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**Directorate of Education and Skills**

**SEND and Alternative Provision  
Strategy & Partnership Board**

14 November 2023, 11.00 – 13.00

The Conference Hall, Chichester College, Chichester

**NOTES**

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| **Attended**  Brian Pope, Independent Chair  **WSCC**  Lucy Butler, Director of Children’s Services  Steve Nyakatawa, AD Education & Skills  Helen Johns, Head of SEND & Inclusion  Jenny Boyd, AD Children’s Social Care and Early Help  Claire Hayes, Head of Early Help  Vince Clarke, Children First Transformation Director  Louise Warren, Senior Improvement Lead  Kathryn Kellagher, SEND Development Officer  Yasmin Maskatiya, Head of Standards & Effectiveness  Grace Fairbourn, Early Years SEND Lead  Fiona Mackison, Public Health Strategic Commissioning Lead  Sarah Clark, Head of Virtual School  **Education and schools**  Mark Wignall, Head, Downlands Secondary  Doug Thomas, Head APC  Simon Brown, Head of SEND, Chichester College  Claire Kenyon, Busy Lizzies, Early Years  Gillian Santi, Governors Association  **Parent Carers**  Rowan Westwood, West Sussex Parent Carers Forum  John Clifton, West Sussex Parent Carer Forum  **Health**  Caroline Tozzi, Integrated Care System Health Lead  **Councillor Representative**  Jacquie Russell, Cabinet member | | **Apologies**  **WSCC**  Loretta Rogers, AD Adult Operations  Louise Fox, Head of Service Assessment and Family Safeguarding  **Education and schools**  Louise-Isa Gada, Littlegreen Special school  Helen Ball, St Anthony’s Special School  Representative of primary schools  **Health and Commissioning**  Rachael Lee, Designated Clinical Officer  Kate Courtney, Designated Clinical Officer, maternity cover  Jacqui Parfitt, Service Manager and Development Lead, Joint Commissioning Unit  **Councillor Representative**  Jay Mercer, CYPSCC rep | |
| **Item** |  | | **ACTION** |
|  | **Ofsted & CQC SEND Local Area Inspection**  Ofsted called this morning and West Sussex is now undergoing its Local Area SEND Inspection.  Annex A information is being uploaded to Ofsted today and we will hear by the end of the week the names of the six cases they will be tracking.  Surveys will be live until 21 November and are being shared widely.  Ofsted will give us feedback on 1 December and it was decided that we should cancel the 4 December board meeting, as we will not have time to prepare papers.  The SEF was signed off at the October board meeting and has been submitted to Ofsted. | |  |
|  | **Data dashboard, including attainment data**  See attached **SEND Attainment** presentation.  Attainment data shows that West Sussex data is broadly aligned with national outcomes for pupils with SEND.  It would be useful to analyse the data more closely, looking at:   * Types of school * Areas of need * EHCPs and SEN Support separated out * Outcome data for post-16 * Tribunal data   **ACTIONS:**   * 1. Upload presentation to Ofsted   2. SB to send through outcomes data for all CYP with SEND who attend Chichester College Groups.   3. Produce a report for Ofsted pulling together recent school Ofsted reports, with a focus on SEND and parent feedback.   4. Further breakdown and analysis of data working with Marie Foley | | Done  Done  Done  HJ |
|  | **Improvement Plan**  See attached presentation **SEND-ImpPlan-PWG** and **Appendices A, B and C**.  There will be six working groups, which will take us through to 2025/2026. These will report to the Area SEND Partnership Improvement group, which will in turn report to the SEND-AP Board.   1. Mainstream and universal provision is inclusive so that children and young people receive the right support at the right time. 2. Children and young people who require statutory or specialist support receive timely, effective and consistent support. 3. Leaders have an accurate, shared understanding of the needs of children and young people and make the necessary improvements. 4. Strengthen the experiences and outcomes of children and young people receiving alternative provision. 5. Children and young people with SEND receive timely and helpful support to prepare for adulthood from the earliest opportunity. 6. Children, young people and parent carers are well-informed and participate in decision-making about strategic developments, as well as in their own individual plans of support.   We are also developing an Outcomes Framework and have a workshop planned for 21 November. This may be re-scheduled due to the Ofsted Inspection.  We have refreshed the EHCP audit process and have scheduled monthly moderated audits of 10 plans up to the end of the academic year. | |  |
|  | **EHCP Recovery Plan**  See presentation **Timeliness Recovery 12 month**  The rate at which we reduce the backlog of EHCNAs will be accelerated through increasing EPS and SENAT capacity.  Issues raised:   * Challenge of staff retention in SENAT: working in SENAT is stressful and their roles are complex. * Concern from schools that the drive to reduce costs results in more children and young people with EHCPs being placed in mainstream. * Focus on prevention work at an early stage to prevent escalation. * Focus on early years and supporting children to thrive pre-school. * Sufficiency planning – more special school places planned. * Some EHCPs are short-term interventions designed to develop the resilience of CYP. Particularly relevant for those EHCPs which are SEMH. * WSPCF has on-going concerns over methods being used to reduce the backlog.   **ACTIONS**   * 1. WSPCF to be involved in SENAT Induction Training. To be picked up in the Improvement Plan. HJ to speak to Karen Spencer.   2. LW and Karen Spencer are working with Roger Burke to help address operational issues and Nicholas Rozee from Organisational Development to help with staff morale in SENAT | | HJ  LW |
| **5.** | **WSPCF**  See attached presentation Parent Carer Views on EHCNAs and EHCPs  The board was concerned at the levels of parental anxiety and feelings of helplessness reported in the survey.   * Some parents reported a lack of support from schools. It would be helpful to know which schools are struggling so we can help them meet the needs of children and young people at their setting. * The importance of communication with families was highlighted and is an area of focus for SENAT. Improvements will take time to trickle down but should improve the lived experience for families. * The EHCP Recovery plan to clear the backlog of EHCNAs should help reduce parental anxiety in time.   **ACTIONS**  5.1 LB to follow up with JC and RW  5.2 Set up face to face meetings with parents in the spring term,  to reassure them that we hear their concerns and   communicate our plans to address them. | | LB  SN/RW |
| **6.** | **Forward Plan**  The agenda for the January meeting will be sent out before Christmas. | |  |