

SEND and Alternative Provision Strategy & Partnership Board

22 May 2024, 15.00 – 17.00, Old Court Room, Assembly Rooms, Chichester

Brian Pope, Independent Chair

WSSC

Lucy Butler, Director of Children's Services

Jenny Boyd, AD Children's Social Care and Early Help

Claire Hayes, Head of Early Help

Claire Prince, Head of SEND & Inclusion

Vince Clarke, Children First Transformation Director

Kathryn Kellagher, SEND Development Officer

Daniel Ruaux, AD Corporate Parenting

Grace Hall, Early Years SEND Lead

Marie Foley, Head of Data, Projects and Systems

Nadia McGarry, SEND Improvement Lead

Rebecca Doody, Lead for PWG 6 Co-production

Graham Olway, Head of Organisation and Planning

Education and schools

Simon Brown, Head of SEND, Chichester College

Zoe Gordon, Head North Mundham

Health and Commissioning

Sally Kean, Children's Commissioning Manager

Parent Carers

Rowan Westwood, West Sussex Parent Carers Forum

Apologies

WSSC

Loretta Rogers, AD Adult Operations

Fiona Mackison, Public Health Strategic Commissioning Lead

Louise Fox, Head of Service Assessment and Family Safeguarding

Vicky Richardson, Head of Practice

Amy Leftwich, Public Health

Karen Furse, Head of Standards & Effectiveness

Improvement and Inspection

Sarah Clark, Head of Virtual School

Education and schools

Claire Kenyon, Busy Lizzies, Early Years

Mark Wignall, Head, Downlands Secondary

Doug Thomas, Head APC

Phillip Potter, Head Oak Grove College

Health and Commissioning

Caroline Tozzi, Integrated Care System Health Lead

Kate Courtney, Designated Clinical Officer, maternity cover

Parent Carers

John Clifton, West Sussex Parent Carers Forum

Councillor Representative

Jacquie Russell, Cabinet member

Department for Education

Liz Flaherty

1. Action Log

Nov 23 Action 5.1 WSPCF presentation on parental feedback. CH to follow up with RW.

Nov 23 Action 5.2 Set up face to face meetings with parent carers. RW and CP to discuss in their monthly catch up.

Jan 24 Action 4.2 Governor representation in PWGs: Kathy Lockyear has a group of governors involved in the work of PWG1 Mainstream and Universal Provision. Close action

April 24 Action 2.1 LAIP benchmarking tool – Working group met on 22 May and a draft has been sent to DfE.

May 24 Action 1.1 KF to identify a governor representative to sit on the board.

2. EHCP Response Plan

See attached presentation.

There has been a small decline in the timeliness of EHCPS completed in 20 weeks. This is because SENAT has had two focus weeks on tackling the backlog. These focus weeks have been successful – SENAT issued 144 final EHCPS and there are a further 97 draft EHCPS waiting to be issued. We have been able to analyse where the pinch points in the process are and have identified that out of those 97 draft EHCPS, 50 are waiting to be checked by a team manager. There will be further focus weeks through August to reduce the backlog before the restructure in September.

We will present the new targets at the next board meeting and our aim is to work at the national average by July 2025.

From September, the new configuration of SENAT into dedicated teams as opposed to area-based teams will mean work will not have to be funnelled through a small group of team managers.

SENAT has recruited 8 new Planning Coordinators, who should be in post by end of July. There are several other posts within the SENAT Business Plan and the aim is to have everyone in post by 1 September working in the new teams.

- We need to consider how to communicate the restructuring of SENAT to schools and parents.
- During the first Beat the Backlog week, families were given a central email address. It wasn't used in the second week as it seemed to create anxiety for parents but it could also be an effective way to manage communications with families.
- Annual Reviews – These are carried out by schools who then submit the paperwork to SENAT to process and identify changes to plans within two weeks of receipt. The 54% refers to the SENAT processing figure which we are aiming to improve through the reconfiguration of the SENAT team.
- It would be useful to see how many annual reviews are amended at transition points and to have the data broken down by key stage.
- Generally, Null is a result of a data error – MF to investigate.
- Disagreement resolution:
63% went on to assessment. Out of those refused, how many go on to appeal and then end up having an assessment. MF to provide data.
Of the 200 appeals, how many went to a hearing? MF to provide data.

