

Delivering Section F Provision: A TA's Quick Guide

(Supporting pupils with Education, Health and Care Plans – EHCPs)

Understand the EHCP

- Know which pupils you support have an EHCP.
- Read the EHCP summary (especially Section F).
- Understand the child's main needs and targets.
- Ask the SENCo or class teacher if anything is unclear.

Focus on Section F

Section F = Special Educational Provision.


- This part lists what support the pupil must receive, including:-
- Type of support (e.g., 1:1, small group, intervention)
- How often and how long it happens
- Who delivers it (TA, teacher, specialist)
- Any special equipment, resources, or adaptations

Remember: Section F is legally binding — the school must deliver it as written.

Deliver Provision Consistently

- Frequency and duration
- Use the agreed strategies and interventions.
- Keep the focus on the child's outcomes.
- Adjust support slightly if needed to meet daily needs.

Record What You Do

- Keep simple, factual notes to show what has been delivered:-
- What activity or intervention you did
- How long it lasted / who attended
- What went well- Any challenges or changes
- Progress you've noticed  Example: "5/10/25 – Reading intervention (30 mins). Pupil used word mat to decode unfamiliar words. Increased confidence today. Will revisit tricky 'ai' words next session."

Communicate and Collaborate

- Talk regularly with the class teacher and SENCo.
- Share successes and challenges.
- Ask for modelling or guidance if you're unsure how to deliver a strategy.
- Follow advice from external professionals (SALT, OT, etc.).

Review and Reflect

- During reviews or meetings, share your observations.
- Think about what helps the pupil make progress.
- Be honest if something isn't working — it helps improve provision.
- Celebrate even small achievements!

Quick Reminders

- Be consistent
- Stay flexible and positive
- Keep records
- Communicate with the team
- Focus on pupil progress and independence

Need Support?

- If you're unsure about an EHCP or Section F:
- Speak to your SENCo
- Check the provision map or pupil passport
- Ask for clarification or extra training
- Look at your DSPL website for advice and signposting