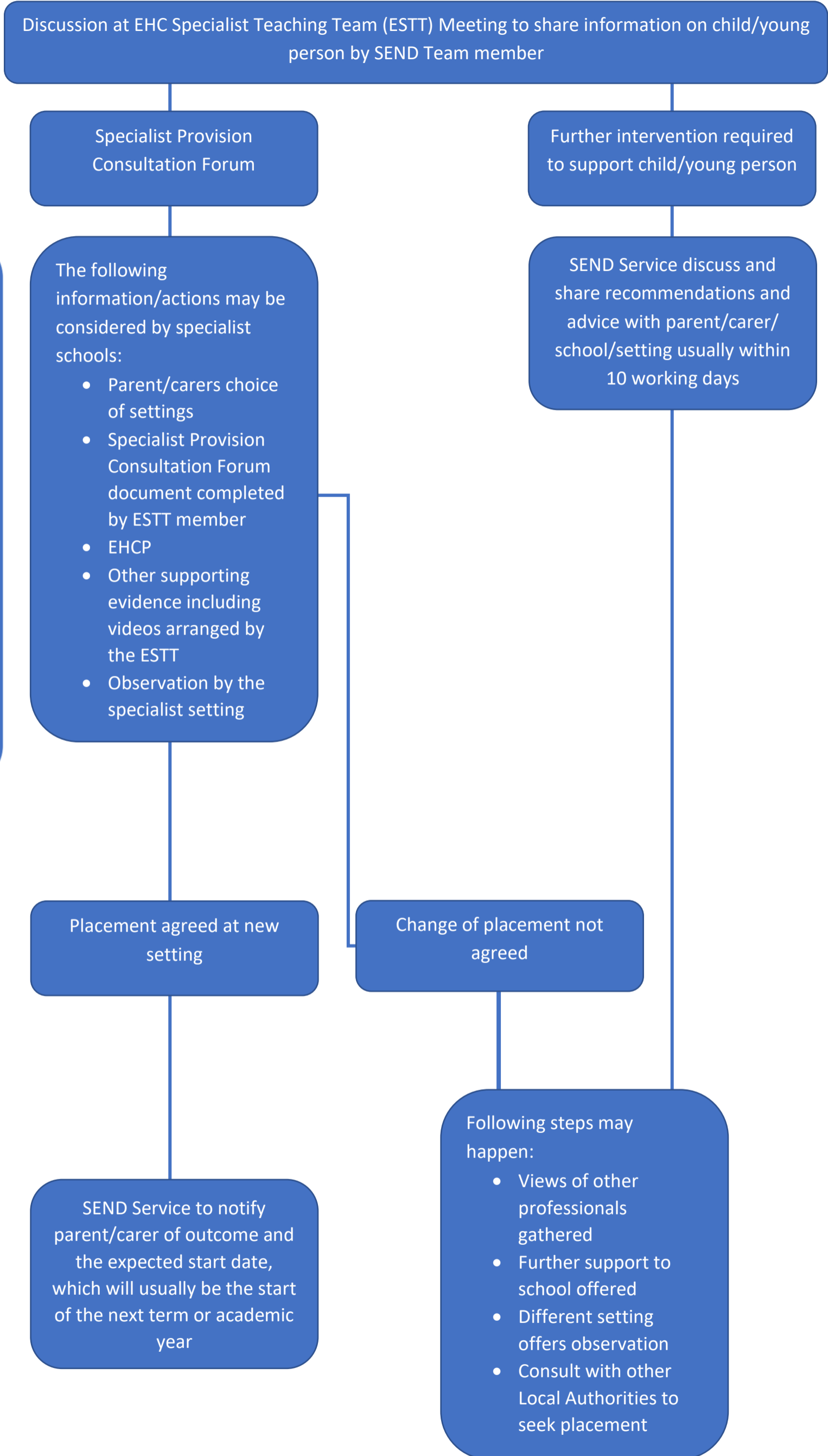


Change of Placement Request (by School/Setting, Parent/Carer, Professional)



Where a change of placement for a child/young person is being requested there must have been:

- Involvement from a member of the EHC Specialist Teaching Team
- Parents/ carers should have notified their contact from the team of their preferred setting.

Specialist Provision Consultation Forum

Further intervention required to support child/young person

The following information/actions may be considered by specialist schools:

- Parent/carers choice of settings
- Specialist Provision Consultation Forum document completed by ESTT member
- EHCP
- Other supporting evidence including videos arranged by the ESTT
- Observation by the specialist setting

SEND Service discuss and share recommendations and advice with parent/carers/school/setting usually within 10 working days

Placement agreed at new setting

Change of placement not agreed

SEND Service to notify parent/carers of outcome and the expected start date, which will usually be the start of the next term or academic year

Following steps may happen:

- Views of other professionals gathered
- Further support to school offered
- Different setting offers observation
- Consult with other Local Authorities to seek placement