

SEND & Inclusion Partnership

Meeting Notes

Tuesday 9th February 2021 – Microsoft Teams

	Item
1.	Minutes of previous meeting and action log
	<p>Present: MB – St Paul’s C of E Primary School, Leamington Spa JB – Designated Clinical Officer, NHS Ian Budd (IB) – Assistant Director Education, WCC RC – SEND Commissioning Lead, WCC DC - Strategy and Commissioning Manager - SEND & Inclusion, WCC EC – Warwickshire Parent Carer Voice JD – Coventry & Rugby CCG (also representing Warwickshire North CCG) SG - Specialist Senior Educational Psychologist / EPS Lead, WCC EH – SENDIAS SH – Business Support (note taker) EL – Warwickshire Parent Carer Voice ZM - Strategy & Commissioning Manager (All Age Targeted Support), WCC SM – Headteacher, Alcester Academy ER – Warwickshire Parent Carer Voice MS - South Warwickshire CCG NW – Principal, Quest Academy DW – Designated Clinical Officer, NHS</p> <p>Apologies: CE – Rise, CWPT DE - SENCO</p> <p>IB welcomed everyone to the meeting. Special welcomes were given to EL and ER from Warwickshire Parent Carer Voice and to SM, headteacher of Alcester Academy representing secondary school headteachers, all of whom were attending for the first time. Introductions were given by everyone present.</p> <p><u>Minutes of previous meeting</u> MS stated that she had sent her apologies for the previous meeting but this was not reflected in the minutes. RC asked SH to make this amendment. Apart from this amendment, the minutes were taken as accurate.</p> <p><u>Action Log</u> The following actions were discussed:</p> <ul style="list-style-type: none">• <i>RC and DC to contact the group with the details of the follow-up meeting with the DfE and NHS England once KR has set it up. RC gave an update on this action.</i>

	<ul style="list-style-type: none"> • <i>MS and JD to give a verbal update regarding the Special School Nursing Review at the next meeting.</i> MS reported that a couple of good meetings had been held with colleagues at SWFT and had agreed a plan to produce an offer document which will then be reviewed to see if there are other gaps. The first draft to be done by the end of February to be sent internally. Ongoing. • <i>RC to discuss with MK which Early Help data to include in the performance report.</i> RC confirmed this is ongoing. • <i>RC to look into how to capture permanent exclusions from ISPs and fixed term exclusions.</i> RC confirmed that this has not yet been resolved. <p>Actions</p> <ul style="list-style-type: none"> • SH to add MS's apologies to the minutes of the previous meeting (8th December 2020).
<p>2. Performance Report and Dashboard</p>	
	<p>RC presented the slides with updates and gave further verbal updates.</p> <p>RC is hoping to have finalised data by next month's meeting.</p> <p>SM stated that this is really interesting data and would be worth exploring sharing good practice. Definitely some good to come out of the data. RC expressed value to share with headteachers.</p> <p>RC answered questions put forward following this update.</p> <p>Actions</p> <ul style="list-style-type: none"> • None
<p>3. COVID-19 Update</p>	
	<p>RC presented the slides with updates and gave further verbal updates.</p> <p>RC wished to thank ND and the Commissioning team with regards to all their work on the vaccination programme and special schools.</p> <p>DW reported that he had been talking to families about the balance of working at home and home schooling, and supporting families to make the right decisions.</p> <p>DC stated that she would be happy to support DW with this.</p> <p>EC asked, 'what can a family do if their condition is 'rare' and there is little advice and support available?' IB said that they should contact their family GP in the first instance.</p> <p>Actions</p> <ul style="list-style-type: none"> • None

4. SEND & Inclusion Guidance

SG presented the slides and gave context of the guidance along with SEMH structure and timeline. The guidance will be a web-based document.

MB stated that training is so important with virtual training having benefits, so the key thing is if this is going to work then training is required for people to see importance of jumping on board for using the matrix. IB stated that staff need to make use of technology for this.

