



HELP AND
INFORMATION
FOR FAMILIES
WITH SPECIAL
NEEDS AND
DISABILITIES
BRADFORD AND DISTRICT
LOCAL OFFER

LO

Annual Review Outcome



City of
BRADFORD
METROPOLITAN DISTRICT COUNCIL



Bradford District
and Craven
Clinical Commissioning Group

A One Minute Guide

Not happy with the outcome of the Annual Review?

If you disagree with the local authority's decision at the final step of the review, you have a right to go to mediation and/or appeal to the [First-Tier Tribunal](#). This may be the case if:

- The local authority proposes to cease the EHC plan and you want it to continue.
- The local authority is leaving the plan as it is and you want changes.
- The local authority has made changes that you disagree with.

Asking for changes outside the Annual Review

What can you do if you have concerns about your child's EHC plan but it's a while until the next annual review?

The first step is to check the plan. You may have a good plan but the school is not providing what is specified, alternatively the plan may be inadequate or the school no longer suitable.

Good, detailed plan but support not given

The first step would be to raise your concerns with the SENCo and give the school a chance to put things right. Be as specific as you can about what is not being provided, and put your concerns in writing. Ask to meet again in, say, another month.

If help is still not being provided, the next step is to go to the local authority, who have a legal duty to secure the special educational provision in the EHC plan. You can make a [formal complaint](#) if this isn't happening.

Inadequate plan or change of school needed (Two different options)

1. Early Annual Review

If you feel that things are not working for your child or that things have reached a crisis point and the educational placement is at risk of breaking down, you can ask the local authority to arrange an early annual review. This should always be considered where a child is at risk of [permanent exclusion](#).

Any such review is at the discretion of the local authority, and there is no legal duty on them to arrange it. It will help if you can get the school's backing, for example if it is no longer a suitable placement. If you are requesting an early review, ask the local authority to run it as an annual review with the same timescales. That will then trigger appeal rights if you are not happy with the outcome.

2. Reassessment

You can ask the local authority for a full reassessment. This takes the same form as and has similar timescales to the original EHC needs assessment. This won't be a quick fix but may be worthwhile if your child's needs or circumstances have changed substantially. If you put in a request for reassessment and are turned down, you have the right to mediation and/or appeal to the First-Tier Tribunal.

Where can I get further information, advice and support?

Bradford's SEN Team – 01274 435750 SEN@bradford.gov.uk
SEND Information Advice & Support Service ([SENDIAS](#)) – 01274 513300
Other organisations – [PFBA](#) - [AWARE](#)