

Minutes

Special Educational Needs and Disabilities (SEND) PARTNERSHIP BOARD

Thursday 24th September 2020

4pm - 6pm, Microsoft Teams Meeting

Present:	
ClIr Shaid Mushtaq (SM) (Chair)	Oldham Council, Cabinet Member for Education
Andrew Robinson (AR) (Deputy Chair)	Oldham Parent Carer Forum, POINT Chief Executive
Tony Shepherd (TS)	Oldham Council, Interim Director of Education (LA Local Area Nominated Officer)
David Shaw (DS)	Oldham Council, Assistant Director for SEND
Gerard Jones (GJ)	Oldham Council, Managing Director of Children's Services
Jodie Barber (JB)	Oldham Council, Service Manager – Youth Service
Andrew Shilito (AS)	Youth Voice Family Rep
Rebecca Fletcher (RF)	Oldham Council, Director of Public Health
Claire Smith (CS)	NHS/CCG, Dir of Nursing & Quality (CCG Local Area Nominated Officer)
Janet Wray (JW)	NHS/CCG, Designated Clinical Officer
Debra Woodruff (DW)	Oldham College, Deputy Principal - Further Education
Alan Benvie (AB)	Oldham College, Assistant Principal - Further Education
Mark Crilly (MC)	Oldham 6 th Form College, Assistant Principal – Further Education
Sue Callaghan (SC)	Mainstream Primary - Headteacher
Anne Redmond (ARe)	Special Schools (Primary and Secondary)
Paula Healey (PH)	Oldham Council, Head of Early Years
Paula Green (PG)	Oldham Council, SEND Service Manager
Gavin Lyons (GL)	Newbridge School, Headteacher
Donna Lewis (DL)	Oldham Council, Head of Inclusion and Post 16
Andrea Greenwood (AG)	Parent Carer Forum
Jannette Olsen (JO)	Universal Health Services, Currently Bridgewater
Elaine Robinson (ER)	SENDIASS
Victoria Caldwell (VC)	Oldham Council, Programme Support Officer
Apologies:	
Jayne Ratcliffe (JR)	Oldham Council, Director of Health and Adult Social Care and Community Services
Charlotte Walker (CW)	Oldham Council, Head of Service- Adults with Learning Difficulties and Autism
Karl Newell (KN)	Mainstream Secondary - Headteacher
Siobhan Ebdon (SE)	Northern Care Alliance, Children's Community Services
Karen Maneely (KM)	Pennine Care, CAMHS/Mental Health/Specialist Services
Karen Worthington (KW)	Universal Health Services, Currently Bridgewater

1	Welcome, Introductions and Apologies
	SM welcomed everyone to the meeting and introductions were done by all. Apologies were noted.

<p>2</p>	<p>Recap and Current Position</p> <p><u>Partnership working and meeting attendance in response to written statement of action</u> GJ welcomed everyone to the new SEND Partnership Board and provided a strategic overview of the changing situation and progress made during and post Covid19 lockdown, and the challenges faced by students and schools returning this term. TS summarised some additional concerns that have been raised by the Board and the challenges that the SEND sector will face. CS identified some of the challenges that will occur from a health perspective and agreed that moving forward, by working together, will help to mitigate some of the risks. SM concluded that there will be learning occurring as we move forward in partnership.</p>
<p>3</p>	<p>SEND Governance</p> <p><u>3a. Governance Structure and Reporting (Partnership Board, TAB and SEND Workstreams) including (3b) Links to Learning Disability Board (Adults) and Children’s Alliance and Co-dependencies</u> CS presented the new SEND Partnership Board Governance Structure.</p> <p><u>3c. Partnership Board – Revised Draft of Terms of Reference</u> ARe asked for clarity regarding nominating a second to attend Board meetings if a member was unable to attend. DS clarified that a nominated deputy to represent the interests of their sector would be beneficial. The ToR were agreed by the Board.</p> <p>CS thanked the Transformation Assurance Board for their work on completing the new structure. SM thanked Board members for the contribution and expertise they bring to the partnership and requested Board members contact him or Chairs of the workstreams as appropriate. Noted that there is cross representation between the SEND Partnership Board, the Learning Disability Partnership Board and the Autism Way Forward Board as well as representation at the Childrens Alliance Board and the Health and Wellbeing Board. Also noted that there is representation from the sectors within the workstreams but possible to extend membership, if requested by the Board.</p>
<p>4</p>	<p>Co-Production and the Voice of the Child</p> <p><u>4a. Oldham’s co-production values and involvement levels and the Voice of the Child</u> AR reviewed the Co-Production Values providing an update on what co-production is, how successful it has been and the importance of using key stakeholders in decision making from the start of a process, ensuring it is fit for purpose for the service and its users. JB updated the Board that work to embed Youth Voice in all areas is continuing, using the co-production values and looking at new ways to incorporate the Youth Voice when linking to schools, colleges and other providers to ensure that all young people have the opportunity to participate. AR thanked members of the Board on behalf of parents and carers for their commitment to co-production especially during Covid19. CS thanked AR for the work done on co-production and co-production should continue to be embedded within the workstreams. JW thanked the families and young people for their contribution to the work that has been done by the workstreams especially during the Covid19 period.</p>
<p>5</p>	<p>Oldham’s Accelerated Progress Plan (APP) following SEND Revisit</p> <p><u>5a. Current working document</u> DS gave a presentation to the Board on the progress made since the Ofsted inspection. Key points included:</p> <ul style="list-style-type: none"> • APP has been submitted to the DfE and is being monitored despite not being formally reviewed due to Covid19 delays. • TAB has met regularly through the lockdown, continuing to drive the work and provide challenge. • DfE reviews occurred in April and July. The next DfE meeting will be in Jan21 • Updates provided on the workstream so far; EHCP (Area 3), Attendance and Exclusions (Area 5) and the Graduated Response. <p><u>5b. Priority Area 3 Quality of education, Health and Care Plans EHCP progress update</u> AR / PG updated the Board on the work of the Area 3 workstream which included:</p>

