**How Education Health and Care Plans are used**

**‘My Outcomes for the coming year – Annual’**

When: On entry (following baseline assessment) & Pre-Annual Review

Who: Class Staff, Therapists, SENCO (& Residential)

**Outcome:** Proposed Outcomes are shared and agreed at Annual Review before being used to direct **half-termly planning & assessment** alongside on-going assessment for learning (for Teachers, Therapists & Residential Staff where appropriate)

**Daily Planning & Assessment**

When: Monday to Friday

Who: Class Staff and Therapists (Residential Staff where appropriate)

**Outcome:** Daily planning & assessment is informed by and reflects termly planning (and ‘My Outcomes for the coming year – Annual’ which have been derived from EHC Plan Section E outcomes) alongside on-going assessment for learning

**to inform planning and assessment for individual students**

**EHC Plan – Section E Outcomes Planning Meeting**

When: On entry (following baseline assessment) & Pre-Annual Review

Who: Class Staff, Therapists, SENCO (& Residential)

**Outcome:** **‘My Outcomes for the coming year – Annual’** information prepared for ‘new student’ meeting or annual review. To be agreed with Parents and Professionals at the ‘new student’ meeting if on entry or Annual Review meeting

**Half-Termly Planning & Assessment**

When: Spring, Summer and Autumn term

Who: Class Staff and Therapists (Residential Staff where appropriate)

**Outcome:** Half-termly planning & assessment is informed by and reflects ‘My Outcomes for the coming year – Annual’ (which have been derived from EHC Plan Section E outcomes). This in turn informs **short-term planning (daily learning plans)** alongside on-going assessment for learning (for Teachers, Therapists & Residential Staff where appropriate)