####

**SEND Partnership Board**

**Teams Meeting**

29 September, 10.00 – 12.00

**Notes**

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| **Attendees** | **Apologies** |
| Helen Johns, Assistant Director, Inclusion and SENDKeir Margrave, Local Offer OfficerHeather Mcintosh, Team Manager, SEND IASRachel Sadler, Youth Participation LeadMichael Rhodes-Kubiak, Short Breaks Commissioning ManagerNatalie McNeill, Designated Social Care OfficerKathryn Kellagher, SEND & Inclusion Project Support OfficerRowan Westwood, West Sussex Parent Carer ForumFrancesca Cecil, West Sussex Parent Carer ForumSarah Albery, Assistant Head, Virtual SchoolTasha Brabon, AspensMichelle Olden, Team Manager, Adult Services and HealthFelicity Course, Gillian Santi, School GovernorAmy Osborne (Oriel)Jacqui Parfitt, SEND Service and Market Development ManagerEmma England, NHS Integrated Care BoardNicola Hoyle, Sussex Community NHS Foundation Trust | Claire Prince, Senior SEND & Inclusion AdviserAndrea Morgan, Principal Educational PsychologistKathy Lockyear, Lead for Specialist Advisory Teaching ServiceGrace Fairbourne, Early Years ConsultantHannah Delmar- Addy, Reaching FamiliesSally Kean, Children’s Health Commissioner, Joint Commissioning UnitDoug Thomas, Head Teacher, West Sussex Alternative Provision CollegeSam Channon, Business Manager, West Sussex Alternative Provision CollegeLouise Fox, Head of Service, Family Support and ProtectionClaire Hayes, Head of Service, Early HelpKatie Tobin, Support Broker, Adult Services & HealthMajella Murphy, Team Manager, Lifelong ServicesLou Gatton (The Angmering School) and to join the board in Autumn 2022Claire Lewis, SENCO at Georgian Gardens Primary School |
|  |  | **Action** |
| 1. | **Notes of previous meeting** The notes of the last meeting were agreed as an accurate record.**Matters arising****Green Paper:** HJ thanked the members of the group for their responses to the Green Paper consultation. We are hoping to have some indication of what the collated responses say by the end of the autumn term.**On-line discussion group:** Helen Butcher will attend the next meeting of this group on 8 November to discuss the setting up of a SEND Partnership Board hub on Your Voice.**Reporting Cards:** Again we haven’t had many back this time and are considering if there are easier ways to do this. **Short breaks for the over 18s:** Michael met with Michelle Olden and Mike Smith to discuss transition short breaks and where the gaps were into adulthood. He does meet regularly with Lisa Loveman but hasn’t yet made progress with regards to short breaks for the over 18s. It was noted that Rowan Westwood raised the lack of representation from Adult Social Care yesterday at the Scrutiny Meeting **ACTION**: invite Lisa Loveman and/or Mike Smith to this Board | KK |
| 2. | **SEND & Inclusion Strategy updates – Helen Johns****Timelines for Education, Health & Care Needs Assessments (EHCNA)**We continue to experience very high demand for EHCNA and specialist placement. We are not meeting our 20-week statutory deadline as we do not have capacity, particularly within the Educational Psychology Service, which is causing a great deal of parental anxiety. * There is a huge amount of work going on with the service to meet demand in an efficient and as timely way as possible bearing in mind the lack of capacity in the EP service.
* We are also considering how we can better support children and families where a request for assessment has been made and where the average waiting time is now 26 weeks. We are shifting some of the resource we have in our Special Advisory Teaching Service (SATS) to provide support for schools to help with this.
* Tasha – sometimes the SENCOs aren’t aware of what support is available. Many are part-time and have a lack of experience/knowledge. How do we communicate to them where they can go to for help?
	+ The challenge for our WSCC teams is how to communicate a clear list of available support to all SENCOs in the interim period while waiting for a detailed assessment, so that the situation doesn’t escalate. SATS will stay with the child during the EHCNA process, so there isn’t a gap in support.
	+ SENCOs are a key element in how we support our young people and it is vital that head teachers give them time to network with other SENCOs, attend forums and take up training opportunities.
* Heather – there is a wealth of information on Tools for Schools. How do we promote this to schools?
	+ It was agreed that we should promote this in the October edition of the SEND & Inclusion Newsletter and that promotion should be on-going, to make sure that we reach new SENCOs.
* Tasha – it would be useful to meet with the families who are facing a long wait, to manage expectations and reassure them about the support that will be in place in this interim period.
* Tasha and Francesca – there also needs to be a better understanding that the EHCP will be bespoke for each child, ie your child won’t get the same offer as your friend’s child. There can be a feeling that if this message comes from SENAT or the SENCO, that families can see them as a block to support.
	+ We should review the comms from the Planning Co-ordinator about managing expectations and highlighting that the EHCP is a pupil centred offer.

**ACTIONS:*** Clear list of available support to all SENCOs
* SATS to support SENCOs during the EHCNA process
* Consider the comms from the Planning Co-ordinator to manage family expectations.

