

Special-school deregistration checklist

For a child at a special school placed there under arrangements made by the local authority, in England or Wales.

[England · Wales](#)[SEND](#)[A4 · 1 page](#)

- Confirm the placement is LA-arranged
If you arranged the place yourself, different rules may apply
- Consider speaking to a SEND specialist first (e.g. IPSEA, SOS!SEN)
- Send a written consent request to the local authority
- Wait for the LA's consent
England: if refused, only a Secretary of State direction allows deletion · Wales: a direction of the Welsh Ministers
- Only once consent (or a direction) is given is the name deleted
- EHC plan continues
The LA must keep maintaining and reviewing it

NOTES & NEXT STEPS
