

Statutory Education, Health and Care Needs Assessment (EHCNA) Process

SENCO: Communicate with the Educational Psychologist (EP) allocated to your setting. Schools, this can be done during your termly EP planning meeting. For EY settings attain the name of their EP from Specialist Teacher (ST) or by contacting the SEN Team, Tel: 554320

The EP will then share their availability with you and a date can be set for a MSP meeting (this can be classed as an interim review).

Start gathering additional information that will support your RSA, such as:

- Clinic letters
- SALT Episode Care Plans

Complete the RSA form and ensure:

- EP signature
 - Parents signature (Privacy Notice)
- Send in RSA form, copy of most current MSP and supporting documentation to SENDept@york.gov.uk

Please note where possible Microsoft Word format is preferred.

Will the child/young person be expected at the CAM? It is important to make sure the CYP's voice is represented, this can be a written contribution, photos, PowerPoint or verbally (in interest of child – whatever is best for them)

