

Further statutory assessment

A guide for parents and carers

What is a further statutory assessment?

This is a new assessment carried out for a child who already has a statement of special educational needs.

When can I ask for a further assessment?

You may ask the Local Authority to carry out a further assessment so long as no assessment has been carried out within the previous six months. We must agree with your request if we decide that a further assessment is necessary.

When is a further assessment necessary?

The annual review process enables you, the school and the Local Authority to monitor your child's progress, keep information up-to-date and amend the statement when your child's needs change. A further assessment is necessary only when your child's circumstances, or special educational needs change significantly. Under these circumstances, we would expect the need for a further assessment to be discussed at the annual review meeting and the relevant information to be passed to us. If we believe a further assessment is necessary, we will write to you suggesting this is the next step to take.

What should I do?

The most sensible course of action is to explain to the headteacher that you would like to discuss your wish for a further assessment in detail at the annual review meeting. This will mean that everyone involved can discuss your wishes in detail and express their views. This will be helpful to you and to us.

What happens if the Local Authority agrees to carry out a further assessment?

We will begin the statutory assessment procedures as we did for the first assessment. We will then write to everyone involved, including you, asking for detailed reports about your child. These reports should be gathered together within a six-week period. We will then consider all the reports and come to one of three possible decisions.

What happens next?

- We may decide that we need to amend the original statement. You will receive a proposed amended statement and copies of all the reports collected. You will have 15 days in which to comment. Within eight weeks we will send you a final amended statement having considered any comments you have made
- We may conclude that a statement is no longer necessary, in which case we will propose to cease to maintain the statement. The reasons will be explained to you and you will receive copies of all the reports collected
- We may decide that the existing statement remains appropriate and no changes are needed. If this is the case, you will be given copies of all the reports collected. We will explain the reasons for not changing the original statement.



What if I am unhappy with the Local Authority's decision?

You can appeal to the First-tier Tribunal (Special Educational Needs and Disability) if:

- the Local Authority decides that a further assessment is not necessary
- the Local Authority decides not to maintain the statement
- you are dissatisfied with the special educational needs or the special educational help described in Part 2, 3 or 4 of the final statement produced at the end of the further assessment.

We will try to resolve any issues you may have before the final statement is issued. If you disagree with the final statement you can ask to speak to the Principal Special Needs Officer for an explanation. Contacting the Parent Partnership Service might also be helpful and they will be able to advise you about arrangements for disagreement resolution. Involvement in ongoing discussions does not affect your rights of appeal.

If I have just moved to Hampshire will there be a further assessment?

Not necessarily. We will match the provision described in your child's statement to the best of our ability. We will ask the new school to organise an annual review meeting within six months. At this meeting we will assess, with you, how well your child has settled in. If there are concerns that your child's needs are not being met adequately, we may begin a further assessment.

For further information

Special Educational Needs (SEN) Service

Hampshire County Council, Children's Services Department
Elizabeth II Court East, The Castle, Winchester, SO23 8UG
Tel: 0845 603 5620

Email: childrens.services@hants.gov.uk

Website: www.hants.gov.uk/sen-home

Parent Partnership Service

Hampshire County Council, Children's Services Department
Elizabeth II Court East, The Castle, Winchester, SO23 8UG
Tel: 01962 845870

Email: enquiries.pps@hants.gov.uk

Website: www.hants.gov.uk/parentpartnership

This leaflet and other SEN leaflets for parents and carers are available to download at:
www.hants.gov.uk/sen-parentpublications.

For a copy of this publication in another language or format (e.g. large print or in an audio format) please contact: 0845 603 5620, childrens.services@hants.gov.uk or Minicom: 0845 603 5625