

Dear Colleagues

Update regarding High Needs Funding Conversion plans

I am writing to thank you for your ongoing support in the arrangements to support the conversion of students receiving high needs funding to EHCP's. As you will be aware, we temporarily suspended the High Needs Conversion Transition Plan until January 2020 to focus staffing resources for those children and young people requiring new assessments. We would now like to review this and would like to share our planned approach to re-introducing high needs conversions from February half term.

There continues to be a need to balance new assessment requests and those in need of conversion. The Statutory SEND team will therefore ask schools to submit requests for conversions via the portal at particular times, as below:

Band	Time to submit request	Number of CYP to convert	Schedule of requests
Bands 4 & 5	24/02/2020 – 29/05/2020	30	Issued by 14 th February 2020
Band 3 – in a 2020/2021 transition year	01/09/2020 – 18/12/2020	35	1 st May 2020
Band 3 – not in a transition year	04/01/2021 – 28/05/2021	92	1 st September 2020

We appreciate that for some school this request may be difficult, where this is the case please contact me via GReeves@somerset.gov.uk or 01823 356184 for an initial discussion. Where you would like to comment on this planned approach more generally please contact Annette Perrington.

Remaining band 2 cases will be actioned from September 2021. Please note there is also a timed request for children in Reception.

The High Needs sub-group and other partnerships with school representatives, will continue to monitor the effectiveness of these arrangements.

Yours sincerely



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