



28th September 2020

Dear Parent/Carer

Re: Application to Primary school 2021 for pupils with Education Health Care Plans (EHCPs)

Your child will be in reception year next school year, and will be moving on to primary school in **September 2021**.

If your child has had an EHCP for 6 months or more they should have had their Transitional Review, where the primary school placement options were discussed and any necessary amendments to the EHCP were made. If for some reason this process has not taken place, or you have not received a response following the review please contact the Special Educational Needs Services – contact details below:

Information is now available to assist you through this primary transfer process and can be accessed at www.lambeth.gov.uk/send-local-offer/education .

We are now seeking your views on the primary school you wish your child to attend next September. You can choose up to three primary schools for your preferred choices.

Applications need to be submitted by the **30th October 2020**.

If you would like further support with looking at primary school options you can contact the SEN service for further advice. See contact details below.

Applying online

The application form can be accessed at www.lambeth.gov.uk/send-local-offer/education
The closing date for applications is **30th October 2020**.

What happens when a school says they cannot meet my child's needs?

Where schools respond to say they cannot meet your child's needs and do not offer a placement the LA will consider this response in detail and decide whether or not to challenge the school. The LA has a duty to name that school in the EHCP so long as the following criteria apply (Code of Practice on the Identification and Assessment of Special Educational Needs, paragraph **9:79**):

- The placement is appropriate to the child's age, ability, aptitude and special educational needs of the child or young person, or
- The attendance of the child or young person there would be incompatible with the efficient education of others, or the efficient use of resources



As we have a duty to secure suitable maintained provision - be aware that in some circumstances we will also refer to schools other than the preferences you have given. However, we will always let you know when we do this and reasons for doing so.

When will we find out if a school has been named?

Once you have submitted your preferences Lambeth will consult with your preferred schools. Your child's EHCP will be sent to each school. They will have 15 days to let us know whether or not they can meet your child's needs.

We will aim to have consulted with your preferences by **15th November 2020**.

Schools will be named between December 2020 and January 2021.

Yours sincerely,

A handwritten signature in cursive script that reads "Antoinette Davis".

Antoinette Davis

EHCP Annual Review and Transitions Monitoring Officer
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