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**Educational Psychology Service**

**Factsheet Number 40 August 2025**

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Disclaimer: This is a guide and should not be treated as legal advice. Although SENDIASS Manchester makes all reasonable efforts to ensure that the information contained in this factsheet is accurate and up to date at the time of publication, we cannot accept responsibility for outcomes suffered because of reliance placed upon it.

The hyperlinks in this factsheet are correct as of August 2025.

**What does the Educational Psychology Service do?**

Education Psychologists (EP’s) have a statutory role to provide advice and information to local authorities (LAs) for children and young people with special educational needs and/or disability (SEND), and who are undergoing a statutory needs assessment (Reg 6 (1) (d) SEND Regulations 2014).

Their advice must be clear, accessible and specific (see paragraph 9.51 of the [SEN and Disability Code of Practice](https://www.gov.uk/government/publications/send-code-of-practice-0-to-25)). It should address the child or young person’s needs, the special educational provision required to meet those needs, and the outcomes which this provision will aim to achieve. A report by an educational psychologist (EP) is often the cornerstone for an Education Health and Care Plan (EHCP). Their primary task is to help clarify and define the needs of the child/young person.

LAs are not permitted to have policies preventing professionals from giving evidence on the provision required.

Whilst there is no statutory guidance on how their evidence should be presented, an EP as a matter of good practice should be aware of the 4 key components of an EHCP. Any assessment and report should identify key strengths, consider the views of the child or young person, identify SEND needs, recommend the necessary provision to meet those needs and set out learning outcomes expected because of the provision being put in place.

Any provision should be set out, in specified and quantified terms that can be easily incorporated into any Plan in terms accessible to all (as per the SEND Code of Practice).

An EP must act within their knowledge, skills and experience when providing psychological advice or information. An EP should not provide advice on specific needs requiring the input of healthcare professionals such as speech & language, occupational and physiotherapists. Equipment needs can also be addressed. Crucially, the EP can address the type of placement.

**Recommendations made by educational psychologists.**

Recommendations should be directed to overcoming the barriers to learning, and not swayed by financial constraints of those instructing, be it the LA or parent. The approach should be holistic, and child centred, and professional views should be delivered in the best interest of the child or young person.

Within the context of a SEND appeal, the overriding duty of any reporting EP as an expert will be to the Tribunal assisting on matters within their expertise. Opinion must be truthful, impartial, and independent.

One Education Educational Psychology Support provides the educational psychology input for Manchester City Council, and the [Education, Health and Care Plan](https://hsm.manchester.gov.uk/kb5/manchester/directory/service.page?id=aT4_AvRYWo8) ([EHCP](https://hsm.manchester.gov.uk/kb5/manchester/directory/service.page?id=aT4_AvRYWo8)) process, but schools also use independent Educational Psychologists.

Requests for Educational Psychology assessments are initially made through schools. Speak to your school SENDCO to discuss a request for an assessment and there is often a waiting list to access this. Requests for assessment of early year’s children should be directed through your child’s nursery or early years setting.

**One Education Educational Psychology Service can be contacted on 0161 276 0160 and information can also be found on Manchester’s Local Offer**

[What is the role of an EP? | One Education](https://www.oneeducation.co.uk/send/what-is-the-role-of-an-ep/)

**Ceasing an Education Health and Care Plan**

If consideration is being given to cease a plan, it is worth checking that there is enough up to date information to make this decision, including a recent contribution from an Educational Psychologist.

**Independent educational psychologists**

Some parents choose to fund their own assessment through an independent Educational Psychologist. Costs are more than £500 and vary depending on the assessment and report required. Manchester Statutory Assessment Team report that independent and council acquired reports carry the same weight.

**Questions parents have asked about the Educational Psychologist and their assessments.**

**1.Will a private EP report bear much weight at a content and placement tribunal?**

The Manchester Education, Health and Care Plan team report that independently acquired Educational Psychology Reports and Local Authority acquired reports carry the same weight.

**2. How can I get a LA educational psychologist to assess my son within the next few weeks? Our school EP is not currently working.**

Local Authority Educational Psychology assessments are usually arranged through school. The best person to talk to is the school Special Educational Needs Coordinator (SENDCO) who can arrange this. Schools often have a waiting list for assessments, so it may be difficult to get one quickly as schools will prioritise in terms of need.

**3.Who is responsible for quantifying and qualifying the content of an EHCP? The Educational Psychologist did not include timings, 1-1 support etc. in the report as school had provided timings etc already for his full week via a provision map. The caseworker told me that it cannot be included in the plan as it was down to the Educational Psychologist to specify this in their report. Is this correct?**

This should be something negotiated at the SEN panel as the Educational Psychology report is just one part of the evidence, which feeds into section F of the final plan. When the draft or amended plan is issued or at an annual review you can discuss the content and make requests for changes.

**4. How much does an EP assessment cost?**

This varies depending on the type of assessment and report required. Parents can purchase a private report if they choose.

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| **Contact Details for SENDIASS Manchester**  Helpline Telephone number: 0161 209 8356. Please clearly leave your name, contact number and a brief message on the answerphone and a member of the team will contact you within 24 hours or the next working day.  **Or**  Email your query to us: [**sendiass@manchester.gov.uk**](mailto:sendiass@manchester.gov.uk) leaving your name, child’s name and their date of birth.  You can complete our website contact form: [**Contact Us (iasmanchester.org)**](https://www.iasmanchester.org/contact)  Visit Manchester SENDIASS website [**About SENDIASS Manchester (iasmanchester.org)**](https://www.iasmanchester.org/)  Manchester SENDIASS Podcasts [**Listen to our SEND Talk podcasts**](https://www.iasmanchester.org/podcasts)  Manchester SENDIASS YouTube channel [**https://www.youtube.com/@SENDIASSManchester**](https://www.youtube.com/@SENDIASSManchester)    **QR code for the website QR code for Facebook page** |