

SEND & Inclusion Board

Meeting Notes

Friday 22nd May 2020 – Microsoft Teams



No.	Item
1.	Welcome, apologies and introductions
	<p>Present: CA – SENDIAS Coordinator JB – South Warwickshire Foundation Trust RC – SEND Board Development Manager, WCC DC - Strategy and Commissioning Manager - SEND & Inclusion, WCC JD – Coventry & Rugby CCG (also representing Warwickshire North CCG) CE – Rise, CWPT MG – Children with Disabilities Lead Social Worker, WCC SH (minutes) ZM - Service Manager, Commissioning, WCC AR – Principal Educational Psychologist, WCC RW – Warwickshire Parent Carer Forum NW – Quest Academy DW – NHS</p> <p>Apologies: MB – St Paul’s C of E Primary School, Leamington Spa Ian Budd (IB) – Assistant Director of Education Services, WCC MS – South Warwickshire CCG DW - South Warwickshire Foundation Trust</p> <p>DC welcomed everyone to the meeting. Apologies were stated by RC and introductions were made by the members of the board.</p>
2.	Notes of last meeting and matters arising
	<p>Previous meeting notes agreed by those present. The following updates were given:</p> <ul style="list-style-type: none"> • Communications to the SEND Board is still to be actioned. • SEND Journey – this will be picked up as part of the SEND Change Programme. • Blue Badge Scheme – no update at this stage. The scheme will be continuing. • Proposed merge of Round Oak & Ridgeway Schools – it was confirmed that Cabinet have approved this proposal following public consultation. A press release is expected following the call-in period. <p>RC updated the group in relation to actions still in momentum that are contributing to the drive for direction.</p>



	<p>Action Log</p> <ul style="list-style-type: none"> • Ref 652 – discussions have been held. Kate is taking forward. • Ref 655 – the SEND Change Programme will need to be raised at the next headteachers' conference. • Ref 656 – this has not yet been resolved. • Ref 657 – this has not yet been resolved but discussions are ongoing. <p>Actions</p> <ul style="list-style-type: none"> • None
--	---

3.	COVID-19 Response
-----------	--------------------------

	<p>DC and RC led a verbal update.</p> <p>DC firstly updated colleagues about the arrangements regarding schools and working towards the possible opening on 1st June. Schools are to do risk assessments and checks.</p> <p>DW stated that specific guidance is being developed on Aerosol Generating Procedures. DW stated that he is more than happy to look at risk assessments. CE stated it would be useful to share the AGP statement with partners/health colleagues.</p> <p>RW raised the issue of shielding. RW reported that families were told to shield until June however some families were not told if their children were in the shielding group. Is it safe for those children to go back to school or not?</p> <p>DW reported that this issue was mentioned in yesterday's working group. There is also a second group looking at shielding. New guidance to be issued soon.</p> <p>RW asked if this will be done for 18-25 year olds as well. DW confirmed he has seen the list of young people in that age group.</p> <p>DC gave a further update on Risk Assessments. Currently working with schools and families.</p> <p>RW asked about the children with disabilities team contacting all families with a social worker. There are some families that have children with disabilities which have packages. RW asked if those particular families should be contacted.</p> <p>MG stated that all children are RAG rated. MG explained the RAG rating process. MG said if anyone in the Parent Carer Forum knows of families with children that haven't been contacted, to let MG know.</p> <p>RC led an update about EHC Assessments. New guidance has been issued with changes made to section 42.</p> <p>EHC Assessments still going ahead. 105 requested in March, 79 in April.</p> <p>RC stated that Annual Reviews should carry on virtually.</p> <p>RC reported that therapy services have been organising online services.</p> <p>DC stated that she is hoping to get additional capacity from Ofsted to work with special schools.</p>
--	---



	<p>AR reported that business support resources have been secured to help with the backlog of annual reviews and cases. Regarding therapies, JB reported that half of the work force have been redeployed. JB is currently working on the exit strategy and restoration plan.</p> <p>RC reported that the Year 6 to Year 7 transitions group is being set up.</p> <p>NW asked if guidance regarding taxi transport has been issued following the pandemic. It was confirmed that nothing has been published as yet. NW stated that there has been some anxiety from parents regarding taxi transport. Some people are wearing masks, but others aren't. Taxis not been cleaned is also a concern. RC stated that taxis should be cleaned. Parents and schools need to feedback on the cleanliness on taxis. It was confirmed that guidance has not been issued as yet regarding the use of masks. DC stated that there will be a lot of government guidance being issued today.</p> <p>Actions</p> <ul style="list-style-type: none"> • DW to share guidance on Aerosol Generating Procedures for further circulation (when ready). • DW to share shielding list for 18-25 with local authority. • JB to send restoration plan to DC and JC. • NW to forward e-mail from transport team to DC regarding her taxi queries, and DC to escalate.
<p>4.</p>	<p>SEND Programme Report</p>
	<p>RC presented the report and gave update.</p> <p>Regarding progress data, DC asked if progress is being measured for those with SEN support. RC confirmed that this is taking place.</p> <p>Colleagues were asked to look at SEND Programme Report in further detail and send any feedback to RC & DC.</p>
<p>5.</p>	<p>SEND Change Programme</p>
	<p>RC & DC presented the report and gave an update including a budget update.</p> <p>CA stated that she would like to discuss with parents about resourced provision and asked what the timelines were for this.</p> <p>DC said that the strategy needs to be pulled into one place in the change programme. The pandemic has given colleagues the opportunity to stop and reflect and focus on the risk assessments.</p> <p>DC said the system is not sustainable the way it is. Need to realign data to reflect trends and signpost each other to the local offer.</p> <p>DC stated that a timeframe will be put together. Changes need to be made and need to happen sooner rather than later.</p> <p>Actions</p>



	<ul style="list-style-type: none"> None
6.	Data Review (for info)
	<p>RC presented the report. It was noted that:</p> <ul style="list-style-type: none"> Data is shared for information – showing that trends in progress and attainment for children with SEND are going down. Further discussions would be needed with school leaders to identify resulting actions. <p>Actions</p> <ul style="list-style-type: none"> None
7.	Any other business
	<p>CA raised a couple of items:</p> <p>1) Warwickshire Alternative Provision Framework - CA asked for clarification on where she could access this. RC confirmed that it could be obtained from MR.</p> <p>2) FAQ for SENDIAS Service – CA asked how to go about disseminating the FAQ document and if anyone had a list of professionals' e-mails for dissemination. JR suggested to forward it to DW, CE and herself who will then forward to CCG. MG suggested to forward the FAQ document to him, and he would disseminate it to social care services.</p> <p>RC then suggested to send it to the board members so they can disseminate to their colleagues.</p> <p>Quality Assurance</p> <p>DC stated that colleagues need to make sure that EHC plans are of good quality to make sure they are fit for purpose for children.</p> <p>She is auditing six plans as the first part in developing a quality assurance framework. DC will share the initial findings. DC would welcome feedback from colleagues.</p> <p>RW asked if colleagues had looked at the Impower case studies. DC stated they hadn't as yet but will speak to CL and her colleagues at Impower.</p> <p>DC stated that she will bring the Quality Assurance report to the next meeting.</p> <p>Actions</p> <ul style="list-style-type: none"> CA to send SENDIAS FAQ document to the board members for dissemination. DC to speak to CL to look at Impower case reviews. RC to add Quality Assurance report to the next meeting's agenda. <p>DC thanked everyone for attending and closed the meeting.</p>
	Next meeting – Wednesday 1st July 2020 (10.00am – 12.00pm)

