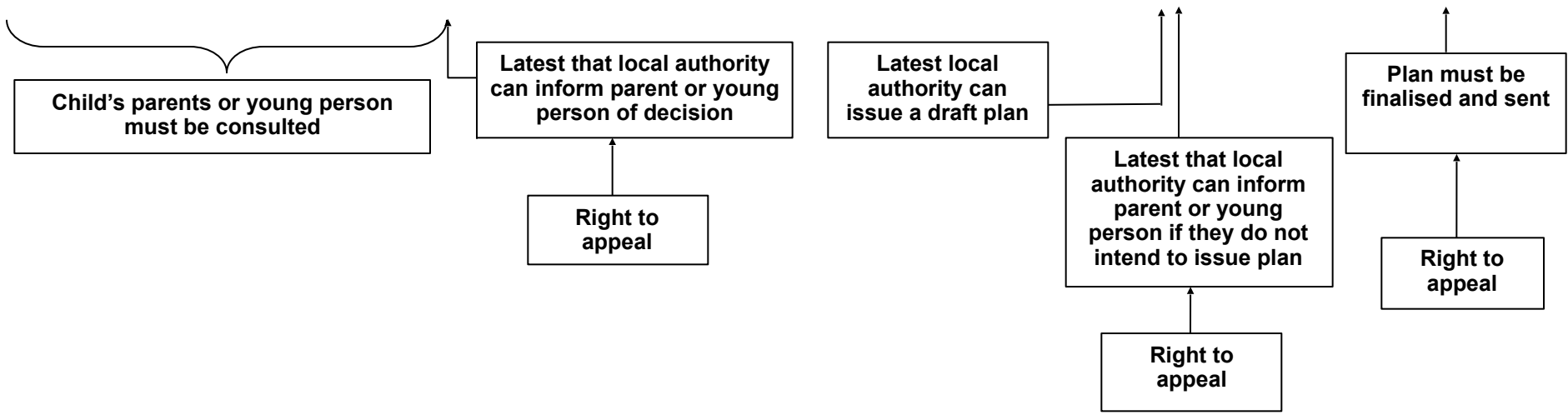


**EHC assessment and plan: timeline**  
 Whole process to be completed in 20 weeks

|                            |   |   |   |   |   |                                 |   |   |    |    |    |    |    |    |    |                             |    |                             |    |
|----------------------------|---|---|---|---|---|---------------------------------|---|---|----|----|----|----|----|----|----|-----------------------------|----|-----------------------------|----|
| Deciding whether to Assess |   |   |   |   |   | Assessment & Evidence Gathering |   |   |    |    |    |    |    |    |    | *<br>15<br>calendar<br>days |    | *<br>15<br>calendar<br>days |    |
| 1                          | 2 | 3 | 4 | 5 | 6 | 7                               | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17                          | 18 | 19                          | 20 |
|                            |   |   |   |   |   |                                 |   |   |    |    |    |    |    |    |    |                             |    |                             |    |



**EHC assessment and plan: how will you spend your time?**

As an IS you may have in the region of 8 hours to give a child and their parents, or a young person. Use the row of blue boxes to show how you might allocate 8 hours across the 20 weeks. Print out this screen and bring it to the face-to-face training, or make a note of your time allocation and bring the note with you.

- \*1: Parent or young person:
  - Can comment
  - Can request a particular school or college to be named in plan
- \*2: Consultation with school or college about being named in the plan