



ASH LEA

*Working together to be
the best that we can be*

06/10/2020

Dear Parents/Carers

I am writing to tell you about the changes with our EHC plans and processes for the EHC reviews.

As I am sure you can understand we are currently not conducting meetings face to face at the moment and therefore going forward we will be using ZOOM for our meeting this school year. We have trialed a couple of video conferencing platforms and have decided that this is the best for our needs.

I will be sending out the invites in the usual way with the date of the meeting and request for attendees – with email addresses where possible. I will also be asking for you to complete the parent views proforma at this time and return this with your attendees request so that they can be complied with the reports.

The reports and review paperwork will be sent to all attendees 2 weeks before the meeting. Nottinghamshire County Council have made changes to the paperwork so this will look quite different to what you have been used to and they have given us strict guidelines to follow with regards to completing and returning paperwork.

To ensure that the meetings run as smoothly as possible all educational changes will be made to the EHC prior to the meeting and we ask that you review this and make any relevant changes from your perspective BEFORE the meeting. If significant changes are required you may want to discuss this with your child's teacher prior to the meeting.

Unfortunately we no longer have a designated transitions worker in school so we may need to do some follow up work on the year 9 EHC meetings.

All of the EHCs have been booked in for the year to accommodate the teachers timetables and with as little disruption as possible to the class and the children. If you do need your appointment changed please contact me as soon as possible after receiving your invitation.

I have also included a leaflet that has been produced regarding the EHC and the process.

If you have any questions or concerns please email me at rebecca.biddles@ashlea.notts.sch.uk

Many thanks

Rebecca Biddles



We're working
towards Artsmark
Awarded by Arts
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