



Comisiynydd  
Plant Cymru  
Children's  
Commissioner  
for Wales

# Does my child have Additional Learning Needs (ALN)?



Parent / carer or young person asks the school to decide if there is ALN or not



The school must gather information and decide within **35 school days**



Yes, there is ALN

No

The school will:

- ✓ hold a Person Centred Planning (PCP) meeting
- ✓ issue a draft Individual Development Plan (IDP) for discussion

The school must notify you in writing

IDP finalised

If you're unhappy

If happy, IDP will be used in school to support the child / young person

Ask the local authority for a reconsideration if you're unhappy with the school's decision.  
**Local authorities have 7 weeks to decide**

For more information including Early Years and Post 16 processes, contact our Advice Service

FREEPHONE: 0808 801 1000

EMAIL: [advice@childcomwales.org.uk](mailto:advice@childcomwales.org.uk)

If you're unhappy with the local authority's decision, appeal to the Education Tribunal Wales (ETW). **You have 8 weeks, from receiving the decision letter, to do so**