



MY MEETING ADVOCATE

At 16, the law shifts the power to you. You have the **right to be heard** and not fobbed off with vague promises or confusing SEN jargon.

STEP 1: PREPARING YOU

- ☐ Eat well, wear what makes you comfortable, and create a playlist to remain calm.
- ☐ Write down your questions and specific goals for next year.

STEP 2: PREPARING THE DOCS

- ☐ Look at **Section F** of your EHCP, it should be specific regarding help for you as to 'Who, What and When'
- ☐ Have your **SEN Rights Card in you pocket**.

STEP 3: DURING THE MEETING

- ☐ Introduce yourself "My name is..." and share your questions and specific goals for the next year.
- ☐ Bring support (friend, family, or professional advocate such as SENDIASS).
- ☐ Ask for a break if you feel overwhelmed or the SEN speak becomes too much.

Power Phrase: "I need a 10-minute break to process what is being said, so please pause the meeting".

- ☐ Assert your authority – at 16, your views lead the plan.

STEP 4: AFTER THE MEETING

- ☐ Check the minutes to make sure your views are written down clearly as your views.
- ☐ Check that nothing is missing, and prepare to appeal if necessary.

WHAT TO PACK IN YOUR BAG

- ☐ SEN Rights Card, EHCP copy, other documents, your goals list, notebook/pen, water, sensory tools and chocolate.

RIGHTS SUMMARY

- Local Authorities must listen to you.
- You are entitled to a transition plan.
- Have access to free, confidential and impartial advice.
- You are allowed to request an EHCP assessment.

Right to appeal against a Local Authority that says 'no'.

- Preparing for Adulthood (PfA) must start by Year 9.
- Your EHCP can remain in place until you are 25 (if you remain in education or training)

A place to scribble: