

What is an Annual Review?



Children and Young People

<http://www.sendiassrutland.org.uk>



Annual Reviews

- An Education Health & Care Plan must be reviewed by the Local Authority every 12 months
- You can update any section in your plan if you wish



The Annual Review Meeting Must...

- Listen to your views, wishes and feelings
- Be all about you
- To see what support is right for you



How Can You Get Your Views Across?

There are many different ways you can give your views in the meeting like:

- Making a video
- Writing a letter
- Recorded message
- Draw pictures or diagrams of what helps or doesn't help you
- Annual Review Interactive sessions with SENDIASS



Make My Voice 'Heard'?

- You can ask the SENCO to help you before the meeting
- You can ask a parent or carer to give your views for you
- You can ask **SENDIASS Rutland** for support



Important Timelines

- If you are changing or transferring to another school like from Year 9 to Year 10, the Annual Review must be finished by **15th February**, before you move
- If you are post 16+, the Annual Review needs to be completed by **31st March**, before you move to further education
- Invitations to the Annual Review meeting must be given out **2 weeks before** the meeting, the Head teacher usually does this
- **Within 4 weeks** of the Annual Review meeting, the Local Authority must decide to either:
 1. **Maintain the Plan**- keep it the same
 2. **Amend the Plan**- change some things in it
 3. **Cease the Plan**- stop the plan (this will be discussed with you first)



Will Someone Help Me In An Annual Review Meeting?

- You can ask **SENDIASS Rutland** for support
- If you have any questions about your EHC plan. Ask one of our members of staff for support



www.sendiassrutland.org.uk



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SENDIASS Rutland



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How Can SENDIASS Help You?

- Make sure you can get your views across to the school or college
- Support you to ask for help at school or college
- Help you to understand paperwork
- Make sure you have 'your say'
- Sometimes support you in meetings with the school or college
- Support you to get an EHCP (Education Health & Care Plan)
- Help you to understand your own EHCP (Education Health & Care Plan) if you have one