

SEND and Alternative Provision Strategy & Partnership Board

9 January, 11.00 – 13.00

Parham Room, County Hall North, Horsham

Brian Pope, Independent Chair

WSSC

Steve Nyakatawa, AD Education & Skills
Claire Prince, Head of SEND & Inclusion
Claire Hayes, Head of Early Help
Vince Clarke, Children First Transformation Director
Louise Warren, Senior Improvement Lead
Kathryn Kellagher, SEND Development Officer
Karen Furse, Head of Standards & Effectiveness
Wanda Parker, Service Manager (rep for Louise Fox)
Vicky Richardson, Head of Practice Improvement and Inspection
Amy Leftwich, rep for Fiona Mackison
Marie Foley, Head of Data, Projects and Systems

Education and schools

Mark Wignall, Head, Downlands Secondary
Simon Brown, Head of SEND, Chichester College
Gillian Santi, Governors Association

Parent Carers

Rowan Westwood, West Sussex Parent Carers Forum

Health

Caroline Tozzi, Integrated Care System Health Lead
Kate Courtney, Designated Clinical Officer, maternity cover

Councillor Representative

Jacquie Russell, Cabinet member
Jay Mercer, CYPSCC rep

Apologies

WSSC

Lucy Butler, Director of Children's Services
Jenny Boyd, AD Children's Social Care and Early Help
Loretta Rogers, AD Adult Operations
Louise Fox, Head of Service Assessment and Family Safeguarding
Grace Fairbourn, Early Years SEND Lead
Fiona Mackison, Public Health Strategic Commissioning Lead
Sarah Clark, Head of Virtual School

Education and schools

Louise-Isa Gada, Littlegreen Special school
Helen Ball, St Anthony's Special School
Representative of primary schools
Claire Kenyon, Busy Lizzies, Early Years
Doug Thomas, Head APC

Health and Commissioning

Jacqui Parfitt, Service Manager and Development Lead, Joint
Commissioning Unit

1. Reflections on the Ofsted & CQC SEND Local Area Inspection

See attached Headlines slide – please note, this is not to be shared beyond this group. We hope to get the published Ofsted Report on 7 February.

- The inspection findings aligned with our SEF and confirmed our identified areas for development.
- There is a huge amount of work to be done to improve the lived experience of children and young people with SEND and it can't all be done at once. The improvement plan will set achievable timelines which can be monitored by this board.
- From the health perspective, the inspection was a useful experience and they found the daily catch up particularly helpful. The admin support was excellent.
- Employment figures for CYP with SEND are particularly low in West Sussex.
- SB was at a Regional Network meeting today and for the first time, they discussed using the high needs budget to fund this area.
- BP to link SB with South Downs College to see the work they are doing around supported apprenticeships (aligns with PW5).

Actions:.

- 1.1 -BP to liaise with SB re visit to South Downs College to discuss supported apprenticeships

2. Update from the West Sussex Parent Carer Forum

See attached presentation.

- Currently have two surveys planned, one on Short Breaks in February. The other one is on the use of private assessments. RW offered to share the questions included on the private assessments survey before it is published and is happy to include additional questions.
- The forum has capacity for a further two surveys this academic year and welcomes suggestions for topics. It was suggested that this should be discussed in PWG6. Suggestions from the board were:
- Parental feedback on prioritisation of actions in the Implementation Plan. We have a lot to do and it would be useful to have their views on the sequence of actions.
- SEND Under 5s: it would be useful to have parent carer input about starting school and what was/would have been useful in Early Years to support the transition.
- The Lived Experience training provided by the WSPCF was well received by Early Help, particularly around the emphasis on language; it was also well regarded by the SENCOs on the SENCO Development Programme.

Actions:

- 2.1 RW to share the survey on the use of private assessments with CP and VC. – **RW**
- 2.2 VC to liaise with RW over a possible survey on parent feedback on prioritisation of actions in the Implement Plan. - **VC / RW**
- 2.3 CP to liaise with RW over a possible survey on Early Years and the transition to school. – **CP / RW**
- 2.4 2.4 CH to contact Laura Mallinson about extending the Lived Experience training to more staff in Early Help. – **CH**

3. EHCP Recovery Plan and Data dashboard

See attached documents – EHCP Recovery Plan, Performance Metrics, and Briefing Notes SEND Outcomes

The **EHCP Recovery Plan** is to report on three key aspects:

- That the number of EP assessments completed is increasing each month
- That the number of EHCPs issued by SENAT within 20 weeks is increasing each month
- That the backlog of EHCNAs is being reduced.

Issues raised:

- While our focus is on reducing the backlog and the number of weeks it takes to issue an EHCP, we must also be mindful of workforce recruitment and retention.
- In addition to monitoring the timeliness of EHCPs, we also need data on attainment, employment, attendance and persistent absence rates.
- There should also be a focus on reducing the need for assessment
- The December figures for EP assessments are affected by the fact that there were only 10 working days when assessments could take place at schools.
- SENAT projections need to factor in Age Phase Transfers (statutory requirement to complete these by 15 February) and the induction / training of new staff.

It was agreed that we need to work with SENAT and the EPS to agree on the data and the business narrative around it. Targets will need to be recast and they will aim to present again at the March Board meeting. The Board wants to:

- Monitor how many EHCPs are finalised in 20 weeks, 20-25 weeks and so on, with the average number of weeks reducing.
- See analysis around where the blocks are in the system and the plans to address them.

The **SEND and Inclusion Performance Reporting Plan** will be based on the framework in the attached document:

- CYPL SEND Performance Report
- SEND and AP Inclusion Dashboard (DfE prototype being tested by Local Authorities)
- SEND Outcomes Framework (partnership workshop planned to develop this on 2 February)

Actions:

3.1 Invite Andrea Morgan and Karen Spencer to a future board meeting, possibly March, to provide the business narrative around a revised data set and targets. – **CP / MF**

3.2 Clarify numbers of EP assessments completed each week. – **CP / MF**

3.3 Provide data showing how many EHCPs are completed in 20 weeks, 20-25 weeks, 25-30 weeks, and so on. – **CP / MF**

4. Improvement Plan

See attached presentation **PWG Highlights Report Jan 24**

The six working groups report into the Area SEND Partnership Improvement group, which will in turn report to the SEND-AP Board.

The board needs to decide how it monitors the PWGs – e.g. we could focus on one PWG each month, or ask for quarterly reports.

It was noted that for those working in schools, this all felt quite remote and that it was important to have school and governing body representation in appropriate working groups.

Actions:

4.1 BP to confirm how the PWGs will report into the Board - **BP**

4.2 Consider how to include school and governors' voice and perspective in the working groups. **LW / CP**

5. Delivering Better Value (DBV) and Change Partners Programme

See attached presentation.

To be revisited at a future meeting.

6. Any other business

- Governing bodies: how can they best support SEND.
- KF and GS to pick this up outside the meeting.
- NDP operational and strategic groups: RW raised a concern that they have been cancelled in December and January.
- CT advised that the ICB is in the middle of a re-structure and confirmed the strategic oversight group has been rearranged for the end of January.
- CT will update the board on the restructure and new staff in place