FREEDOM OF INFORMATION REQUEST – 1044/18

29 August 2018

Dear Sir/Madam

Your request for information has now been considered and the information requested is provided below.

Request:

The Education Health and Care assessment process involves the local authority (SEN department) asking for and securing advice and information from agencies on the child or young person's needs and what provision may be required to meet those needs and outcomes. Paragraph 9.49 of the SEN Code of Practice explains what advice and information must be sought and who from. Agencies must respond within 6 weeks of the request.

1. Please provide a blank request form template or templates used for requesting advice and information from agencies as part of the EHC assessment process.

   Answer: Please see attached.

2. Please provide a copy of service agreements with agencies. If these cannot be disclosed in whole, I would like to see the information on any recommended phrasing for EHCP assessment reports where requested by the local authority: these may include assessments from educational psychology, social care, speech and language therapy, occupational therapy, physiotherapy, CAMHS etc. This is not an exhaustive list.

   Answer: Please see attached.

If you are dissatisfied with the handling of your request please contact the Data Protection Officer, Rutland County Council, Catmose, Oakham, Rutland LE15 6HP

You can also complain to the Information Commissioner at:

The Information Commissioner's Office
Wycliffe House, Water lane
Wilmslow, Cheshire
SK9 5AF
Tel: 01625 545700

Yours faithfully

FOI Administrator
Business Support Team
Rutland County Council