

Information for Parents 2

Asking your Education & Library Board (E.L.B) for a re-assessment of your child's special educational needs.

When should I ask?

- If you believe that your child's needs have changed since the last Statement was issued, or
- If you believe that a different kind of help or provision is needed, or that more help is needed, or
- If you believe that your child should attend a different kind of school

Should I speak to the school and ELB first?

Yes. Speak to your child's class teacher and the School Principal about your concerns. When you write to the ELB to request a reassessment, explain why you think the current statement is not good enough and/or how the child's needs have changed.

What if the school offers to write on my behalf?

The Principal is able to write and ask for a reassessment, but if you do it yourself you can be sure that the request has definitely been made and you will know exactly when the request was made. However, if the Principal is willing, you could ask him/her to write a letter which supports your parental request for a re-assessment.

Who should I write to?

Write to the Education Officer (Special Education) at your Education and Library Board Headquarters. **Keep a copy of the letter** and make a **note of when it was sent.**

When will I hear back?

Within six weeks.

If you require further advice or information contact
SENAC on (028) 9079 5779 (Advice-Line)

Please refer to the Code of Practice on the Identification and Assessment of Special Educational Needs and the Supplement to the Code of Practice issued by the Dept. of Education for all principles, practices and procedures relating to this information provided.

Support Sheet 2 Asking for a re-assessment.