**Early Years Transitions Advisors**We have appointed a team of four Early Years Transitions Advisors, who will support transition from early years into reception. There is anecdotal feedback that schools are concerned about young children achieving lower levels of developmental milestones compared to pre-Covid, eg language and social skills. This is a challenge for schools that is a consequence of lockdown and the gaps in access to developmental opportunities, not because of an increase in special needs. **Panel decision making**We are also looking at panel decision making and the processes around EHCPs.**Free special school bid**We have expressed interest in the free special school bid and are working on our submission. There is an on-line engagement survey which can be found here: [Free School Bid | Your Voice West Sussex](https://yourvoice.westsussex.gov.uk/free-school-bid)**Post 16 Advisors**We have recently appointed Post 16 advisors to work with colleges and schools with a focus on Annual Reviews. We will monitor the impact of this work and will report back at a future meeting. **Alternative provision** Kate Watson has returned on a part time basis to take forward the Alternative Provision workstream. Ofsted has made a call for evidence on Unregistered Provision, ie our independent alternative provision providers (IAP) such as Forest School. We hold a framework for our IAP where we have done some checks around these provisions, but this doesn’t negate the responsibility of schools as commissioners of the provision to ensure it is the right offer for the child. We are developing a checklist for schools to help them meet their commissioning responsibilities.**Transitions support**The transitions advisors based in SENAT, who are supporting EHCP children move from primary to secondary school, have now completed the pilot year. We have gathered data to prove the impact of this work and have been able to put forward a business case to continue with it. Often the transition challenges are centred around SEMH needs. Having a teacher as an extra point of contact for the SENCO and the families has had a huge impact. We currently only have two transitions advisors so there is a limit to the caseload, but we are hoping to expand this. **Autism in Schools project**This project has shown how we can work effectively together in the best interests of the child. It’s not all about the diagnosis, it’s about knowing the child and what is needed so that they can continue to make progress.**ACTION:** we will ask for an update on this for the next meeting.**Data**Every January there is a collation of Census data for schools. There are plans to have that data on an individual pupil basis, which will provide much more meaningful information. There is an issue within health that there is not an option to tick a box to signify a child has SEND, so it can be hard to unpick outcomes for our young people. This has been picked up in recent Ofsted inspections.  | HJKLKC / HJKK |
| 3. | **Reports from other teams****Neurodevelopmental Pathway team (NDP)**Jacqui Parfitt is now the manager of the Joint Commissioning Unit, which includes anything health related such as CAMHS and the NDP. The NDP aims to help families understand where they are in the system and to offer them post-diagnostic support. A Navigation and Support Service has recently been established and will be delivered by two navigators. Currently it is just an offer for Early Help but it is hoped to expand this to schools and parents in due course.**Local Offer – Keir**Plans to migrate to a new system are on-going and there is an identified piece of work to persuade schools to update their information. The next meeting with the web develops is in November.The SEND Awareness Page on the Local Offer is not seeing as much traffic as we would like and Keir will review the promotion of it.**Short Breaks – Michael**The invite to tender for the new short breaks programme was launched yesterday. Providers have a month to join the new open framework and new contracts will start on 1 April 2023.**Disability Register - Flick Case**They have recruited three Senior Library Assistants to support the register. The register gives us a raft of information which will help us meet the needs of families. Part of Flick’s role is to increase sign up by tapping into providers’ existing links with schools and the community. * It was noted that the Compass card was still being accepted by providers over the summer and that we are still in the transition period.
* There have been 321 new applications, representing a 15% increase in the register. Previously, Amaze had around 44% of eligible families signed up and only two thirds agreed to transfer their information to West Sussex. We haven’t yet promoted it so are pleased with the 15% increase. We will now get the message out to parents about the importance of signing up.
* Manor Green have recently pushed signing up to the register. We’ll include a piece in the SEND & Inclusion Newsletter to encourage schools to promote the register in their comms to parents.

**SENDIAS - Heather** * They have recruited a child and young person advisor who will start at the end of October. The new advisor is currently a mentor for supported internships and was a SENCO at secondary school, so has a lot of relevant experience to offer.
* They are continuing to update the SEND IAS information pages for parents. They are working in co-production with EMTAS to provide translation for videos on some basic SEND subjects and so far they have produced two Polish ones.
* The vacancy in the team has caused pressure and they are working on 5 day call backs to get back to parents.
* They are continuing to see a rise in SEMH concerns and note that their service is under pressure because of the waiting times for EHCNAs.

**SEND Awareness Season – Natalie*** The link for the list of events on the Local Offer can be found here: [SEND Awareness Season 2022 'What's On!' (local-offer.org)](https://westsussex.local-offer.org/information_pages/669-send-awareness-season-2022)
* So far there are two webinars planned: one for the NDP and one for SPOA.
* The SEND Awareness Event will now be in the spring term.

**Aspens - Tasha** They have two new engagement officers for the South and North; both are trained up. They have also returned to face to face clinics, so are now fully staffed and up and running. **West Sussex Parent Carer Forum -** Rowan WestwoodSee report card. | FC / KK |
| 4. | **How to involve young people in the work of the Partnership Board**See attached flyer and link to promotional video.Plans are underway to establish the SEND Youth Board, which is due to have its first meeting on 18 October. This will be an on-line information event to encourage young people to take part. Rachel will also promote it at the Creative Heart community event on Wednesday 26 October, 12-1.30pm. **ACTION**: please circulate the attached flyer and link (<https://yourvoice.westsussex.gov.uk/young-voices>) to encourage young people to sign up to 18 October. | ALL |
| 5. | **Local Area SEND Inspection Framework consultation**See attached presentation.Key points:* There will be a shift in methodology around how the local area will be inspected, with a greater focus on the lived experiences of children and families. We will provide Ofsted with a list of 100 children with SEN and they will select 6 for a deep dive audit. This will include reviewing the services that provide advice and support to the child and Ofsted will meet with families, schools and services connected to them. The 6 deep dive cases will cover a range of needs, ages and settings. Ofsted will still put out surveys to get that wider voice, but the focus will be on the lived experience of the 6 children.
* We are starting to think about how we can better audit what we are doing which will help us plan for the inspection.
* We were last inspected in 2018 so it is likely that our next inspection will be 2023.

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| 6. | Next meeting: 8 November, 4-6pm. We are looking for a venue – please let Kathryn know if you are able to provide us with a suitable room.  |  |