EHCP AND ASSESSMENTS | ENGLAND

Section I Placement Questions Checklist

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Questions and a notes sheet to help you think about placement discussions, school or setting visits, and what you want to understand before any decision about Section I of an EHC plan.

It does not recommend a particular school or setting, and it does not decide what a local authority must name in the plan. Placement can be a significant legal issue — get advice if you are unsure.

Who this is for

Parents, carers and young people in England who are thinking about placement, visiting settings, or preparing comments on Section I.

What is inside

- Questions to ask on a visit or in a meeting
- A sheet for comparing more than one setting
- Space to record what matters most to your child

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.

Using these questions carefully

Section I of an EHC plan in England names the school or other institution, or the type of setting. The law on naming a placement, and on parental preference, is specific. This checklist is only to help you gather information. It is not advice about which placement to seek.

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.

Get advice if you need it
If you and the local authority may not agree about placement, contact SENDIASS or IPSEA early. Deadlines can be short once a final plan is issued.

What matters for this child

The child's needs and provision that any placement must be able to deliver, in our own words

What the child or young person says they want from a setting

Travel, length of day, and practical family points we must not forget

Visit or meeting notes — setting 1

Name of setting

Date of visit or meeting

Who we met

How would this setting meet the provision in Section F, as we understand it?

Class or group size, staffing, and what happens when staff are away

Sensory environment, unstructured times, and how distress is supported

Questions that were not fully answered

Our overall impressions, including any concerns

Visit or meeting notes — setting 2

Name of setting

Date of visit or meeting

Who we met

How would this setting meet the provision in Section F, as we understand it?

Class or group size, staffing, and what happens when staff are away

Sensory environment, unstructured times, and how distress is supported

Questions that were not fully answered

Our overall impressions, including any concerns

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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