

SEND Feedback Meeting

Monday 1 October 2018

Present: Redacted, Redacted, Lesley Gilson, Sarah Keenan

Apologies: Elizabeth Holmes

<p>1) Welcome and agreeing today's agenda All members agreed to the following agenda items for today's meeting: Minutes and matters arising from meeting held on 28 June and ad-hoc meeting with SK EYPCF issues Local Authority issues/ Local Offer feedback Terms of reference AOB Future meeting dates</p>	
<p>2) Minutes and matters arising from 28 June and ad-hoc meeting in September Telephone calls into the Commissioning Assistants is working well, and enquiries are logged which are passed to an EHCCO to respond to which are then picked up in supervision sessions with the Senior EHCCO. Redacted commented that SENDIASS staff has noticed a positive improvement in the response times. SK confirmed all actions from the ad-hoc meeting are complete.</p>	
<p>3) EYPCF issues</p> <p>Key SEN staff roles and responsibilities – Redacted discussed the role of the 0-25 team and said it would be useful to understand further their role. LG suggested Redacted contact Jane Henderson (0-25 team manager) to organise a meeting.</p> <p>Specification of hours in EHC plans – Redacted raised concerns from parents re: how support hours are specified in EHC plans. SK and LG explained that there is no policy change but that historic practice of allocating a specific number of TA hours support to a banding level will no longer be used as this is not linked to a particular child needs. Any specific provision (including hours) will continue to be written in section F.</p> <p>Facebook – Redacted Redacted asking for feedback on the local authority re-structure. LG asked Redacted to collate the feedback into themes and to send this to the group prior to our next meeting. A date was agreed of 17 October to discuss the themes.</p>	<p>Redacted</p> <p>Redacted</p>
<p>4) Local Authority issues/Local Offer feedback Redacted There was not enough time to cover further information under this agenda item.</p>	
<p>5) Terms of reference To be carried forward to the next meeting.</p>	Next meeting
<p>6) AOB Redacted raised that she is waiting for responses from the following people: Elizabeth Holmes and Sarah Wright and Redacted</p>	

7) Date of next meeting	
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Wednesday 17 October – SK to book a room (LG sends apologies)	
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