EHCP AND ASSESSMENTS | ENGLAND

EOTAS Evidence Checklist

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Education otherwise than at school (EOTAS) is a specific arrangement in England, not a casual alternative to school. This checklist helps you organise relevant evidence and notice gaps before a discussion.

An EOTAS arrangement still needs an individual decision. This pack does not apply for EOTAS, and it does not give legal advice about when it may be appropriate.

Who this is for

Parents and carers in England who are preparing to discuss education otherwise than at school, or who have been asked for evidence about it.

What is inside

- A plain-English reminder of what EOTAS is and is not
- An evidence checklist
- Space to describe why you are considering it and what provision might be needed

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.

A careful starting point

In England, a local authority may arrange for special educational provision to be made otherwise than in a school or post-16 institution in particular circumstances set out in the Children and Families Act 2014. This is often called EOTAS. It is not the same as a parent choosing to home educate, and it is not an informal part-time timetable.

Get advice
EOTAS can be legally and practically complex. Speak to SENDIASS or IPSEA before you rely on any wording in this pack. Check current official guidance and your child's individual plan or draft.

Evidence and information I already have

- [ ] The current EHC plan or draft, including Sections B, E, F and I
- [ ] Reports describing why a school or setting placement has not worked, or is not suitable, if that is part of the picture
- [ ] Attendance, medical, or other evidence relevant to being in a setting
- [ ] A description of the child's needs in a non-school environment
- [ ] Any programme, tutors, or therapies already being used, with costs and hours if known
- [ ] The child's views, and the parent's views, in writing
- [ ] Advice I have already sought, and from whom

Gaps in the evidence, and how I might fill them

What I want to be able to explain

Why we are considering EOTAS, in factual terms

The provision we think would be needed, who might deliver it, and roughly how often

How the child's views have been, or will be, gathered

Questions I will take to an adviser or to the local authority

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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