

SEND STRATEGY STEERING GROUP

24 SEPTEMBER 2019



Attendees:

Judith Harwood (JAH)	Service Director, Education, Participation & Skills	PCC
Jo Siney (JS)	Head of SEND & Inclusion	PCC
Blanche Gibson (BG)	0-25 SEND Team Manager	PCC
Claire Paddon (CP)	Parent Rep	Plymouth Parent Carer Voice
Tara Vassallo (TV)	Parent Rep	Plymouth Parent Carer Voice
Nicolle Gallagher (NG)	SEND Youth Forum, Youth Worker	PCC
Alan Ebbens (AE)	Team Manager, PIASS	PCC
Penny Whitell (PW)	Service Manager, SEND	PCC
Clare Hetherington (CH)	Principal Educational Psychologist (Acting)	PCC
Hannah Hamlin (HH)	Principal Educational Psychologist (Acting)	PCC
Mike Thomas (MT)	Governor Rep	PAG
Elizabeth Knight (EK)	Early Years Rep	Lark Children's Centre
Denise Edgecombe (DE)	Clinical Education lead for Health Visiting and School Nursing.	Livewell, South West
Siobhan Wallace (SW)	Head of Service, Children, Young People & Families	PCC
Karen Dorow (KD)	Director of Faculty, City College Plymouth	Post 16 Provider
Amanda Summers-Evans	Post 16 representative	Post 16 Provider
Jim Barnicott (JB)	Leadership Associate, SEND	PCC
Sue Syers (SS)	DCO/Nurse Consultant, Child Development Centre	PHNT
Sara Kirkup (SK)	Children's Lead	Livewell, South West
Heidi Price (HP)	Headteacher, Primary Rep	Yealmpstone Farm Primary School
Nadia Donald (ND)	Minute Taker	PCC

Apologies:

Emily Street (ES)	Commissioning Manager	New Devon CCG
Tracy Clasby (TC)	Locality Manager	Livewell, South West
Tracy Tucker (TT)	Childrens Centre Rep	Barnardo's

Claire Bond (CB)	Plymouth Pluss	Pluss
Hannah Daw (HD)	Performance Advisor	PCC
Dr Sharon Glass (SG)	DMO/Community Paediatrics Consultant	PHNT
Polly Lovell (PL)	Head teacher, Secondary rep	UTC
Ashley Simpson (AS)	Young Person Rep	Youth Ascends
Jayne Blood (JB)	CAMHS, Service Manager	Livewell
Andrea Hemmens (AH)	SHAP Representative, Headteacher	Woodlands School
Lee Earnshaw	SHAP Representative	Courtlands School

Presenting:

Lisa Cornish	Leadership Associate, SEND	PCC
Sara Hawken	Early Years Advisory Teacher	PCC
Louise Arrow	Senior Commissioning Manager, CYPF	New Devon CCG

Item	Notes
1.	WELCOME, INTRODUCTIONS & APOLOGIES
	JAH commented on the number of attendees to the meeting. This is positive and shows commitment to this area of work.
2.	2019/20 FORWARD PLAN
	As it is the start of the new academic year, JS took the opportunity to propose that we adopt the same approach to last for these meetings using a forward plan. Each meeting will concentrate on 1 of the 5 strands of the strategic plan as a theme for each meeting. This provides the group with a clear cycle of work. Forward plan agreed – all to raise any additional items for the forward plan if required.
3.	SENCO AWARD UPDATE
	Lisa Cornish and Sara Hawken attended to provide an update on the National Award for SEN co-ordination and the Early Years SENCO award.
4.	MINUTES FROM PREVIOUS MEETING & ACTIONS ARISING
	Minutes agreed as an accurate representation of the meeting. <ul style="list-style-type: none"> • PL to discuss date sharing at PLT – ND has followed up and PL will be taking this to the next PLT meeting. • Short Breaks statement review – now published • Use of QR code on the Local Offer – Now exists and will be used on any publications • Person Centred planning – agenda item • Call for evidence – submitted by 30 June 2019 • Out of city placements – now sits with Joint Funding panel

