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**Hull City Psychological Service**

Transforming lives with Psychology

*“Making positive change possible”*

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| --- | --- |
|  | Email: city.psychologicalservice@hullcc.gov.uk  |
|  |
| Date:  |
|  |
|   |

Dear

**RE: Requesting EP involvement in Annual Reviews**

Hull City Psychological Service operates a Needs Led model and our key role is to support the Local Authority in meeting its’ statutory duties with regards to children and young people with special educational needs and disabilities. This includes involvement in the annual review of an Educational, Health & Care Plan where deemed necessary and appropriate. In order to assist the service in this responsibility, I am asking all schools to use the attached checklist to help them prioritise which children and young people, educational psychologists need to be involved with prior to the AR meeting. You may wish to fill in the checklist and send it securely via EDT to my admin team or else you may prefer to discuss it with your Link EP either at a Psychological Consultation Meeting (PCM) or via the telephone. Please note that this still remains a Local Authority decision at all times but EPs will always be happy to consult with you about casework.

Name: Lisa Stanley

Designation: Principal Educational Psychologist