



**Delivery Unit: Education and Skills**

**Consultation and Engagement Plan**

**Draft Special Places Plan and proposals for using the Special Provision Fund**

Author:	Ian Harrison and Helen Phelan
Service:	SEND and Inclusion Service
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# Consultation and Engagement Plan: consultation on the council's draft Special Places Plan and proposals for using the Special Provision Fund

## 1. Introduction

Barnet Council is committed to involving local people in shaping their area and the services they receive. Consultation and engagement is one of the key ways the council interacts with and involves local communities and residents, providing them with opportunities to:

- gain greater awareness and understanding of what the council does
- to voice their views and know how they can get involved
- to have their views fed into the democratic decision-making process

This consultation and engagement plan aims to provide an effective consultation and engagement programme to help inform the council's planning and decision-making with regard to children and young people with special educational needs and disabilities.

## 2. Consultation and engagement aims and objectives

The aim is to consult with partners, including parent/carers, children and young people, schools, FE colleges other institutions, and other stakeholders in order to:

- describe and consult on gaps in local provision
- propose and consult on the nature and location of additional provision
- propose and consult on the use of the remaining capital allocation from the Special Provision Fund (the capital grant of £5.1m allocated to Barnet by the Department for Education to support the development of specialist provision for children and young people with special educational needs and disabilities)

## 3. Key milestones

Date	Key Milestones
13 March 2019	Children, Education and Safeguarding Committee considers report on 'Special Educational Needs and Disabilities Strategy – update'.
April to May 2019	'Needs Analysis and SEND Sufficiency' exercise completed.
31 May 2019	Publication of draft 'Special Provision Plan' on the Local Offer (website)
1 – 14 June 2019	Communication of draft plan to stakeholders. Presentations to headteachers and Barnet Parent-Carer Forum. Discussions with individual special schools and schools with ARPs.
Mid-June 2019	Publication of Consultation document on the draft Special Places Plan and proposals for using the Special Places Fund allocation
Mid-June to 23 July 2019	Consultation with stakeholders

<b>Date</b>	<b>Key Milestones</b>
24 July – mid August 2019	Proposals reviewed in light of consultation and finalisation of Special Places Plan and proposals for using the Special Places Fund allocation
31 August 2019	Executive Director, Children’s Services approves the final Special Places Plan and proposals for using the Special Places Fund allocation
March to May 2020	Review of progress on the plan, need analysis updated, and consultation on any proposed changes/further developments

#### 4. Proposed Approach

Following the completion of a ‘Needs Analysis and SEND Sufficiency’ exercise in May 2019 and the publication of a draft ‘Special Provision Plan’ and a ‘Specialist Places Plan: Position Statement’ on the Local Offer (website), the council proposes to discuss the proposals with individual schools referred to in the plan (for new projects) and brief and consult all headteachers at a meeting on 6 June 2019. It will then firm up the plan and include the details in a Consultation Document for publication in mid-June, 2019. We will then consult with stakeholders from mid-June to 23 July 2019 and then revise and finalise the plans in August 2019.

#### 5. Key Stakeholders

<b>Stakeholders</b>	<b>Consultation Methods</b>	<b>Promoting the Consultation</b>
Parents and carers of CYP with SEND	Focus Groups; Survey Monkey	Local Offer website; Barnet Parent Carer Forum; SENDIASS; and through Special schools and Additional Resourced Provisions (ARPs)
Barnet schools, including Special and mainstream schools	Discussion at meeting with all headteachers Discussion at meeting of Special School heads	School Circular
Sixth-form and FE colleges	Emails and discussion with college Principals	Email
Partners from Health and Social Care	Discussion at the SEND Development Group	Email
Children and Young People	The Barnet Development Team Youth (BDTY); Focus groups	The Barnet Development Team Youth (BDTY); Local Offer Website; through Special schools and Additional Resourced Provisions (ARPs)

## 6. Consultation and Engagement Plan

<b>Level of Engagement</b>	<b>Specific Group</b>	<b>Method</b>	<b>Dates</b>
Consultation on Future Provision for SEN in Barnet	All stakeholders	Consultation on Engage Barnet	Mid-June to 23 July 2019
Briefing to, and discussion with, parent-carers	Parents and Carers of CYP with SEND	Meeting of Barnet Parent-Carer Forum. Briefing for SENDIASS.	June 2019
Briefing to, and discussion with, Headteachers	All Barnet schools	Agenda item – Director’s meeting with headteachers	6 June 2019
Briefing to school governors	School Governors	Special briefing circulated to chairs and vice-chairs of governing bodies	Mid-June – 23 July 2019
Meeting with The Barnet Development Team Youth (BDTY)	CYP with SEND	Meeting with young people	Mid-June – 23 July 2019

**31 May 2019**