

**Special Education 0-25 Team**  
Room L102, County Hall  
Topsham Road  
Exeter  
EX2 4QD

Tel: 01392 383000

Email: [specialeducation0-25-mailbox@devon.gov.uk](mailto:specialeducation0-25-mailbox@devon.gov.uk)

Fax: 01392 383972

My ref: Y9TR.  
10 July 2015

Dear parents

**Transfer Review process for Year 9 students in 2014/15 academic year**

As you are aware, from 1 September 2014 the Department for Education (DfE) began the process of implementing major reforms to the SEN system. This was the beginning of a gradual transition to full implementation of the new system.

Devon County Council proposed to transfer the year 9 students, despite this not being a requirement of the DfE, and accordingly wrote to parents and schools in September 2014.

The Local Authority has had to, following DfE guidance, prioritise year 11 transfers this year and will unfortunately not be able to process the year 9 transfers within the planned timeline. We apologise for this and accept that this is disappointing for all those young people in year 9 for whom schools have undertaken the completion of the transfer review paperwork. However we are keen to make sure that we don't hinder the quality of the process by rushing through a procedural exercise at this stage. All these young people will now have a Transfer Review completed when they are in year 11.

We intend to use the information collected through the transfer process and use it when the current year 9 pupils are in year 11 (September 2016). If, when they are in year 11 they need updated information because their needs have changed then we can update the transfer review information at that point to complete their transfer to the new system.

Existing statements will be maintained until a Final Education, Health and Care Plan is issued, or it is agreed to cease as a result of the review process. The legislation underpinning the statements of SEN remains in force until the point of transfer. The funding and support outlined in the statement will continue, unless a change is required because of the needs of your son or daughter.

The school has been informed of this decision by the Local Authority. Please direct any queries you may have about the provision in school direct to the school in the first instance, they will then contact the Local Authority if required.

We apologise for any confusion this has caused over the past year. We are aware that a lot of hard work has gone into the transfer review meetings and we can assure you that none of this information will be wasted.

Yours sincerely,  
SEN 0-25 Team, Devon County Council

Textphone 0845 155 1020  
[www.devon.gov.uk](http://www.devon.gov.uk)