

# Transition to post-16 placement for young people with an education, health and care plan



## Information for young people

We know that when you move from school onto further education it can be an anxious time. This information sheet has been put together to help guide young people who have an Education, Health and Care Plan (EHCP) through the post-16 transition process.

It includes details on where to find the information about post-16 education providers in Solihull and about how to express a preference for the college or establishment that you wish to go to.

In your EHCP Annual Review will can discuss the right post 16 provision for you and this may be a local post-16 school or college where your needs can be met with additional support. You will still be able to access the post 16 pathway, even if you do not have an EHCP.

Sometimes a mainstream provision is not suitable, so there is also information about local specialist post-16 schools and colleges.

The Local Authority will decide what type of provision is required to meet your needs but will do this after considering your views and those involved in supporting you with your EHCP.

If you are seeking work (vocational) based training or an apprenticeship, information is available on the Local Offer website [www.solihull.gov.uk/children-and-family-support/localoffer](http://www.solihull.gov.uk/children-and-family-support/localoffer) giving details of relevant training providers. These routes provide good options for a number of young people who do not wish to stay in a more formal education environment.

You will have been given advice on the type of programme/course that is suitable for you through discussions with your current school at your transfer review meeting. If you are interested in a particular post-16 provider/college, you will need to contact them directly to arrange a visit. If you have an EHCP Co-ordinator, you, and your parents, can also talk to them about the different options available to you. Discussions about your Pathway to Adulthood will start at your Year 9 review and there will be opportunities for you to discuss this at subsequent Year 10 and Year 11 reviews, with professionals who know you and are involved with supporting you.

When you visit, be prepared to ask questions about the type of support you need. Take your EHCP with you and ask to meet with the Additional Needs Manager. The Local Offer website at; <https://www.solihull.gov.uk/children-and-family-support/localoffer/14-25>.

has a list of useful questions and things to look out for when visiting a college or training provider. The support you receive in settings for Post 16 learners could look quite different to your experience of school but this to reflect you becoming older and to help your independence.

Please be aware that this is a dual process, which means that as well as giving your post-16 preferences to the Local Authority, you must also apply directly to the post-16 setting.

We would advise that you seek support from your school SENCO (Special Education Needs Coordinator) and school careers adviser to help you make an informed decision about your future options and express suitable preferences.

You will also need to consider how you will get to and from the college/post-16 provider, as there is no free travel assistance. For more information on post 16 transport see the Solihull Post 16 Transport Policy Statement [Post-16 Transport Policy Statement](#)

If after reading this, you need further help or advice then you can contact the 0-25 SEND Team on 0121 704 6690.

## Timeline

When	What happens
Autumn term onwards	<p>You should attend open days at local colleges/post-16 providers and apply directly to them.</p> <p>Colleges and providers need to inform the 0-25 SEND team of all applications received from young people with SEN/EHCP.</p>
Between November and December	<p>School careers adviser arranges a full careers guidance interview and draws up a career plan.</p> <p>School/placement SENCO arrange the EHCP transfer review meeting (in order to complete the transition review form and to update the EHCP).</p> <p>You complete the post-16 preference form and send it to the 0-25 SEND team: <a href="mailto:edsen@solihull.gov.uk">edsen@solihull.gov.uk</a> (deadline the Monday before half term in December) and make direct applications to your preferred schools/colleges.</p> <p>Current school/provider sends the updated EHCP, career action plan, up-to-date school reports, transition review and your preference form to the 0-25 SEND team: <a href="mailto:edsen@solihull.gov.uk">edsen@solihull.gov.uk</a></p>

<p>Between December, February and March</p>	<p>The 0 - 25 SEND team will consult with post-16 college/provider about your preferences – to find out whether they can meet the needs in the EHCP.</p> <p>If necessary, the SEND team may also consult with other appropriate providers that are in your local community.</p> <p>Notice of Amendment and letter of intent will be sent to you, identifying any proposed amendments to the EHCP and the intended post-16 setting to be named in Section I of the EHCP. You will have 15 days to make written representations to the proposals. The 31 March is an important deadline if you have an EHCP and are due to transfer to the post 16/19 phase of your education. This is because we, the Local Authority have to legally issue an amended final plan by 31 March naming the placement or type of school you will be attending from the September.</p>
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## How the post-16 transfer process will work

As you have an EHCP and may move onto a post-16 course (e.g. college) in September, you will need to state your preference(s) using the Solihull preference form.

If your preferences are for a college in another local authority area you still need to complete the form and name the provider(s) and make direct applications to the schools/college.

We are required to ask (consult) the post-16 providers and the relevant local authority, if it is not a Solihull setting, before it can be named in your EHCP.

A post-16 place will be allocated to you in accordance with the SEN Code of Practice.

If you are not happy with the allocated place, you can appeal to the SEN Tribunal Service; the details will be included in the letter sent with your Final Amended EHC Plan.

Please note:

The Children and Family Act 2014 states that, when amending an EHC Plan, local authorities must make arrangements to enable you to say where you would prefer to study.

However, the number of places in all educational settings are limited, which means that it may not always be possible to allocate you a place at your preferred school or college. Places do get filled up so we recommend a minimum of 2 preferences are given on the preference form.

We must comply with your preference for a local college or local sixth form unless:

- the placement is unsuitable to your age, ability, aptitude or additional needs, or

- the placement would be incompatible with the efficient education of the other young people with whom you would be educated, or
- the placement would be incompatible with the efficient use of resources.

## Meeting your needs

We believe in the principle of students being educated or trained in their local community, as close to home as possible.

There are different types of mainstream post-16 provisions in Solihull including:

- Local general further education colleges (GFEs) which can offer all kinds of additional support.
- Mainstream sixth form colleges and school sixth forms.

## More specialist types of provision

In addition to mainstream providers, there are special school sixth forms at Hazel Oak, Forest Oak, Merstone and Reynolds Cross Schools. The Local Authority would need to agree that your needs require a specialist setting.

These specialist colleges are within 12 miles of Solihull town centre:

- Hereward College
- Queen Alexander College
- Argent College

Occasionally special school sixth forms and colleges may not be able to meet a young person's needs. There are a number of independent specialist providers meeting a variety of specialist needs. For more information visit <https://www.solihull.gov.uk/children-and-family-support/localoffer>

## Finding out about the options

All General Further Education Colleges, sixth forms and special post-16 colleges have their own prospectus that explains what subjects/courses they offer, the facilities they have and what they aim to provide for their students. Contact these providers directly to request a copy. However, many educational establishments will have a copy of the prospectus on their website for you to download. Further information can also be found at <https://www.solihull.gov.uk/children-and-family-support/localoffer>

## Open days

It's a good idea to go along to open days so you can talk to tutors and explore choices before making a decision. Check college websites and social media for dates of open days. During COVID this has been more difficult but schools and colleges have produced online resources and staff will be available to talk to you and your family.

## Who should fill in the preference form?

**All year 11 students** with EHC Plans who are resident in Solihull must complete a preference form; even if they wish to remain in their current provision.

We need this information so we can plan, consult with providers, ensure that they can meet the needs in the EHC Plan, and name the appropriate provision in the EHC Plan all in good time.

If you do not want to stay in education your EHC Plan will be ended but you should still complete the form to let us know.

**Send your form to us in the pre-paid envelope or hand it to your school SENCO by the December deadline.**

## Applying for a post-16 placement in another local authority area

If you live in Solihull and any of your preferences are in another area, you still need to state them on the form. We are required to consult with the college/provider and, if applicable, the other local authority regarding your request.

Remember, other local authorities may not be able to offer you a place because the placement is full for example, or they do not feel they could meet your needs. Therefore, it is also advisable to include a Solihull placement in the preferences.