

DSPL7 Board Meeting Minutes

Date: Wednesday 7th November 2018

Attendees: David Allen **DA** (HT Links Academy); Serena Baker **SB** (Parent); Elaine Bridle **EB** (Primary SEND Lead, DSPL7 Manager); Jamie Brown **JB** (HT St Helen’s); David Canning **DC** (ISL); Margaret Chapman **MC**, Chair, (HT STAGS); Melanie Flay **MF** (Ed Psych Team Manager ISL); Silvia Hundal **SH** (SEND Area Lead 0-25 ISL); Damien Johnston **DJ** (HT Margaret Wix); Margot Nichols **MN** (Secondary SEND & ASD and DSPL7 Manager); Androulla Peek **AP** (CEO, Director of Business, Spiral Trust); Christine Theakston **CT** (DHT St George’s); Gillian Warwick-Thompson **GWT** (Parent); Sally West **SW** (Oaklands College)

Apologies: Steven Hoult-Allen **SHA** (Collett, St Luke’s & Forest House); Stef Dale **SF** (Finance Manager Stags); Lisa Roberts **LR** (HT Sandridge);

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

		Action
1	<p>Welcome and apologies MC welcomed all to the meeting and especially to Androulla Peek, who will be taking over from MC in April 2019 when she gives up her role as DSPL7 Lead. Emails on this matter to County have received no reply. Apologies have been received from Stephen Hoult Allen, Stef Dale</p>	
2	<p>Matters arising Amendments to minutes of 12th September 2018 Point 2 – Feedback from Links & Collett Outreach – expected in January 2019 Point 4 – Action Point: Behaviour Leads list has been sent to Silvia Hundal Point 7 – Primary Outreach Worker – come back to this in January 2019 Point 8 – <i>corr:</i> MF <u>All</u> requests for EHC’s need evidence of ‘plan, do, review’ (not only IEPs) Point 8 – Sally West (Oaklands) MC to take this to Primary Heads</p>	
3	<p>Conflicts of Interest Dave Allen’s brother-in-law is Head at Collett, St Luke’s and Forest House Serena Baker works for Add-Vance as a trainer and coach David Canning is parent of Year 8 STAGS student Margaret Chapman is Governor at LINKS Academy Silvia Hundal is Governor at Links Academy</p>	
4	<p>Operational Plan Overview (MN) – documents distributed. Updated items in BLUE Points of note: Seed Funding Bids – Good and rapid response from schools. 54 bids now received. 3 example bids distributed. Three reminders have been sent personally to schools. ADD-Vance – referral forms for their specialist advisory & coaching service went out before half term. 8 received back so far. Further course for parents planned next term.</p>	

