

## Educational Supportability Assessment

### MoD Assessment of Supportability Overseas (MASO) Process – Flowchart II

#### OES process when MASO is raised:

- LAO (supported by LEO) creates MASO file and adds details to database.
- OES Lead and LEO liaise with Local Command to establish and provide ongoing support re: process roles and responsibilities, as needed.
- LAO (supported by LEO) sends MASO Cover Letter and Response Form to parents and appropriate professionals e.g., DCS school/setting/EdA case officer, EPSL, SAFE, Health and Social Care (including supporting background evidence/reports, as appropriate).
- LAO (supported by LEO) sends MASO Cover Letter to Local Command and OES Lead (for information).

#### DCS school/EdA case officer:

- Gather additional information, as needed.
- Liaise with EPSL/SAFE or family, as needed
- Complete Professional Response Form and return to OES group mailbox.

#### EPSL, SAFE (other DCS teams, as needed):

- Gather additional information, as needed.
- Liaise with school, EdA and other professional colleagues, as needed.
- Liaise with family, as needed.
- Complete Professional Response Form and return to OES group mailbox.

#### Health + Social Care (external agencies):

- Gather additional information, as needed. Liaise with professional colleagues, as needed.
- Complete Professional Response Form and return to OES group mailbox.

LAO (supported by LEO) collates all responses and maintains MASO file and database.

#### DCS responses agree “Supportable”:

- EdA case officer to complete the Collated Response Form on behalf of DCS and return to OES group mailbox.

#### DCS responses agree “Unsupportable”:

- EdA case officer discuss with EdA or OES Lead.
- EdA case officer to complete the agreed Collated Response Form on behalf of DCS and return to OES group mailbox.

#### DCS responses disagree:

- EdA case officer to escalate to PEP, OES Lead or ACEO to seek resolution.
- Once resolved, EdA case officer to complete the agreed Collated Response Form on behalf of DCS and return to OES group mailbox.

LAO (supported by LEO) shares DCS collated response and responses from other agencies with Local Command prior to the MASO panel meeting.  
EdA case officer represents DCS at MASO panel meeting (and provides feedback to LEO).

Local Command notifies Service Person’s CoC of outcome (copied to MASO panel members & OEST group mailbox) and provides information re: Appeal Process.  
CoC make a recommendation to the Service Assignment Authority and inform the Service Person of outcome.

LAO (supported by LEO) informs DCS school/setting & EdA of outcome (cc: OES Lead). LAO update MASO file and database.

- **Supportable-** DCS school/setting/LEO sends Letter E<sup>1 or 2</sup> and Confirmation of Educational Supportability to parents (see flowcharts I<sup>a or b</sup>).
- **Unsupportable-** LAO (supported by LEO) sends MASO Onward Support letter to parents (see flowcharts I<sup>a or b</sup>).