

SEND Steering Board

Tuesday 23 April 2019, 10.00 am - 12.00 pm
Maidenhead Project Centre, Reform Road

Present:

Kevin McDaniel (Interim Chair)- Director of Children's Services
Liz Kelsall (Vice-Chair) – Chair of PaCiP
Sarah Bellars – Director of Nursing and Quality, Clinical Commissioning Group
Cllr N. Airey – Lead Member for Children's Services RBWM
Helen Hannam – Deputy Head Teacher, Manor Green School
Alison Crossick – Associate Director for Inclusion (Interim)
Karen Cridland – Director of Children's Service, BHFT
Hannah Golec (Minutes) - Business Support Team Leader for CYPDSm Early Help and Education, AfC

Apologies:

Joolz Scarlett – Head Teacher, Manor Green School
Chris Tomes – Head Teacher, Churchmead School
Jennifer Humphreys – Communications and Marketing Officer, RBWM
Louise Kerfoot – Learning Disability Service Manager (Optalis)
Janette Fullwood – Head of CYP&F Clinical Commissioning Group
Debbie Hartrick – Designated Clinical Officer SEND, Clinical Commissioning Group

Minutes

1. Welcome and apologies

The Steering Board agreed for Kevin McDaniel to chair this meeting.
Helen Hannam attended as a representative for Joolz Scarlett.

The Steering Board reported that a primary school representative is needed now that Nick Stevens, former Head teacher of Riverside Primary School, has left the borough.

2. Minutes of last meeting, actions and matters arising

The minutes from the SEND Steering Board meeting on Tuesday 19 March 2019 were reviewed for accuracy and for actions outstanding:

- Alison Crossick to create a headline powerpoint - Alison Crossick reported this action is halfway complete and will be presented at the next Steering Board.
 - Hannah Golec to circulate information about Helios to the SEND Steering Board - action complete.
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- Inclusion Summit Planning Group - Alison Crossick discussed the progress with Suki Hayes and whether further input is required from senior management. Suki Hayes believes planning for the 2019 Inclusion Summit is currently on track.
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3. SEND Priorities and SEND Strategy

Alison Crossick reported that at the Implementation Group on 2 April 2019, the following leads were agreed for the four priorities :

1. Priority 1 - Alison Crossick, Rebecca Askew and Janette Fullwood (jointly led by AfC and Health)
2. Priority 2 - Helen Huntley (AfC)
3. Priority 3 - Helen Cross, Colin Symons (AfC)
4. Priority 4 - Kevin McDaniel / Alison Crossick with a nominated Health lead.

One nominated person will lead the task and finish groups to plan the actions behind the priorities. The difficulty is getting the right range of people to attend all meetings.

Mainstream schools are not currently represented at the Implementation Planning Group, however Alison Crossick reported that Nicola Green, Head Teacher of Datchet St Marys CofE Primary Academy, is interested in attending.

Action: Kevin McDaniel to request Clive Haines to attend the Implementation Planning Group and to identify a mainstream head teacher.

The SEND Strategy will be extended for a year and refreshed. School representatives need to be identified and a date set for when the strategy will be republished. The strategy itself is relatively loose but it needs to match the priorities.

4. Data and Annual Trends Report

An annual trends report needs to be published to satisfy the Written Statement of Action.

Achieving for Children / Local Authority data:

Alison Crossick reported it was agreed to look at very specific data, which is data we are currently collecting. Alison Crossick presented the 2018-19 data to the SEND Steering Board, reported monthly. To report this publicly, the same data needs to be collated for the previous two-three years to show trends, which will be accompanied by written dialogue to demonstrate the "so what?" aspect.

Alison Crossick also reported there is additional, national SEND support data. However, there is concern that it cannot be used confidently, and that the data has never been audited. Helen Hannam stated there is a concern that SENCOs have different ideas of what SEND support looks like, and therefore a focus is that consistency is first required between schools. Kevin McDaniel understand that schools will have a conversation with parents, and if schools are being more inclusive, the number of children classed as SEND support would lessen. The proportion of those at mainstream ranges from 0-6%, which can be interpreted as being inclusive, or not. If a school records their SEND support at 0,

it may be that parents interpret this as positive and the school has a fully inclusive approach to learning for its pupils, however it may be interpreted that the school does not recognise additional needs and therefore they are not approached by parents for this reason.

