

DSPL Board Meeting Minutes

Date: Wednesday 13 September 2017

Attendees: Amanda Abley **AA** (Aboyne Lodge); David Allen **DA** (LINKS); Serena Baker **SB** (Parent); Elaine Bridle **EB** (Primary SEND Lead, DSPL7 Manager); David Canning **DC** (ISL); Margaret Chapman **MC**, Chair, (STAGS); Daryl Cutts **DCU** (Educational Psychology ISL); Stephanie Dale **SD** (STAGS); Silvia Hundal **SH** (Area SEN Team Manager ISL); Margot Nichols **MN** (Secondary SEND & ASD and DSPL7 Manager); Sharon Swinson **SS** (Lea Primary and Nursery); Karen Thomas **KT** (DHT STAGS); Gillian Warwick-Thompson **GWT** (Parent); Sally West **SW** (Oaklands College)

Apologies Steven Houlton-Allen **SHA** (Collett, St Luke's & Forest House); Melanie Flay **MF** (Educational Psychology Team Manager ISL); Liz King **EK** (DSPL7 Administrator); Finola McManus **FM** (Parent); Jackie Stephenson **JT** (Prae Wood)

Minutes taken by: Janet McPherson **JM** (DSPL7)

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| 1. | Welcome and apologies MC welcomed all to the meeting and especially to new members of the Board. Apologies have been received from Stephen Houlton-Allen, Finola McManus and Jackie Stephenson | |
| 2. | Matters arising Amendments to minutes of 28 June 2017 Point 4 - ASD Bid invoices – 2 still outstanding. Final date to be given, end of September, if they are to be considered for further funding Point 5 – DSPL Plan 2017/18 – funding issues & concerns discussed in detail. New grant is coming soon (March 2018). Planning may be able to expedite proceedings. David Canning will share any pertinent information received. Point 6 - Bowmansgreen School are not continuing with Primary Provision | JM/EK follow up |
| 3. | Conflicts of Interest Dave Allen's brother-in-law is Head at Collett, St Luke's and Forest House Amanda Abley's daughter works at Watling View Margaret Chapman is Governor at LINKS Academy David Canning is parent of Year 8 STAGS student Serena Baker works for Advance as a trainer and coach | |
| 4. | DSPL7 Financial and Budget update/review – Budget Monitoring document distributed and details discussed. Funding has not yet been received from County. Additional Down Syndrome training for professionals and parents being arranged via Symboluk . Cost is approx. £800 per course (2 courses). Agreed in principle. Dave Allen offered LINKS as a possible venue. | SD GWT |

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| 5. | <p>Primary Behaviour Review update</p> <p>Note shared from Debbie Orton regarding the delay in an update on the PSB following submission of the formal application in the summer term. MC and DA had met with Martin Smith who assured that action was being taken to expedite the application but as yet, no action from the LA is recorded or has been communicated. Discussion and concerns expressed. Primary behaviour provision requires urgent action. Strategy and plans have been completed for new facility at LINKS site in Woollam Crescent, St Albans. This matter to be raised at the next SEN Executive meeting (GWT will attend).</p> | <p>AA</p> <p>MC & DA to meet with Pauline Davis and planning</p> |
| 6. | <p>Primary and Secondary SEN & ASD Lead Update</p> <p>The Operational Plan was circulated. Training is in place and commenced on 6/9/17. Newsletter - went out in July '17.</p> <p>Elkan (Speech and Language) - training cost now increased to £300 per person, up by a third. STAGS contributes half of the cost presently.</p> <p>MN attended DSPL Managers meeting. All areas are now working together. Annual report format to be more client-friendly going forward. Some funding is now available for additional training.</p> <p>Cherrie Demain will continue to work with Behaviour Leads, Cluster Groups and Circle Time programme. Sharon Swinson will put forward a Harpenden Head.</p> <p>Mental Health Training – not enough presently. Discussion of who is to provide this. Consider difference in funding now that Kelly Shaw has left.</p> <p>Trained staff in Primary schools in particular is thin on the ground and unable to meet demand.</p> <p>CAMHS - is now providing a new Mental Health help-line for schools. Awaiting telephone number.</p> <p>Autism Work Stream - training is now up and running – Tier 1 and Tier 2.</p> <p>ASD Library - is in place.</p> <p>SPACE – good support for their courses</p> <p>Simple Solutions with Sally Glossop is now running. The new ASD advisor will be coming from St Albans.</p> <p>David Canning reported that he had received very positive feedback from a Head teacher in this area regarding the high quality of support and communication they had received from DSPL7.</p> | <p>MN/EB</p> <p>MN to review reasons for price increase</p> <p>MC to review mental health provision and agenda item for next meeting</p> |
| 7. | <p>AOB</p> <p>No items raised.</p> <p>MC thanked everyone for coming and for their valuable contribution to the meeting.</p> | <p>MC</p> |

Date of next meeting – Wednesday 8th November 2017, 1.15 – 3.00pm at STAGS