

20 March 2020

Dear parent/carer,

We know that many of you will be understandably worried about the current situation relating to Coronavirus (COVID-19) and how this might affect your child's needs. We are writing to let you know what we will be doing to support you and your child during these difficult times.

### **If you have just started, and/or are in the process of, getting an Education Health and Care Needs Assessment (EHCNA)**

We are continuing to do everything we can to make sure the EHCNA process is completed before the 20 weeks statutory deadline.

Unfortunately, some of the professionals who are involved in the process may be affected by coronavirus. Because of this, we can't quickly get the assessments and information and advice we need about your child for the process to continue.

This means that some cases will probably take longer than the 20 weeks. While we will try to avoid this, your EHCP Coordinator will let you know if there are any delays.

### **If your child has an existing Education Health and Care Plan (EHCP)**

We are working hard to make sure children and young people still get the provision and support they need. Below are some of the possible ways we would like to do this.

- If schools/colleges are open and your child is attending, we will work with you and the school/college to deliver support (e.g. therapies) in the school/college
- If your child can't be in school/college, we may be able to provide you with materials and resources that you can use at home
- We are also changing the way we work so that we can communicate with you and your child in the best ways possible (e.g. online, virtual, direct phone calls)



If you would like to know more about any of the above, or have other suggestions on how we can support you and your child from a distance, please contact the Cognus team on 020 8323 0450.

### **If you have travel assistance (SEN Transport)**

We will continue as much as possible to make sure your child has the transport to go to school/college.

However, coronavirus will affect many schools/colleges, as well as some of the drivers, so we need to ask you to be patient with us during this time. We are working closely with schools/colleges and the transport provider to make sure there is as little disruption as possible, but we will keep you informed if there are any issues.

Do make sure that you let your child's school/college know if your child is not attending so that our transport records are up-to-date.

### **Lastly...**

Please do follow the current Government advice – if you or your child has a new cough or fever, please isolate at home to avoid spreading the virus. The latest NHS advice is at [www.nhs.uk/coronavirus](http://www.nhs.uk/coronavirus).

While we aim to do our very best to keep our services going, the health and safety of children and young people and our team members are our priority. This means that there will be changes – and in some cases disruptions – to the way we normally do things.

If you would like to speak to someone about any of the above, or if your child's circumstances are changing and you would like to tell us, please contact your EHCP Coordinator or therapist who will be happy to help.

The Sutton Parent Carer Forum and the Sutton Information, Advice and Support Service (SIASS) are also available if you need support or advice – please see their details below.

### **Sutton Parent Carer Forum:**

Tel: 07557 760328, Email: [suttonparentsforum@outlook.com](mailto:suttonparentsforum@outlook.com)

### **SIASS**

Tel: 020 8323 0462, Email: [SIASS@cognus.org.uk](mailto:SIASS@cognus.org.uk)

Kind regards,

From all at Cognus