Helen Hannam noted there should be more transparency between schools. Kevin McDaniel stated schools can be named, but we need to be mindful how we do it as it is about the range. The raw data can be displayed but it needs to be displayed correctly with a graph comparing last years and this year's data. Helen Hannam believes it should show the type of need; the SEN register is a living document which is why it needs to be a snapshot over time. From a SENCo perspective, they hold and report the needs of every child.

Liz Kelsall questioned how she would use this data, as a parent. Kevin McDaniel noted it is the message we are giving; we want to be an inclusive borough and for every school to meet the needs of our children and young people. The question will be whether parents select a school because the number of children with SEN support is low, or do they visit the school to find out why their numbers are low. It was also noted there are schools with very high numbers because they have a resource unit. However, as a parent, your child should be able to attend a local school unless the needs of your child is very specific. Liz Kelsall stated that for primary school you naturally expect to attend your nearest school, but for secondary school it is a different approach.

Alison Crossick reported the data captures all children with an Education, Health and Care Plan which includes all boroughs, not just those who are residents in our borough. Alison Crossick also noted that reporting the type of need may encourage parents to choose a particular school because of what they have heard, and therefore not necessarily choosing a school for the right reasons. The data needs to be objective.

Reporting on the SEND category of need, the data looks like there is a change in primary need but this is due to the data being recorded more accurately. There has been a lot of work with schools and the local authority to determine what the needs of the child are as historic data has been recorded inaccurately.

Reporting on the number of EHC requests, there is an increase in requests around the end of term when schools have the time to submit paperwork. There is a continual increase so the number of plans ceasing is fewer than the number of requests coming in. There are fewer requests for early years as they use the SEN early years fund and tend to have better SEND support.

Data from schools also needs to be included and feedback from children. The data needs to inform us of trends, the changing picture and how we meet the requirements of the children and young people in our borough.

Liz Kelsall also asked for information about whether our children and young people are being educated within the borough or out of borough. Linking up to the priorities, we should look at whether we are supporting children locally or out of borough, and whether they are in mainstream or non-mainstream schools. Alison Crossick reported we have a number of children who are in schools in Slough because that is their local school.

Sarah Bellars asked about a good news story about schools being more inclusive. Kevin McDaniel noted that the rates of children with SEND support and children with an EHCP will be compared from this year and the year before, so the individual school will tell that story. Alison Crossick stated three or four schools should be asked to do a case study. We want to create a culture where it is ok for parents to ask schools about their story and for them to compare.

Helen Hannam suggested Kelly Nash completes a SEND audit, for consistency, as an independent person. This will provide case studies, consistency and valuable data.

Action: Look at how to summarise schools EHCP and SEND support data, and whether schools should be named.

Kevin McDaniel noted attainment, or progress type data, should be included. Schools should be listed either alphabetically or geographically. Helen Hamman also noted attendance data is key, however some schools will not provide their data and some data will not be accurate.

It was agreed that data will be reported over the school year. Looking at our data sources, Health data is available at quarterly intervals and the census which is public data is available in the spring. Liz Kelsall noted that the Inclusion Summit will feature a 20 minute section on data, which includes both the presentation and opportunity to ask questions. We want to give meaningful information to the audience; including numbers, trends and what we are doing about it.

Cllr Airey stated that the data will be on the Local Offer, which should be accompanied by a narrative for all audiences. The annual trends report should tell the story. There is a whole borough trend data on the DfE website, which we can download or provide a link to. It was agreed a section would be created on the Local Offer for "Local Data".

Health data:

Karen Cridland reported the number of Education, Health and Care Plan requests received in 2018-19, and the total number completed within six weeks. There were fewer requests received in quarter 3.

Waiting lists are reported by exception (waiting times over 18 weeks). There needs to be a narrative accompanying the data to explain what we are doing about the waiting list.

Alison Crossick noted the difficulties when there is a tribunal order for OT and SALT as we cannot fulfil it. Karen Cridland stated there is a jointly commissioned service for OT that was set up in 2009 and has not been reviewed since. OT is being discussed at the Joint Commissioning Board. The data reported for OT is for Slough and RBWM; data reported for ASD and ADHD waiting lists is for East Berkshire.

