

# Annual Review Process



The Bridge London  
The Bridge School

Pride  
Passion  
Partnership  
Professionalism  
Positivity

All children attending The Bridge will have an Education, Health and Care Plan that will be reviewed annually. The purpose of the review is: to integrate a variety of perspectives on a child's progress, to ensure that they are achieving the desired outcomes and, if necessary, to amend the statement or EHCP, to reflect newly identified needs and provision and to set new targets for the next year in collaboration with parents.

Each academic year there is an annual review held for each pupil. At Primary in year 2 and 5 along with the annual review there will also be an EHCP update. This is set out by Islington Local Authority as part of an EHCP update along with a change in Key Stage.

**Autumn Term:**

November to December - Reception and Year 1

**Spring Term:**

January to February - Year 2 and 3

March to April - Year 4 and 5

**Summer Term:**

April to May - Year 6

The annual review date will be arranged by the school admin team. The date and time will be arranged over the phone and then confirmation will be sent by letter. A parent feedback form will be shared with parents at the start of the term. The paperwork for the annual review will then be shared with parents 2 weeks before the annual review.

We are also asked to provide the views of the child. The latter is not always easy to obtain from children at The Bridge. We elicit these where possible from the children and if not present an advocate's view. The annual review meeting will be held at school. The school will invite parents/carers, the child's teacher and other professionals involved with the child. The school will send a report to the Local Authority recommending any changes that the people at the meeting felt should be made to the EHCP.

Completed annual review paperwork will then be shared via email with you and the local authority.

All paperwork will be shared via email. It is essential that the school has your updated email address.

