

DSPL Board Meeting Minutes

Date: Wednesday 14 September 2016

Present: Amanda Abley (Aboyne Lodge); Henrietta Brooks (Parent); Margaret Chapman, Chair (STAGS); Cherrie Demain (DSPL7 Manager); Liz King (DSPL7 Administrator); Paul Johnson (St Lukes); Jo Myles (SJL); Finola Murphy (Parent); Mary Newman (STAGS); Margot Nichols (Secondary SEND); Judith Pace (ISL); Jackie Stephenson (Prae Wood); Sharon Swinson (Lea Primary and Nursery); Gillian Warwick-Thompson (Parent); Sally West (Oaklands)

Apologies: Miraz Triggs (Batchwood); Dave Allen (LINKS); Leianne Bayliss (EY); Helen Booth (ISL)

Minutes taken by: Barbara Clunie (STAGS)

		Action
1.	Welcome and apologies Apologies received from Miraz, Dave, Helen Booth and Leianne Bayliss	
2.	Matters arising None	
3.	Conflicts of interest Item 6 for GWT	
4.	DSPL7 Finance Update - handout DSPL7 accounts form part of STAGS accounts that are audited in October. DSPL accounts have been split April to August and September to March to fit in with STAGS audit. Stef explained budget handout. B/fwd appears at bottom of report. Training income has been received from some schools. Costs for new staff will come through in September. Bowmansgreen charges were higher than expected. Bottom line is £250k £46942 c/fwd	
5.	Special Schools Workstream We have been allocated Collett, Woodfield provided sessions Watling View couldn't provide. This is still in discussion. Collett is further away than Watling View. There will be a further meeting on 29 September. Ian Palmer or Jenny Coles to be responded to regarding allocation. Watling View can only provide 88 sessions. No feedback had been received from Watling View at a meeting in March. To continue with Watling View feedback must be received. Margaret and Cherrie to contact Head of Collett on what they can provide.	MC/CD
6.	Staffing Update SENCO SLE from Fleetville Elaine Bridle was appointed as primary SEND lead role on last day of summer term. Aimee Belfield, Kelly Shaw are based at St Luke's overseen by Rachel. Charlotte Hamilton, Claire Tominey-Smith are at the LINKS with Stephanie Nunn, line management by Cherrie Demain. Mary Newman will have monthly meetings. Head Teachers to be notified where new colleagues are based. Staffing will be a standing item	

	on future agendas. Stephanie Nunn to report once per term and expectation to be clarified.	
7.	<p>EDG Proposal This is a formal teaching group with two sessions in the morning. No more than 10 children, which will be split into two groups of 4 / 5 in each group. This will start at the end of September. Marion Le Blonde will be not be able to buy resources. More information is required to make an informed view. Children will take part for 1-2 years.</p> <p>There are other groups around the country using this model. CD to contact re clarity on resources from Marion</p>	CD
8.	<p>Website Update The website is up and running, structure and layout is stable. Parents are using the contact form, 120 parents on database. List of board members and minutes are on the website and audited accounts will be added.</p> <p>Flyers to be put in library, civic centre, doctor surgeries. Feedback from facebook is good. Some schools are not receiving the flyers, they should be sent to the school SENCOs and Head Teachers through the head@ account. Flyers should be distributed at SENCO meetings. DSPL7 is a standing item at STASSH. There are 4,000 SEN in DSPL7, 590 children have EHCP statements.</p> <p>Calendar of events to be added to the DSPL7 website.</p>	LK
9.	<p>Secondary SEN ASD Lead Update - hand out Margot went through the handout - The next forum is Thursday 15 September, FSW will be introduced.</p> <p>Nurture equipment to move to St Luke's. Families in Focus meetings are running and evaluations will be shared. Support families leaflet was shared and this should be changed to Autism Family Support.</p> <p>SEN Village on 16 November 2016 at STAGS, save the date flyer to go out. Amanda Abley will mention SEN Village at the next Primary Heads meeting at the end of September.</p>	AA
10.	<p>Area Manager Progress Review - hand out Universal tier training starts tomorrow, third group of the training starts after half term. Malcolm Leigh to contact Heads' forum and give a session on exclusions. Training material will be put on the website. Leads to provide information on exclusions and case studies.</p> <p>SSWs have been employed and are based at the LINKS.</p> <p>MC and DA going to the Luton Unit early October.</p> <p>Behaviour Conference flyer was shared. Costings of offering places to support groups to be considered. It was recommended that Board parent representatives to consider going to Conference funded by the Board and cascade down. Board to consider a parent conference in the summer.</p> <p>Discussion on the presentation of the conference flyer, changes agreed.</p>	CD CD

	<p>There are monthly meetings with the partnership from Harpenden and St Albans.</p> <p>DSPL7 is half funding the steps training, CD to share the difference in the cost of changing to a refresher course.</p> <p>DSPL Leads to meet with Adam Hayes.</p> <p>Downs advisors have a new SLA.</p>	CD
11.	<p>Primary Behaviour Review Update</p> <p>Specifications being set out on what the 2nd and 3rd tier will look like.</p> <p>Next meeting is next week 1.30pm at STAGS.</p>	
12.	<p>AOB</p> <p>SEND inspection was circulated, board members were asked to read.</p>	

Date of next meeting: Wednesday 2 November 2016, 1.15pm at STAGS