



## Guidance on the EHE Process

**EHE Advisor to work closely with parents, schools, multi-agencies and LA Inclusion & Safeguarding.**

EHE Advisor to update EHE database at least weekly. Request previous school LA withdrawal form to gather relevant information add new EHE pupils to database as B1.

EHE Advisor check Liquid Logic/ One collate information add relevant details to database. Add all new EHE to monitoring meeting agenda for further multiagency checks. CP or CIN pupils recorded request details from SG Officer.