Helios assessments are being completed for some children and young people on the waiting list for ASD Assessments.

BHFT have a contract with RBWM, Slough and Bracknell, and Sarah Bellars reported that health is changing to be more "borough based", so future data may be reported by borough.

For the annual trend report, BHFT agreed across all three Local Authorities to share data reporting by exception, but there is other data that BHFT collates. PaCiP data and family experience:

The annual trends report will also feature data from PaCiP's annual report, which is readily available.

Alison Crossick also reported we have feedback from our families about their experience in the service, relating to the four Inclusion Charter principles. The data has not been shared as responses need to be themed first. To date feedback has been received from 26 families with a new EHCP and 26 families with amended EHCPs. The data will be shared once the responses have been themed. Kevin McDaniel advised families should continue to be called for feedback on their experience of the services.

Alison Crossick further reported focus groups have also been completed by an assistant psychologist, with children with varying range of needs in five or six schools. This feedback is currently being collated and a group of children and young people are being identified for Ofsted.

5. Inclusion Summit Update

Alison Crossick discussed the progress of the Inclusion Summit with Suki Hayes and whether further input is required from senior management. Suki Hayes believes planning for the Inclusion Summit is currently on track. Liz Kelsall reported the key message has not yet been tied down.

Sarah Bellars noted the initial ambition was to demonstrate that we are inclusive, year on year. Cllr Airey also noted it is also to be held to account, publicly and transparently.

Liz Kelsall stated she believed we will struggle to get parents to the event as it is being held at the Town Hall and because of the parking issues. Parents need to leave the event knowing something new, so this would be a good platform to launch the Inclusion Charter Mark.

Kevin McDaniel believed the message will be that inclusion matters, and informing all attendees of what the successes have been, what we are working on and what is happening in specific services. We need to have key headlines and progress, and to celebrate what we have achieved.

Cllr Airey suggested we ask questions from parents in advance. With regards to the parking issue, we can ask for receipts to be kept or Nicholson's charge £2 for four hours of parking, so the timing of the event could be changed and made shorter.

Action: Mock agenda to be presented at the next Steering Board meeting.

6. Outstanding Actions, Evidencing Impact, Future Action Plan and Next Steps

Alison Crossick noted there are some actions that have been green rated for a period of time, so for some actions they may never reach the stage of being embedded.

Action 1.2 d - Kelly Nash is working hard on this action and believes 80% of schools will be signed up to the Inclusion Charter by the end of July 2019.

Action 2.3 a ii - this action has been completed and therefore turned blue.

Sarah Bellars noted concern about Theme 8, looking at the Written Statement of Action from an external perspective. Alison Crossick reported issues around having the time to complete the work, and getting schools on board. The work with schools to use the funding initially was really hard, and therefore we needed to go for a different approach. The approach now is looking at capital bids for resource units, though schools have to agree.

Action 8.1 a - Schools are asking for a judgement on revenue for the next three years, and therefore may not want to spend money on a resource unit that will not be there in three years time.

Theme 8 is around joint commissioning: a tripartite panel for complex cases has just been signed off with agreement from the LA, CCG and Health, including psychiatry involvement. The first panel is in May 2019. Alison Crossick stated the actions were initially about joint commissioning, but it was later agreed for the action to be about aligning the contract. Kevin McDaniel noted the Joint Commission Board aims to understand where the current opportunities are, by seeking opportunity to try a new alternative rather than trying to unpick the current situation.

Local decision making outweighs joint commissioning for some things. The progress needs to be accurately reflected in the 'progress headlines' of the Written Statement of Action. Alison Crossick reported she is working with Slough and Bracknell, so is aware of what their contracts are.

Kevin McDaniel reported there was a view some services are neglected because of the funding, however we are providing services much better than previously and they don't necessarily need to be joint commissioned to deliver.

Action 8.2a - Adopting Slough's new banding will be proposed at schools forum, as it feels right to follow the same matrix as much as possible.

Action: The progress headlines for amber ratings needs to be reviewed

7. AOB

Alison Crossick has put together a structure chart to show governance and accountability, which will be circulated.

Cllr Airey noted the Inclusion Charter can be displayed in community boards.

8. Date of next meeting

Wednesday 05 June 2019, 12.00 pm – 2.00 pm, Desborough 2 Town Hall
