

10th October 2018

Autism Review Group Minutes

Present: Margot Nichols (Chair); Elaine Bridle (Fleetville); Penny Baker (Townsend); Anna Baillie-Lane (Crabtree); Laura Campbell-Pugh (Margaret Wix); Tara Fletcher (STAGS); Gemma Nash (LINKS); Karen Smith (STAGS);

Minutes taken by: Janet McPherson (DSPL7 Admin)

1. MN Welcome: welcome and thank you to all for attending this meeting. The meeting dates for the Senco/ASD Leads/ARG meetings for this year have been distributed. Topics for training during these meetings have been based on feedback received from last meeting (7-6-18).

2. Actions Arising:

- **Reminder** - ASD/SLCD Bids should be in by 15th October 2018
- Feedback from ASD Leads meeting attended by MN
 - AET Training: Level 1 and 2, take-up is very good, however poor take-up at Level 3 (SLT)
 - There is a high incidence of school refusers in Years 7 and 8. Parent support groups in schools have proved really useful for all

3. Sharing good practice

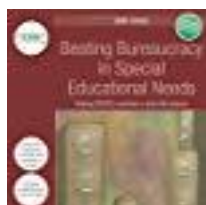
Recommended reading:

“When the Adult Changes, Everything Changes”



Available in paperback £14.77

Beating Bureaucracy in Special Educational Needs: Helping SENCOs maintain a work/life balance.



Available in paperback £27.76

- Penny Baker shared her ABC Chart (attached) – useful for collecting and recording facts about a student: lesson/time of day/lesson/mood/reaction/teacher etc - to ascertain area of need and target support needed. See attached documents.
- CPOMS - Highly recommended software for schools <https://www.cpoms.co.uk> being rolled out now. Can be accessed via mobile phone app – very user friendly
- SEND issues and initiatives can slip to ‘the back of the queue’ due to the time pressures on teachers, ideas for raising the profile of SEND and time saving processes were shared:
 - Emails to staff targeting a small number of relatively easy things to address works well
 - Allotting extra time to go through each SEN student’s report with them (1 – 2 times per year) found to be hugely beneficial
 - Google Drive and Google Docs are really useful means of collaborative communication and is very accessible
 - MINT – computer programme for lesson seating plans & additional information for every class is simple to use and effective. Can be shared with all teaching staff & TAs.

ASD Lead – Job description

Clarification on the ASD Lead Job description was requested.

Mental Health Leads – this is now the highest priority for many Senco’s. What additional support is available?

Margot will take these items to the Leads Meeting taking place tomorrow 11/10/18 and report back:

MN Action

The meeting ended at 12.05 pm

Date of next meeting: 16th January 11.15 am – 12.30 pm