<p>5.</p>	<p>PPCV UPDATE</p> <p>Family Fun Day recently took place and was a success. Families felt that they had an opportunity to discuss matters whilst their young person was entertained. Jim Barnicott attended regarding the graduated approach and Mark Page regarding short breaks.</p> <p>PPCV are working with the City Centre Partnership and have been given some funding to create information to families about the adjustments shops make when having quiet early morning shopping opportunities.</p> <p>The working together document, which sets out our agreed relationship and demonstrates how we work together across education, health and care has been signed off by PPCV, PCC and CCG. On the next round of signings this will include Livewell South West and Social Care.</p>
<p>6.</p>	<p>YOUTH ASCENDS</p> <p>NG provided an update on the work of Youth Ascends Young people meetings are now taking place at City College. PW recently attended a meeting to discuss Access and will be returning for the next meeting. Meeting with SH and JB to develop a young person enhanced transition document. Meeting being planned to show achievements of young people with SEND. Young people have already commented on how they are not scared of attending City College as they are now familiar with it, which will make their transition so much easier.</p>
<p>7.</p>	<p>STRATEGIC THEME: SCHOOLS & SETTINGS: PROVISION & ACHIEVEMENT</p> <p>JB presented slides on the theme for this meeting.</p> <p>The Local Offer The SEND decision making section of the Local Offer needs to demonstrate what we are doing across education, health and care. Everything needs to be linked in order for it to be cascaded.</p> <p>SEND Review & Framework The priorities are:- SEN Support Support centre discussions Annual Reviews.</p> <p>Annual Reviews The portal is up and running and processes are being established. All proposals are now being submitted electronically. Work is now underway to review annual review arrangements.</p> <p>Special School Review Following the review of designations there is an implementation plan in place and capacity discussions are taking place with individual schools.</p> <p>SEN Support Graduated response draft documents have been circulated with the papers.</p>

	<p>Local Offer Champions training planned for October in order for all organisations to understand /promote the Local Offer and use it when working with families.</p> <p>Person Centred Planning JB is collating copies of person centred plans across all sectors so that we can identify best practice. Discussed the confusion around the use of terminology (TAM/EHAT) and the use of a crib sheet to explain acronyms.</p>
8.	<p>SEMH TASK & FINISH GROUP UPDATE</p> <p>This task and finish group is an outcome of us as a group wanting to have a deep dive into the theme of SEND SEMH as an area of concern. A series of multi-agency meetings have taken place and the slides describe the key themes discussed. The group spent time understanding the clear definition of SEND SEMH and identified areas of good practice. SEMH is a significant barrier to learning and examples of a whole school approach were most successful.</p> <p>Priorities have been mapped against the SEND Strategic plan to form an action plan.</p>
9.	<p>WAVE 2 – MENTAL HEALTH AND SCHOOLS</p> <p>Louise Arrow attended the meeting to provide an update on Wave 2 Mental Health Support Teams (MHST) In May 19 expressions of interest were requested for additional trailblazer sites for MHST with 2 year national funding. We were successful in securing funding across the STP, meaning that Plymouth has one MHST. Funding for this has already been committed beyond 2 years. The MHST team will be employed by CAMHS and the team structure will consist of 4 mental health practitioners, 3 senior staff, 0.5 team manager and 0.5 administrative support. The 3 core functions will be:-</p> <ul style="list-style-type: none"> • Delivering evidence based interventions for mild to moderate mental health issues • Supporting senior mental health lead in schools/colleges to introduce or develop a whole school approach • Give timely advice to schools and colleges to help children get the right support to stay in education.
10.	<p>KPI'S SEN2 UPDATE</p> <p>Due to time constraints this item will be deferred until the next meeting. The slides will be sent out with the minutes and key questions identified and will be the first item on the next agenda in order that we can explore together this issue for the city.</p>

Date of next meeting: 19 November 2019