

Dear Parent,

My name is John Cadman and I am completing my doctorate in Educational, Child and Adolescent Psychology at the Institute of Education, UCL.

I am completing my doctoral thesis exploring the experiences of both professionals and parents when a child's Education, Health and Care (EHC) plan is ceased before the age of 25. The purpose of the research is to try and understand how decisions are made to cease an EHC plan, including: who was involved in the process; what were the factors and/or barriers that impacted the process; and what are the perceptions of those who were involved.

I am to gather the views of parents through a short online questionnaire (approx. 10-15 minutes). I hope you will be interested in helping with this important project and giving your voice to current research. Only my research supervisors and I will have access to the data files, all of which will be anonymised.

If you would like to support the research:

- Please complete the following questionnaire:
https://uclioe.eu.qualtrics.com/jfe/form/SV_6VeDZmzYmpZV4Db
- Please forward this information about the project to other parents in your area who have been involved when a child's EHC plan was ceased
- Please forward information about this project to your SENCOs in your area to complete the questionnaire.

Both professionals and parents can access the questionnaire through the above link, *This link also contains a detailed information sheet and consent form.*

If you have any questions, please do not hesitate to contact me.

Yours faithfully,

John Cadman

j.cadman@ucl.ac.uk



Why are we doing this research?

Since the implementation of Education, Health and Care plans, there has been a wealth of research into various parts of its lifecycle. However, there is surprisingly little research about the end (or ceasing) of these plans. For the purposes of this research, a ceased EHC plan is when a decision is made to bring the EHC plan to an end before the age of 25. The Education Committee (2019) highlighted the growing number of parents dissatisfied with legislation surrounding EHC plans. No research to date has explored the cessation of EHC plans.

The aims of this research are:

1. To explore how decisions are made by Local Authorities to cease EHC plans before the age of 25, including the experiences of those involved in the process and identify factors and/or barriers that impact these decisions.
2. To understand how children and young people are involved in the decisions around their EHC plans: how were these decisions discussed with the CYP; what were the CYP's opinion or voice in the decision and how were their views gathered; how was it decided that they no longer needed the additional support.
3. To understand the impact of the EHC plan during and since ceasing and its role in the independence of the CYP.
4. To identify factors that can support and promote successful transitions from EHC plans and use findings to help inform policy, practice, support and provision.

Why am I being invited to take part?

You have been asked to participate because you are either:

- a parent who has experienced the ceasing of a child or young person's EHC plan; or
- a professional who was involved in the process (i.e. SENCO or SEN/EHC Officer)

We are inviting parents and professionals to provide a first-hand account about how they experienced the process of ceasing a CYP's EHC plan, and the impact on the child or young person.

What will happen if I choose to take part?

Both parents and professionals will be asked to complete an **online survey (approx. 10 minutes)** about your experiences during the process of ceasing an EHC plan.

Following the survey, parents and professionals can choose to provide contact information with the possibility of taking part in a **telephone interview** (approx. 30 minutes) at a convenient date and time. The interview hopes to gather further information about the experiences, but you will have complete control over what information you choose to share and can omit any questions you do not wish to answer.

Both parents and professionals have the right to withdraw from the project at any time and all unprocessed data will be destroyed.

Do I have to take part?

Your contribution will be invaluable to the process and families in the future. It is important to understand your experiences and what we can learn from that. We hope that you would like to contribute to this study, but the decision is yours. If you choose to take part, you can still withdraw from the project at any time and any unprocessed data will be destroyed. You do not have to give a reason for your decision.

What happens to the results of the study?

If you would like to receive a summary of the findings from the report, please leave your email address at the end of the questionnaire. Please note, your email address will not be linked to your questionnaire and responses will stay confidential and anonymous.

What if I have any questions or concerns?

If you have any additional queries or concerns, please contact me directly in the first instance. If you are unhappy with the response, please contact either of my research supervisors:

- John Cadman (Researcher) UCL Institute of Education: j.cadman@ucl.ac.uk
- Dr Jo Van Herwegen (Research Supervisor) UCL Institute of Education: j.vanherwegen@ucl.ac.uk
- Dr. Jeremy Monsen (Research Supervisor) UCL Institute of Education: j.monsen@ucl.ac.uk

Data Protection Privacy Notice

The data controller for this project will be University College London (UCL). The UCL Data Protection Office provides oversight of UCL activities involving the processing of personal data and can be contacted at data-protection@ucl.ac.uk. UCL's Data Protection Officer can also be contacted at data-protection@ucl.ac.uk.

This 'local' privacy notice sets out the information that applies to this particular study. Further information on how UCL uses participant information can be found in our 'general' privacy notice:

For participants in research studies, click [here](#)

The information that is required to be provided to participants under data protection legislation (GDPR and DPA 2018) is provided across both the 'local' and 'general' privacy notices.

The lawful basis that will be used to process your personal data are: 'Public task' for personal data and 'Research purposes' for special category data.

Your personal data will be processed so long as it is required for the research project. We will endeavour to minimise the processing of personal data wherever possible. If you are concerned about how your personal data is being processed, or if you would like to contact us about your rights, please contact UCL in the first instance at data-protection@ucl.ac.uk.