ACTIONS:

2.1 MF to investigate Null data errors

2.2 What percentage of the 37% that were refused to assess went on to appeal and then ended up having an assessment?

2.3 Of the 200 appeals, how many went to a hearing?

3. Update from West Sussex Parent Carer Forum

See attached presentation.

Grainne Saunders will be running a Parent Carer Wellbeing programme in the autumn term.

ACTIONS:

3.1 RW to share details of the Parent Carer Wellbeing programme with board for promoting with schools – eg SENAT could send it out to parents when they get an EHCNA request.

3.2 WOWSI – add update to Forward plan.

4. Improvement Plan: Partner Working Groups

PWG 6: Co-production

- Useful to have the defined purpose of PWG6:
- To improve authentic participation across WSCC children's SEND services and to engage ALL stakeholders in positive change from start to finish, ensuring high impact, improving the lived experience of CYP with SEND across West Sussex.
- The work on the Outcomes Framework is reporting into Workstream A to ensure its inclusion in the reporting structures.
- The co-production panel will be fully operational by September. It will be monthly, not quarterly.
- There are elements around practice improvement, eg the co-production panel, but PWG 6 is also about culture change – leadership and integration.

ACTIONS:

4.1 RD to link with Nadia McGarry who can suggest contacts in Surrey County Council around development of a training programme for staff to support CYP with participation in the decision-making process. To be brought back to the board at next PWG6 update (January 25).

5. Update on Special School Place Planning

See attached presentation which was also shared recently with head teachers.

- Fewer children with SEND are placed in mainstream schools in West Sussex than in other local authorities. This was shared in the recent head teachers' briefing and was a challenging message for schools to receive. We recognise that the feeling on the ground is different to what is on a piece of paper and as a SEND partnership, we have collective responsibility for our children with SEND. The DBV projects are centred around supporting mainstream schools to meet the needs of CYP with SEND competently and effectively.
- Slide 5 Mixed Model of SEND Provision pyramid
 - request to have this displayed with numbers, and to have one for West Sussex figures which we can show against a national triangle.
- DfE Impower Valuing SEND tool: we chose not to implement this but are instead developing our Inclusion Framework, OAIP and Outcomes Framework.
 - The OAIP is being reviewed as part of the DBV programme. GH to contact SB to have post-16 involvement.
- WSPCF requested a focus on pastoral and wraparound care to support families to work. Schools which have developed their own enhanced mainstream offer

- have included pastoral care. We need to look at these, see what is working well and how we can replicate it. WSPCF to be involved when we take this forward.
- We need more special school places to meet current levels of need and are aiming to use facilities we already have rather than rebuilding.
 - We are looking for satellite sites, which special schools can use as an off-site provision.
 - We are seeing a decline in pupil numbers coming into primary schools, which offers opportunities to repurpose buildings. For example, spare classrooms can be offered as special school satellite sites. A number of schools have approached CP with spare space offers and the hope is that this will be a low cost solution, that will keep CYP local.
 - There are challenges in delivery and we need to identify what the blocks are in the property services and council as a whole.
 - There will be 320 places delivered by the free special school; site is yet to be determined and it won't be ready for three years from now.
 - We are looking into having SSCs built as standard by developers to help CYP have their needs met locally – a long-term objective.
 - Important to include health/special school nursing in special school expansion plans.

ACTIONS:

5.1 Slide 5 Mixed Model of SEND Provision pyramid – to be display with numbers, and to have one for West Sussex figures which we can show against a national triangle.

5.2 The OAIP is being reviewed as part of the DBV programme. GH to contact SB to have post-16 perspective.

5.3 GO to include health/special school nursing in special school expansion plans