EHCP AND ASSESSMENTS | ENGLAND

EHCP Outcomes Writing Support Pack

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Parent-friendly prompts and side-by-side examples of vague versus more specific outcomes and provision wording, to help you prepare comments on a draft or contributions to a review.

This is educational material, not an official standard and not a substitute for advice. Local authorities and schools may use different formats. The examples are fictional.

Who this is for

Parents and carers in England who want help thinking about clearer outcomes (often Section E) and clearer provision (often Section F).

What is inside

- What a useful outcome often includes
- Worked examples of vague and clearer wording
- Space to redraft your own suggestions

Please read this first

This is a free starting-point resource from My SEND Friend. It is general information, not legal, medical or benefits advice, and it is not an official or government form. It does not guarantee an assessment, plan, adjustment, payment or any other outcome. Check current official guidance (for example GOV.UK) and get individual advice from SENDIASS, IPSEA or a suitably qualified adviser when you need it.

What this pack can and cannot do

A useful outcome is often one you could recognise in real life: it says what will be different for the child or young person, roughly by when, and how you would notice. Provision should make it possible to see who will do what, and with what frequency or nature of support, so that the outcome is realistic.

These examples are for learning only. They are not wording you must copy, and they are not legally approved phrases. Adapt everything to your child.

EHCP processes described here apply in England, under the Children and Families Act 2014, the Special Educational Needs and Disability Regulations 2014, and the SEND Code of Practice: 0 to 25 years (2015). Scotland, Wales and Northern Ireland have different systems. Always check the current official position and any deadline on letters you receive.

Examples (fictional)

Vague outcome: “To make good progress in communication.” Clearer direction: “By the next annual review, [Name] will use a simple now/next board and two request cards in class, with adult modelling, so that they can ask for a break or help in at least three daily routines, as recorded in a simple weekly tick sheet.”

Vague provision: “Access to speech and language therapy.” Questions worth asking: who delivers it, in what setting, how often, for how long, whether it includes a programme for staff, and how it will be reviewed.

Vague outcome: “To reach their potential in literacy.” Clearer direction might describe a specific skill, the support needed, and how progress would be seen — for example, reading a familiar set of instructions in a practical lesson with agreed support.

Vague provision: “TA support as required.” Questions: in which lessons or transitions, for what purpose, whether it is 1:1 or shared, and what happens when the member of staff is away.

My attempts at clearer wording

An outcome in the current plan (or a hope I have) that feels vague

A clearer way I would like it expressed, in my own words

A line of provision that feels vague

The detail I would like added: who, what, how often, how long, where

Questions I will ask if I am not sure how to word it

Useful next steps and sources

Use what helped in this pack and leave the rest. You can come back to it when you need to. Live tools on mysendfriend.co.uk remain free, including Help Me Now, the SEND Letter Builder, the Reasonable Adjustments Builder, the DLA and PIP Claim Planners, and the free resources hub. Saving work to My SEND Plan is optional.

Where to check official or independent information

Guidance and benefit rules can change. Check the current official position, and get individual advice when you need it.

- GOV.UK: Children with special educational needs and disabilities (SEND)
- GOV.UK: SEND Code of Practice: 0 to 25 years (2015)
- Children and Families Act 2014, and the SEND Regulations 2014
- Your local SENDIASS service (free and impartial)
- IPSEA, for legally based information about SEND law in England

A reminder about this free pack

This is a free starting-point resource from My SEND Friend. It is general information, not legal, medical or benefits advice, and it is not an official or government form. Using it does not start a statutory process or guarantee a particular outcome. Adapt every page to your situation.

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