

**0-25 SEND Quality Assurance Group Minutes
Thursday 13 September 2018**

Present: Sarah Keenan, Redacted, Sue Thompson Redacted, Redacted, Kate Jagger, Helen Higgins, Sarah Lowson

Apologies: Jamie O'Brien, Jane Henderson, Redacted, Emma Greensmith

DISCUSSION NOTES	ACTIONS
<p>1. Welcome, introductions and apologies received Apologies where noted (please see above).</p>	
<p>2. Notes and matters arising from last meeting 19 July 2018.</p> <p>ToR: Sarah Lowton will be joining the group representing Social Care and SK has invited Adult Care and will chase this for next meeting.</p> <p>Medical Questionnaire (SN): This has been updated. SN to send latest version to SK. SP to send feedback to SK so that she can revamp with the updates and put into correct format. SK to send to SP for final comment then SN for final health sign off. Also look to format the Education form and look to develop and Social Form. SK to liaise with HH and to discuss with SL.</p>	<p>SK</p> <p>SN Redacted</p> <p>SK</p> <p>SK/HH</p> <p>SK/SL</p>
<p>3. SEND data discussion: KJ talked through the Dashboard briefly and this generated a lot of discussions. Group this should be the only agenda item for next meeting so that we can really get to grips with what the group would like to see and how we can work with the other theme groups to support them to feed into the areas highlighted as need to improve on the data dashboard.</p>	<p>SK to send out the electronic dashboard with minutes</p> <p>ALL feedback anything they want included that is missing or that they think doesn't need to come to the meeting to KJ by 28/09/18</p>
<p>4. Autism Pathway: HH talked through the pathway. Group questioned if this was the best place to get updates on the Autism Pathway. SK to double check this.</p> <p>Some feedback was offered: The pathway would benefit from an overarching timeframe. Also should SAPTs be included as a referral team? Asked where Social Workers are included in the pathway. Questioned putting the times in the assessment section because this might lead to having to commit this to SLAs with providers and suggested putting as required, SK to feed back to EH</p>	<p>SK</p> <p>SK</p>
<p>5. EHC Plan QA Discussion The group reviewed the summary form and agreed that this was a helpful way to capture the QA discussions. Feedback and</p>	<p>All</p>

recommendations were captured and recorded on the summary form. No time to look at the EHC plan examples but agreed that this would be looked at in the new year meeting to ensure the group agreed with the assessment of the EHCCOs	
6. AOB	
8 Date of next meeting Thursday 15 November 1.00 – 3.00 Yorkshire Room	