

SEND Accountability Board NOTES

Title of Meeting:	SEND Accountability Board	
Purpose or Mandate:	Management of the Children and Young People's Service	
Date:	Thursday 3 February 2022	
Place:	MS TEAMS	
Time:	09:30 – 11:00am	
Attendees:	<p>Members</p> <p>Cllr Rachel Hood, Cabinet Member for Education, SEND and Skills - Chair</p> <p>Toni Wasag, Chair of Suffolk Parent Carer Forum</p> <p>Sue Willgoss, Suffolk Parent Carer Forum</p> <p>Cllr Jessica Fleming, Chair of Health Scrutiny Committee</p> <p>Cllr Chris Chambers, Assistant Cabinet Member for Ed, SEND & Skills</p> <p>Officers reporting to the Board</p> <p>Allan Cadzow, Corporate Director CYP</p> <p>Ros Somerville, AD Inclusion</p> <p>Optional attendees</p> <p>Sue Cook, Executive Director for People Services</p> <p>Nicola Beach, Chief Executive</p>	
Apologies:	<p>James Reeder, Cabinet Member for Children's Services</p> <p>Nicola Beach, Chief Executive</p>	
Invited Guests:	<p>Maria Hough, Deputy Headteacher SES, Wendy Allen, Programme Manager SEND</p>	
Minute-taker:	AC	
Distribution List:	SAB membership	
Item No.	Item Description	
1.	Apologies	As above

2.	Notes of last meeting and actions arising	<p>SUMMARY OF MAIN POINTS:</p> <p>Work on reviewing the commissioning arrangements of OT and SALT is happening. In addition, RS has met with DCOs regarding specificity of actions in EHCPs.</p> <p>ACTIONS / OUTCOMES:</p> <ol style="list-style-type: none"> 1. Sensory OT – ensure contents of DSM 5 are paid attention to. 2. Circulate draft E&CS Scrutiny Recommendations to Board and to go through at next SEND AB.
3.	Update on Complaints, Enquiries and LGCSO actions	<p>SUMMARY OF MAIN POINTS:</p> <p>5 complaints last week and 1 is outstanding but complainant aware. RS considers there is a better balance in continuing to resolve issues whilst answering complaints on time.</p> <p>Some parents may be unhappy with school places allocated so this may lead to a rise in complaints and tribunals. RS thanked Sue and Toni for help with wording of communication to parents when they are called to confirm the provision that will be named.</p> <p>Sue Willgoss asked if LA has a process to intervene before complaints are made. RS said this will be somewhat addressed by the increased capacity in Family Services which will enable staff to have these conversations and provide that support earlier.</p> <p>ACTIONS / OUTCOMES:</p> <ol style="list-style-type: none"> 1. Need to make sure there is information about all statutory processes is in a clear and simple form for parents. Wendy says this work is being done through Priority 2 Group which SPCF sit on. RS to report back on at next Board. 2. RS working on a system for tracking those children who all agree need a specialist placement and are currently in mainstream.
4.	Update on staffing and recruitment	<p>SUMMARY OF MAIN POINTS:</p> <p>Fran Alexander started as Head of SEND Services on 17.01.22 and is already making a difference.</p> <p>All 3 FS managers have been appointed to and accepted posts and all 3 are current SCC employees so this will help in getting them up and running quickly. Hopefully all 3 will be in post by beginning of April.</p>

		<p>Although actively recruiting we still have vacancies in the current establishment.</p> <p>Sickness absence in FS has significantly decreased. In other parts of the service still quite significant levels of illness.</p> <p>Staff have been redeployed to help with phase transfers.</p> <p>As there has been universal support for the proposed £1.1m uplift to SEND budgets from SCC agree we should proceed with recruitment.</p> <p>ACTIONS / OUTCOMES:</p> <p>1. Proceed with recruitment of posts as above</p>
5.	Update on service performance	<p>SUMMARY OF MAIN POINTS:</p> <p>Clarified number of children without a school placement at all. The data has been cleansed and is much better but still not entirely accurate. However, Family Services manually know the number which is ~16.</p> <p>EHCNAs in 20 weeks is dropping with the reason being EP capacity as noted in the last meeting. Number of requests coming in remains high. We are keeping families informed. We are bringing in locum EPs where we can. New EP starting in April. Currently about 80 EHCNAs awaiting EP advice</p> <p>TW asked if continued high requests are evidence graduated response not working. Are schools using the graduated response well enough? RS accepted we do need to continue efforts to promote the graduated approach and the use of the graduated response but still early days for SES as only started in September.</p> <p>Phase transfers – on track for about 64% completion on time. We are chasing Annual Reviews where schools have not sent these in as yet.</p> <p>ACTIONS / OUTCOMES:</p> <p>1. We need a single data report rather than the 2 we have at present. Sue will talk to Harriet re this.</p>
6.	Update on the DfE/NHS meeting	<p>SUMMARY OF MAIN POINTS:</p> <p>The meeting happened last Thursday and was a good representation from all partners. We expect a letter from the DfE in the next week or 2.</p> <p>ACTIONS / OUTCOMES:</p> <p>1. AC to pass letter to all members of Board when it is received</p>

