

## EHCP Professional Phase Transfer Process

**For all children and young people who are pre-school age or are in Years 2 and 6: the Local Authority have a statutory duty to name placements in an appropriate setting.**

**We follow this process asking all parents/carers to give us their preferred choices of settings they wish us to consult with.**

**For all requests we endeavour to secure placement in one of the preferred choices and where this is not possible there will be communication with all involved during the process.**

