

## Our Vision

PaCiP is a group of parents and carers who have children and young people with any kind of special educational need or disability however big or small.

Our vision is that our membership is representative of children and young people with and without a specific diagnosis, with and without an EHCP, in special school, in mainstream, home schooled, in any kind of education or indeed none at all.

Through effective participation, co-production, co-evaluation with the people that provide services and support to our children and young people, our vision is to improve the quality of the services they receive both in school, at home and in the community, and therefore enable them to achieve to their maximum potential.

## Our Mission

PaCiP is currently a small, welcoming, positive, forward thinking group of courageous parents and carers whose mission over the coming 2 years is :-

- To grow a quality membership of parents and carers who have a desire to participate and share our vision.
- To be the first choice, as the group to come to, of our children and young people’s service providers, for co-production, participation and consultation
- To be involved at a strategic level with education, healthcare and social care leaders, to make a difference to the provision and outcomes for our SEND children and young people.
- To be proactive in identifying opportunities that will improve the outcomes for our children and young people and have the connections within education, health and social care to get these listened to in a considered way.

## Our Values

PaCiP’s success will be dependent on its core values of:-

- ✓ Inclusivity – all RBWM SEND parents and carers are very welcome regardless of disability, school, age, sexuality, gender, ethnicity, or any other characteristic.
- ✓ Transparency – we want to talk openly about what we’re doing and have input from local families.
- ✓ Effective communication – we want to be well informed, and in turn we want our members to feel well informed about things that they can influence
- ✓ Being a good listener – we are not able to do anything effectively unless parents and carers talk to us, and tell us what would make a difference. We will listen and use all relevant and appropriate information constructively.

## PaCiP Committee Members – Bios

Liz Kelsall – Chair



I have 2 children, 8 and 15 both with SEND. One has a Chromosomal deletion, with hearing impairment, ASD, sensory processing, anxiety, selective mutism and a heart defect; and the other a rare autoimmune disorder, social anxiety and dyslexia. My oldest child has an EHCP and my youngest receives SEN Support.

Since having my children I have been a school governor for 8 years, including the Chair for 5 of those. I have also been involved in various Local Authority feasibility groups and working parties. I am passionate about ensuring every child has every opportunity to perform at their best and was involved with the Parent Carer Forum 9 years ago and trained to be an Independent Parent Supporter with Parent Partnership.

Before children the majority of my work was in retailing - as a trainer, customer services management and merchandising & display.

Catherine Saini – Treasurer



I live in Maidenhead.

My son who has recently turned 18 has Cerebral Palsy with complex needs and is an independent wheelchair user. He attends an out of Borough non-maintained special school/college as a residential student.

When I retired from the Banking and Financial sector I worked for a number of years in the Resource Unit setting of a mainstream primary school as a Conductive Education Assistant supporting pupils with physical disabilities and sensory needs.

At the present time I sit on the Governing Board as Parent Governor of my son's school/college.

Lisa Vickers – Secretary



I have two children, a son aged 16 who has Athetoid Cerebral Palsy and a daughter aged 11 with no additional needs. My son is educated outside the Borough and has an EHCP and is currently in post 16 education.

I left my career in Electronics as a Senior Accounts Manager in 2006 and have since spend time supporting my children and being an active supporter at their respective Schools, Parent Governor at our local Special Education Needs School, and most recently as Chair of the PTA of my son's School.

As a PaCiP committee member, I have helped organise many of PaCiP's Launch and Christmas Events and Participation Training Events and supported Liz and the rest of the Committee in many of the post Local Authority Inspection initiatives.

Chris Tate– Committee Member



I have 2 children - a son who is 16 years old with special needs, who attends a special school which he loves. He has hydrocephalus, ASD and Scoliosis. My daughter is 11 and attends a local middle school.

My background is in sales and marketing, which I left before having children to spend a year travelling around the world. Since having children I have taught swimming part-time in both a special school and mainstream school and also a teaching assistant and 1:1 support in a primary school.

I am currently a PTA member at my son's school, and a member of the communication working group. I am looking forward to a new challenge, joining the PaCiP team to work with the borough to help deliver a better future for our SEND children.

## PaCiP Management Committee Roles

### For ALL Roles

*PaCiP's constitution states that members must be a parent / carer representative in order to stand for a management committee role*

*All Committee members take an active role in participating and co-producing with service providers on a variety of Steering groups, working parties and task and finish groups as well as their individual management committee roles detailed below.*

### Chair

- Responsible for, and oversight of, participation, co-ordination and communication with LA, Schools and other educational providers, CCG, Health, Social Care, Councillors and other service providers. Ensure governance and compliance of PCF.
- Oversight of membership database.
- Co-ordination of parent / carer views and feedback, design of capture methods and data analysis.
- Development of Parent / Carer Reps, organisation of regular Rep communication, meetings and support.
- Oversight of website development, Facebook usage and other social media
- Chairs Committee meetings
- Ensures the forum feeds into the national SEND agenda where appropriate
- Working with the Treasurer responsible for grant monitoring and grant applications from Contact / DfE

### Vice-chair

- Supports chair with the above and deputises in the Chair's absence.
- Supports event management.
- Oversees public liability insurance and health and safety matters
- Uses social media to keep upto date with other forums and local area issues and events.
- Leads research projects / topics as requested by Chair
- Is admin on Facebook pages and oversees Twitter account

### Secretary

- Supports the Chair with committee meetings – produces minutes and keep records of actions.
- Ensures electronic copies are filed correctly and are upto date.
- Manages policy timetable
- Proof reads newsletters and other communications
- Takes minutes at forum led events
- Supports Chair with data analysis and membership database.

## Treasurer

- Responsible for all finance related policies.
- Asset management.
- Working with the Chair, responsible for grant monitoring and grant applications from Contact / DfE
- Regular reporting to management committee on areas of under and over spend
- Expense and remuneration management for all PaCiP members – ensuring that all comply with the policies agreed.

## Event co-ordinator

- Works with Chair to organise participation events, forum meetings, training, workshops, AGM etc..
- Takes responsibility for finding venues, arranging catering and ensuring budgetary targets are met
- Supports Chair with capture and analysis of parent / carer views
- Writes newsletter and news updates for website and social media