**Statutory Education, Health and Care (EHC) Assessment Guidance**

**for Social Care/Early Help professionals for completing a Social Care**

**/Early Help Advice March 2017**

Introduction

This document provides Leicester City’s guidance to Social Care/Early Help professionals for completing Social Care/Early Help advice for a Statutory EHC Assessment under the Children’s and Families Act 2014.

The Special Educational Needs Code of Practice (2015) outlines the following principles for professionals in undertaking an EHC assessment:

* focus on the child or young person as an individual
* enable children and young people and their parents to express their views, wishes and feelings
* enable children and young people and their parents to be part of the decision making process
* be easy for children, young people and their parents or carers to understand, and use clear ordinary language and images rather than professional jargon
* highlight the child or young person’s strengths and capabilities
* enable the child or young person, and those that know them best to say what they have done, what they are interested in and what outcomes they are seeking in the future
* tailor support to the needs of the individual
* organise assessments to minimise demands on families
* bring together relevant professionals to discuss and agree together the overall approach, and
* deliver an outcomes-focused and co-ordinated plan for the child or young person and their parents

Completing the advice proforma

Please complete each section with the following information:

1. Details of current and/or recent previous involvement of Social Care/Early Help services.

This section should identify the nature of current and/or recent previous Social Care/Early Help involvement (i.e. Early Help Assessment, Single Assessment, Child in Need Plan, Child Protection Plan, Looked After Plan, etc).

2. The views, interests and aspirations of the child and their parents or young

person.

This section should contain information about what is important to the child or young person including their interests, achievements and strengths; their short term goals and longer term aspirations; as well as their views about things that are relevant to a consideration of their needs. This could include details about play, health, schooling, independence, friendships, further education and future plans including employment as well as the child or young person’s history as relevant to the case.

This information should make it clear whether the child is being quoted directly or whether their views are being represented by someone else.

Details of how to communicate with the child or young person and engage them in decision making should also be included.

This section should also contain information about what the parents/carers see as important for their child or young person as well as their views about the child’s needs and appropriate support/provision.

3. The child or young person’s Social Care/Early Help needs.

This section should contain a description of the child or young person’s social care needs which are the subject of a current plan (ie, Early Help Assessment, Single Assessment, Children in Need Plan, Child Protection Plan, Looked After Plan, Adult Social Care Plan for young people over 18, etc)

It should also should contain information about a child or young person’s social care needs which require provision under 18 under section 2 of the Chronically Sick and Disabled Persons Act 1970.

4. The outcomes sought for the child or young person.

This section should contain the outcomes that the plan is seeking to enable the child or young person to achieve as a result of the social care activity or intervention.

Outcomes should be personalised to the child or young person, ie, what they themselves want to be able to achieve. They should also be specific, measurable, achievable, realistic and time related.

5. Social Care provision required by the young person (under S2 of the Chronically Sick and Disabled Persons Act).

This section must specify all services assessed as being needed for a disabled child or young person under 18, under section 2 of the CSDPA. These services include:

* practical assistance in the home
* provision or assistance in obtaining recreational and educational facilities at home and outside the home
* assistance in traveling to facilities
* adaptations to the home
* facilitating the taking of holidays
* provision of meals at home or elsewhere
* provision or assistance in obtaining a telephone and any special equipment necessary

This may include services to be provided for parent carers of disabled children, including following an assessment of their needs under sections 17ZD - 17ZF of the Children Act 1989.

Social Care provision must be detailed and specific and should normally be quantified, for example, in terms of the type of support and who will provide it (including where this is to be secured through a social care direct payment). It must be clear how the provision will support the child or young person achieve the outcomes that have been identified for them

6. Any other Social Care/Early Help provision.

This section must specify any other Social Care provision reasonably required including provision identified through a current plan (ie, Early Help Assessment, Single Assessment, Children in Need Plan, Child Protection Plan, Looked After Plan, Adult Social Care Plan for young people over 18, etc)

Social Care provision must be detailed and specific and should normally be quantified, for example, in terms of the type of support and who will provide it (including where this is to be secured through a social care direct payment). It must be clear how the provision will support the child or young person achieve the outcomes that have been identified for them

**Request for Social Care/Early Help Advice for a Statutory Education, Health and Care Assessment under the Children and Families Act 2014**

Child/Young person name:

Date of birth:

Name of college/school/setting:

Name of Social Care/Early Help

professional completing this advice:

Post/Title:

Social Care/Early Help Team:

Date advice completed:

1. Details of current and/or previous involvement of Social Care/Early Help Services.

2. The views, interests and aspirations of the child and their parents or young person.

3. The child or young person’s Social Care/Early Help needs.

4. The outcomes sought for the child or young person.

5. Social Care provision required by the young person (under S2 of the Chronically Sick and disabled Persons Act) including any provision secured through a Personal Budget.

6. Any other Social Care/Early Help provision.

Signature…………………………………………………………………………….

Please return to: Duty & Advice Service, Leicester City Council, 91 Charles St, Leicester, LE1 1HL