



16th November 2016

Dear Parents,

As part of your child's conversion from a statement to an Education, Health and Care Plan (EHCP) the Local Education Authority will send you a copy of your child's existing All about Me profile to update. In addition you will also receive the "Parental/Young Person's Additional Advice for an Education, Health and Care assessment" form. To support families in the completion of these important documents Banardos have been commissioned as independent support workers to act on behalf of our parents and young people. After contacting them you will be assigned an independent support worker to assist in the completion of the documentation and should you require it attend any meetings about the conversion.

Please find enclosed a copy of the Banardos leaflet and the contact details including their direct telephone number 01772 629470. Should you require any further information please ring me and I will be glad to help.

Kind Regards,

J. Wilson

Janice Wilson

Assistant Head/SENCO

