

Draft EHCPs (Education Health Care Plan)

Information pack

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What is a draft EHCP?

A draft Education, Health and Care Plan (EHCP) is **a plan written by the local authority (LA)** after an assessment of your child's needs. It includes:

- Your child's special educational needs (SEN)
- Any health or care needs
- The support needed to help them
- Your child's goals and aspirations
- Their own views and feelings

This draft plan is your chance to check it and give feedback.

Important: No School Named Yet

The draft must not name a school, college, or other place yet. Why?

- First, the LA must decide what your child's needs are.
- Then, what support is needed.
- Only then can they pick a school that can provide that support.

What do I need to do?

When you get the draft plan, **you have 15 days to reply**. During this time:

- **read the draft carefully,**
- **check that everything is correct,**
- **ask for changes if needed,**
- **say which school you would like, and**
- **request a meeting with the LA if you want to talk about the plan.**

The LA must tell you about these rights. It's the law (Children and Families Act 2014, Section 38 and SEND Regulations 2014, Regulation 13).

What should I check?

The EHCP is divided into sections A–K. Look at these key parts:

- **Section B** – Does it clearly describe your child's learning or behaviour needs?
- **Section F** – Does it explain what support your child will get (like therapy, help in class)?
- **Section I** – You can suggest a school to be named (but this is blank in the draft)

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- **Section K** – Are all reports from the assessment included?

Be clear. Be specific.

The EHCP should be easy to understand and very clear. Vague words like “support as needed” or “regular help” are not good enough.

Good EHCPs say:

- What the support is
- How often it happens
- How long it lasts
- Where it takes place
- Who provides it (and their qualifications)

Note: Avoid vague wording. An example of good wording is:

“A trained speech therapist will give 45-minute sessions once a week for 12 weeks.”

If you're not happy with the draft

- **Ask the LA for a meeting** to go through the plan.
- Write down **any changes** you want in a clear list.
- Use your **right to request a school** in Section I.
- Remember: **This plan is about your child's needs**, not just what's available
- You can take someone with you for support
- Leave a copy with the LA to remind them of what was discussed

Timeline

There's no exact deadline to send the draft plan. But **the final EHC plan must be issued within 20 weeks** from the date of your request for an assessment. That means **the draft plan should come by week 14**.

Need help?

[Find your local IAS service](#)

[What to do when you receive your draft EHC plan | \(IPSEA\) Independent Provider of Special Education Advice](#)