



31 August 2018

Dear Parent/Carer

**Re: Application to post-16 education provision for 2019 for pupils with Education Health Care Plans (EHCP)**

Information is now available to assist your child through the Post 16 transfer process and can be accessed at [www.lambeth.gov.uk/send-local-offer/young-adults-14-to-25](http://www.lambeth.gov.uk/send-local-offer/young-adults-14-to-25)

Lambeth are seeking your child's views now to try and ensure that they have every opportunity to receive one of their post 16 choices.

Your child must do one of the following until they are aged 18:

- stay in full-time education, for example at a college or sixth form
- start an apprenticeship, [www.gov.uk/apprenticeships-guide](http://www.gov.uk/apprenticeships-guide) or traineeship [www.gov.uk/find-traineeship](http://www.gov.uk/find-traineeship)
- spend 16 hours or more a week working or volunteering, while in part-time education or training

Your child should have had a year 10 transition review and discussed with their school what the placements options were and discussed any necessary adjustments made to their EHC Plan. If for some reason this did not take place or they wish to discuss their options for Year 12 please contact the Special Educational Needs Services on the number below.

Where the placements 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 their response. The LA has a duty to name that placement in the EHC Plan 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 young person's age, ability, aptitude and special educational needs of the child or young person, or
- The attendance of the 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, please be aware that in some circumstances we will also refer to placements other than the preferences you have given, including if you have not selected at least three placements. However, we will always let you know when we do this and reasons for doing so.

London Borough of Lambeth  
**Special Educational Needs & Disability (SEND) Service**  
Education, Learning and Skills  
PO Box 734  
Winchester  
SO23 5DG

## Applying online

The application form can be accessed at [www.lambeth.gov.uk/send-local-offer/education/choosing-and-applying-for-a-school-for-a-child-with-an-echp](http://www.lambeth.gov.uk/send-local-offer/education/choosing-and-applying-for-a-school-for-a-child-with-an-echp).

The closing date for applications is 30<sup>th</sup> November 2018.

There will be a very limited amount of paper applications available, however these are only for families who cannot access the internet. If you want a paper form posted to you, please contact the SEN Team on 020 7926 9460/7754.

Paper applications must be posted to the following address:

Lambeth Special Educational Needs Services, London Borough of Lambeth, PO Box 734, Winchester, S023 5DG.

If you do have any further questions please contact me, using the details below.

Yours sincerely,



Pp Karen Nugent  
SEN Operations Manager  
Special Educational Needs & Disability Service (SEND)  
London Borough of Lambeth  
phone: 020 7926 9460  
email: [sendsupport@lambeth.gov.uk](mailto:sendsupport@lambeth.gov.uk)  
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