

# **EHCPs and phase transfers**

**Presented by:**

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### **Legal duties:**

LAs have to name:

- Schools for pupils going into Reception and Year 7 in September by 15 February of that year in EHCPS;
- Colleges for pupils going into Year 12 and 15 in September by 31 March of that year in EHCPS.

# Timetable of Bury phase transfers

Action	School phase transfers	College phase transfers
EHC Team writes to parents for their preferences	September of pre-school/Year 6	December of Year 11/Year 14
Consultations are issued with amended draft EHCPs	November-January of pre-school/Year 6	January-March of Year 11/Year 14
Amended final EHCPs are issued naming setting for September to parents and setting	15 February of pre-school/Year 6	31 March of Year 11/Year 14

# **Implications for schools/colleges**

- Due to earlier notification of future placement, settings have longer to support pupils with EHCPs with their transition;
- Current setting can invite future setting to Annual Review in summer term before transition to share information and plan transition;
- Future setting can arrange transition visits, in liaison with current setting.
- Ideally, the future setting will have a pack to share with young people for them to consult over the summer holidays (timetable, photos of key staff/key areas).