7.	Verbal update on SPCF	<p>SUMMARY OF MAIN POINTS:</p> <p>TW gave an update. SPCF includes other Parent Carer groups. 363 members on Facebook page but are winding this down. 213 signed up members of SPCF and this is growing quickly. SPCF are working on all 4 priority groups and many other groups. They want to have a very wide representation of parents and carers. TW thanked RS and WA and Carole Filby for their support.</p> <p>ACTIONS / OUTCOMES:</p> <p>1. To keep SAB updated on progress and any issues SCC can help with/</p>
8.	PEX Report	<p>SUMMARY OF MAIN POINTS:</p> <p>Presentation by MH.</p> <p>Key areas of concern are</p> <ul style="list-style-type: none"> • the increase in PEX within the Northern area. • Number of CYP with EHCP being PEXed is still too high • Girls make up 50% of PEX at KS4 • Increase of CYP PEXed that are not from a white background <p>The West area PEX has decreased, and this could be linked that the West have the most schools signed up to the Inclusion Quality Mark (IQM) mainly from the Unity Academy Trust.</p> <p>20 Schools are now working towards to IQM, 1 school has been successful although plans to communicate this are delayed until further schools have achieved this accolade.</p> <p>The schools within the IQM had a network meeting and have requested that these are regular as are felt as helpful.</p> <p>An informal meeting is being held with School Leaders reps from IYFAP based in the North to consider the increase in PEX and what the LA can do to support schools.</p> <p>Priority 2 – Redevelopment of SES has been well received in school, however capacity to support at stage 3 of the graduated response is a challenge due to the demand so 'lighter touches' are being looked at to assist.</p> <p>Priority 3 – This looks at how we reduce the PEXs - initial meeting in the North will be replicated with other areas.</p> <p>Priority 4 – Monitoring part time timetables is being led by Matthew Cooke as part of Safer in Schools. The locality</p>

		<p>dashboards set up in the Pandemic will be used to identify children that are not accessing full time education.</p> <p>Priority 5 – Schools that have not shared PEX information are being chased by colleagues in Standards & Excellence and Whole School Inclusion.</p> <p>Priority 6 & 8 – This work is regarding the information on managed moves and sits with Family Services, due to capacity and focus on phase transfers this has not moved. However, conversations with RS and MH have started to explore this.</p> <p>Priority 7 – A working group with parents and children to look at how we can improve how we work with parents and children and who is best placed to provide the support needed.</p> <p>Priority 9 – Communication of this programme of events is being explored, currently via Headlines and SENCO News. A newsletter is being discussed as an option.</p> <p>Discussion was held with why the North has an increase in PEX and what is working well in the West?</p> <p>There is a high turnover of leadership in the North and possibly less working together which is considered historic.</p> <p>Recent retirement from the local police may also have had an impact on the support that is provided to the community. Can we look at partnership working with local police to strengthen this presence again?</p> <p>SC also asked regarding the leverage from the School Improvement Function – This will be picked up by SC and MH later.</p> <p>Further exploration regarding the communication priority will be picked up at a future meeting.</p> <p>ACTIONS / OUTCOMES:</p> <p>1.SC & MH to follow up discuss re the leverage of the school improvement function</p> <p>2.MH to be invited back to a future SENDAB</p>
8.	Any other business	None
13.	Forward Agenda Planning and Dates of Future	<p>Meetings:</p> <p>16 Feb 2022 changed to 12.00-1.30</p> <p>SEND Risk Register</p> <p>Data Improvement plan</p>

		<p>Recommendations from Cabinet</p> <p>1 March 2022 at 12.00-1.30</p> <p>PEX – Maria to attend for an update</p> <p>17 March 2022 at 1.00-2.30</p> <p>Beth Moseley and Claire Darwin to attend to discuss mental health work in schools.</p> <p>1 April 2022 at 10.00-11.30</p>
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