- Workstream organised into 2 focused subgroups 1. Annual review and recovery of plans, and 2. QA of plans.
- The annual review and recovery of plans subgroup is on track to achieve its November targets set within the APP.
- Updated plans are also included in the QA process.
- The framework for QA of plans has been revised.
- An internal audit showed that the number of Good or Outstanding plans has improved.
- Future work of the subgroup has been identified and organised into 'now and next' planning.

Noted that the workstreams should continue to drive a culture of best practise. Also noted that services should continue to work to the highest expectations.

5c. Area 5 Attendance, Exclusions and Attainment progress update

Update provided as part of 5a.

5d. Outcomes of DfE/ NHS England APP Monitoring Visit in July20

Update provided as part of 5a.

6 Performance Data and Quality Assurance

6a. SEND Data Dashboard – key data set analysis by exception

DS updated the Board that a group has been established to review the SEND Dashboard structure and extend the range of indicators which can be used to determine what actions should be undertaken and their potential impact. Noted that qualitative data is available and should also be collected and used when creating actions.

6b. SEND population in Oldham Schools

DS updated the Board on the current SEND population within schools. Noted that the data will be regularly updated and shared with the Board and other partners for use in decision making by the local partnership, providers and parents. Noted that the data is from Synergy so covers Oldham residents and DfE census data. Noted that conversations with partners using the data will generate different perceptions that will need to be shared. Also noted that, following a question from AG on the accuracy of the data (using examples from the secondary school data provided), DS responded that schools have different definitions for SEND Support and that this data can be used to trigger further conversations.

DL shared with the Board how the Graduated Response Toolkit will help schools to identify the needs of pupils with EHCP or SEND Support, providing consistency and changing practise which will impact positively on attendance and exclusions. Noted that training is available in the toolkit and a range of partners will review all the resources available and provide feedback. Also noted, that the toolkit has been soft launched with a larger launch later in the autumn term. Also noted that using the SEND population data alongside the toolkit should promote more consistency of best practise across all providers.

7 SEND Strategy and Development Plan – Verbal Update

Review of strategy and development plan in light of recent events and changes

TS updated the Board that the current SEND Strategy and Development plans set out aspirations to provide outstanding provision for all young people in Oldham and that new challenges over the next 6 months will need to be identified and risen to. A discussion was held on whether the current Strategy and Development plans are still relevant given recent times and new challenges.

Key points identified:

- The possibility of revising the plan to include APP and Covid19 challenges.
- The possibility of changing the timeframe of the plan (currently 2019-2023).
- The release of comms updates to promote the positive work that has, and will be occurring, during Covid19.
- Identification of common themes from the Covid response survey sent to parents/carers in March/April2020.
- Some areas of the plan can/does extend across into other areas e.g. Early Years and this work should also be captured and recorded.

	<ul style="list-style-type: none"> Consideration should be made of the core offer and the building blocks that are added on top. <p>ACTION: DS to arrange a review of the Strategy and Development plan by taking a snap shot in time, taking into account Covid19 plans and challenges, previous work around SEND, existing work from other areas especially Early Years and the universal pathways in Health and review the current position, the position for the next 6 months and for the next 2-3 years. The proposed plan for the the next 6 months should be brought to the next PB meeting in November. The longer term plan should be drafted during the summer term 21 to take account of progress made.</p>
8	SEND Key Priorities for Autumn Term– Verbal Update
	<p><u>8a. Discussion and suggestions and Covid19 Update</u></p> <p>DS updated the Board that as events and conditions in terms of Covid19 in Oldham are currently unstable, plans and strategies may need to adapt accordingly, and priorities identified. Noted that the partnership can share and support communications between the Council, schools and parent/carers. Also noted that litigation and challenge to Council's is a possibility and that work can continue despite the challenges and unpredictability of the times.</p>
	Any Other Business
	<p>AS provided an overview of the meeting, saying that the role of the Board is to bring the voice and the feelings of young people to the front of the table so they are the most important.</p> <p>AS asked how schools are ensuring pupil safety as they return to education. Noted that nearly all transmission is occurring outside of schools across Oldham and all staff are following the safety procedures and advice and being transparent about the measures being undertaken to keep everyone safe.</p>
	<p>Date of next meeting: Thursday 26th November 2020 1:00pm-3:00pm Microsoft Teams Meeting</p>