



Suggested Agenda for an Annual Review of an EHCP

Please feel free to amend:

Welcome and introductions (by child or young person if attending)

- What we like and admire about.....
- Child or young person shares their one-page-profile
 - What young person thinks they are good at
 - Parents views – hopes and aspirations
 - What is important to the pupil now and in the future?
- What are the child or young person's strengths/ achievements? What is working well?
- What are the child or young person's worries and concerns? (CYP is offered the opportunity to leave the meeting after this point if appropriate)
- Evaluation of progress made against Education, Health and Care plan outcomes/statement objectives and appropriateness of provision including
 - review any data available from professionals – levels, standardised scores, attendance etc
 - How the provision is delivered and specificity / quantification
 - Recognition of strategies that are working
 - What are the worries and concerns of the meeting/ what's not working?
 - What should we do next? – suggested provisions
- Plan anticipated outcomes and priorities for the coming year
- Action planning – which are the priority concerns (in consensus with lead from family) and who will do what to address them?
- Consider and note any further amendments to the Education, Health and Care plan / statement
- Child or young person can be invited back at this point if they left the meeting to agree actions and their part in meeting them
- Thank attendees and close meeting