JB stated that she had been part of early discussions with SG. JB and her team have been refreshing health information and creating a package based on the old matrix. JB gave a further update on this work. In addition, training sessions for parents and schools have been organised. JB has been to SENCO networks about what they would like to see from Occupation Therapists on the matrix. JB is waiting to see how this work would fit in to SG's work.

An observation was made that parents are angry and upset because the needs of the child are not being met and they are only seeing the matrix for the first time. EH was asked if SENDIAS can be involved and provide support when parents are angry. EH reported that SENDIAS has contact with parents via an email or phone call in those situations and the SEND support in the school is reviewed. EH confirmed that these conversations are taking place. EH said she would look at the support documentation in team meetings. EH also said that she would be happy to hear from parent carers.

Regarding training, DC stated that the SEN team are picking this up by looking through the change programme and working out how to deliver the training.

DC stated that the tribunal rate has increased. We need to look at how we start that process and what is required. DC said it is important to work together and would be a big piece of work between schools, SENDIAS and the local authority. EC said she is hoping that parent carer representatives can be included and requested more clear clarification regarding the local policy. Regarding tribunal rates, EC stated that the local authority has the opportunity to withdraw from a tribunal. The duty lies in favour of supporting the child. This needs to be co-productive.

It is intended that the guidance is in the form of a web tool which can be more proactive to support staff in schools. RC wants to get as much done on this by 1st September 2021. RC said he was encouraged by today's discussions and would be happy to share information with parents, but it is not easy to do this in the present format. We need to have the draft web version available.

SG thanked everyone involved with this work.

IB thanked SG with everything she's doing with this and for the ongoing progress.

Actions

- For work on SEND Guidance to progress working to 1 September launch date

5.	<p>SEND Self-Evaluation</p>
	<p>RC presented the slides with updates and gave further verbal updates. RC stated that the full self-evaluation document is 25 pages long.</p> <p>A discussion was held regarding exclusions. IB stated that the numbers of permanent exclusions had decreased by 50%. Would be good to follow up on what's happening with alternative behaviours i.e. are there more fixed term exclusions than permanent?</p> <p>EC mentioned a virtual podcast which she had listened to by a secondary school headteacher, JP, whose school has not recorded any recent fixed term exclusions. A number of members were interested in listening to that podcast (see below link): http://www.alcoates.co.uk/p/the-adoption-fostering-podcast.html</p> <p>DC reported that MR has done great work on permanent exclusions. MB talked about the significant adult project and how this was highlighting current different approaches by different schools. DC stated that she and MR would be happy to work alongside MB.</p> <p>Areas for Improvement: EC requested more detail for joint commissioning. RC & ZM gave updates on joint commissioning. ZM said this needs to be around governance and need to put context about mitigation.</p> <p>Actions</p> <ul style="list-style-type: none"> • RC to amend slide following EC's Core CAMHS query. • RC to amend joint commissioning text to focus on governance
6.	<p>SEND & Inclusion Change Programme</p>
	<p>RC presented slides detailing programme updates and project updates i.e. Needs Focussed Panels project.</p> <p>DC gave an update on the Quality Assurance Framework. RC gave further updates and details on this area. Regarding the Head Count figures, EC stated that the COVID-19 pandemic is affecting higher level of needs. We need to be mindful of this. RC also updated the group on the Warwickshire Parent Carer Forum now known as Warwickshire Parent Carer Voice. RC was thrilled that ER and EL were able to attend this meeting.</p> <p>Actions</p> <ul style="list-style-type: none"> • None

7.	Preparation for Adulthood Update
	<p>RC presented an update slide and gave further verbal updates including inclusive apprenticeships and supported internships.</p> <p>Actions</p> <ul style="list-style-type: none"> • None
8.	Any Other Business
	<p>None</p> <p>IB stated that he would be happy to accept emails with any queries.</p> <p>IB thanked everyone for attending and closed the meeting.</p> <p>Actions</p> <ul style="list-style-type: none"> • RC to share slides from this meeting.
	Next meeting – Thursday 25th March 2021 (10.00am – 11.30am)

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