	<p>Behaviour Leads Training (Fiona Haynes at LINKS) – response to training programme and cluster groups disappointing. Decision taken to cancel at present.</p> <p>Sand Stories (DA) – 20 places are available and have been offered.</p> <p>SEND Quality Offer – All schools have been asked to confirm the name of their Autism Leads. The first Senco/ASD Leads meeting was on 10th October, training was given by specialist speech therapists on ‘Effective Observation and Assessment’.</p> <p>Down Syndrome Provision – 16 Referral forms for a visit from DS Advisor have so far been received.</p> <p>The following courses have been delivered this term: Developing Positive Behaviour & Social Interaction, 2 day course for professionals and parents - EY and Primary (26 attended); Primary & Secondary (13 attended).</p> <p>Developing Number Sense – training for EY professionals, (4 attended)</p> <p>Children & Young People – places on the Easter and Summer holiday play schemes have been funded.</p> <p>SIBS group continues to run. VISTA has received a grant from SADC for new equipment and resources for SIBS.</p> <p>Pupil Voice - initial meeting has been held with Melanie Flay re capturing pupil voice</p>	
5	<p>SEND Transformation Agenda (MC)</p> <p>Reference HCC document: 3 priorities – Development of local multi-disciplinary team, Maximising digital technology and Preparation for Adulthood.</p> <p>Currently is in the ‘Learning Phase’ moving on to ‘Planning Phase’.</p> <p>Jo King has been appointed to lead the project for the next 3 years.</p> <p>Consider how DSPL7 can support this project when planning for next year.</p> <p>MF – Suggests this could this be a regular Board Agenda item going forward</p>	
6	<p>Steps Training and Funding (DA)</p> <p>Meeting taken place with Adam Hayes (County) and Fiona Haynes (LINKS).</p> <p>33 schools have taken up Steps Training. Only 3 of these are secondary schools.</p> <p>A significant number are due for refresher courses in January ‘19.</p> <p>Lots of spaces are available on Feb and March ‘19 courses.</p> <p>There may be a link between schools with permanently excluded students and a lack of Steps Training.</p> <p>JB Cost to schools may impact on take-up. In addition is the time commitment (updates are currently 3 hours each) which is imposed. More flexible approach required.</p> <p>Early Years Steps is now being launched.</p> <p>GWT Adam Hayes reported to a recent parent rep meeting that parents are to be informed about the school Steps programme.</p> <p>MF will take these comments to Adam Hayes and will report back next time</p>	MF action
7	<p>Penn Resilience Programme (MC)</p> <p>Low take-up. Only 3 schools in this area have responded. STAGS has had very positive results. Cost, time-commitment and location may have influenced response. MF other programmes with similar content are available. MN Consider diverting funds to resilience training through ADD-Vance.</p> <p>Dr Kathy Weston https://www.drkathyweston.com – highly recommended – could she provide this training?</p>	

8.	<p>Early Years Autism Provision (MN) Early Years AET - The adapted training sessions have had a tremendous response. Courses already full for January 2019 and filling quickly for March 2019. Wellcomm Training (Speech and Language) course for Pre-school, Nursery and Early Years was over-subscribed in Sept/October and is being re-run in December.</p>	
9.	<p>Feedback (MN) Wellbeing Village in October – huge success – over 300 people attended. Very positive feedback. Action: Bring Evaluations for next time SPACE sessions – numbers seem to be dropping – unclear as to reason. Action: Raise with SPACE team SEND Information Evening for parents - on 14th November, Pauline Hickey and Gemma Wishart are presenting.</p>	<p>Action MN Action MN</p>
10.	<p>Post – 16 Transition Feedback (SW) Oaklands takes many students that have EHCPs. New post for EHCP co-ordinator has been advertised. Arrangements with some schools have been made for a transition period. In mainstream schools sufficient support is needed for 16+ children with SEND. Some students over 16 still need parental involvement. Kerry Lowe, Head of Dept. (L.I.F.E.) heavily involved. Oaklands works closely with their parents. Oaklands has accreditation from the National Autistic Society.</p>	
11.	<p>AET Training Oaklands (MN) Oaklands now has its own AET trainers.</p>	
12.	<p>Parent Voice Feedback (SB/GWT) Parents are very keen to receive training on understanding sensory processing needs – Action: GWT to re-send recommended contact to MN Zones of Regulation (Collett Outreach) has been delivered - 61 parents attended over 2 sessions.</p>	<p>Action GWT</p>
13.	<p>Financial Update (MC) – document distributed P3 – Error of accrual - £3352, could possibly be allocated for parent training. No other issues.</p>	
14.	<p>A.O.B Jamie Brown (St Helens) announced he will be leaving. MC offered thanks and appreciation for his contribution to the Board. His place will be filled by Steve Lloyd from Sauncey Wood School. Primary Support Base (DA) This process began 4 years ago. It is now in a ‘cooling off’ period ending on 16th November. However there is provision for only 6 children and the number of perm ex students is increasing all the time. Also the Budget allocation for setting-up costs is nowhere near enough. Grateful thanks for all support from Primary colleagues, however DA is now reluctantly considering walking away from this project.</p>	

Date of next Meeting: Weds 9th January 2019 1.15 – 3 pm @ STAGS