Children and Families Act 2014 and has two parts.

- Part one of the test is that the child or young person has or may have special educational needs.
- Part two of the test is that it may be necessary for special educational provision to be made for the child/young person through the issuing of an EHC plan.

In West Northants requests for an EHC needs assessment can be completed online using one of the LA's online forms.

The online forms and further information on requesting an assessment and the evidence needed for this can be found on the below web link:

[Assessing a child's special educational needs | West Northamptonshire Council \(westnorthants.gov.uk\)](https://www.westnorthants.gov.uk/assessing-a-childs-special-educational-needs)


For further information on the EHC needs assessment visit:


[Asking for an EHC needs assessment | \(IPSEA\) Independent Provider of Special Education Advice](https://www.ipsea.org.uk/asking-for-an-ehc-needs-assessment)


The below link also provides further information regarding the contents of an EHC plan

[EHC PLAN CHECKLIST \(ipsea.org.uk\)](https://www.ipsea.org.uk/ehc-plan-checklist)


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