

0-25 SEND Quality Assurance Group Minutes
Thursday, 8 February 2018

Present: Angela Potter, Emma Greensmith, Leigh Collins, Redacted, Redacted, John Seaman, Kate Jagger, Redacted, Helen Higgins

Apologies: Ellie Gray, Lesley Gilson

| DISCUSSION NOTES | ACTIONS |
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| <p>1 Welcome, introductions and apologies received</p> | |
| <p>2 Notes and matters arising from last meeting 17 January 2018.</p> <p>Pg 2 - Outstanding action Ellie and Kate regarding Health data - Sara Fletcher to send three year PFA data to EG. John Seaman will follow up with Sara.</p> <p>Send Data discussion - John Seaman updated group re progress made:</p> <ul style="list-style-type: none"> • Outcome data is in Dashboard – challenge is establishing what social care (children’s services) and health data should be included • John has reviewed all OfSTED SEND inspected reports/data to establish a data set required for ER • John shared that he still has issues with data missing - needs SEND link officer to work with. E Gray to discuss with John Seaman to identify who will carry out this task • Looking at the data set John has identified needs collating for inspection, HH explained the challenges with collating ‘b’ and ‘r’ <p>Discussion about ‘waiting times’ – SP shared that parent’s views of waiting times will be a different perspective, and will be important views as part of OfSTED inspection process.</p> <p>John clarified to the group that the Inspection Self Evaluation has to be focussed on OfSTED inspection framework. He shared that a survey was completed in December 2017 – analysis has taken place, LG involved in this. SP / ERPCF response was that they know nothing about this survey. JS said he would discuss with LG about sharing the survey / evaluation with the group</p> | <p>JS / SF EG / KJ</p> <p>EG/ JF</p> <p>JS / LG</p> |
| <p>3 Agenda</p> <p>SEND Data – discussion continued:</p> <ul style="list-style-type: none"> • Dashboard still being worked on to give comprehensive picture / evidence progress made • KJ shared other LAs SEND matrix are being reviewed to look for how they can be used by ER / incorporated into ER dashboard • Increase use of visual data is planned to complement current dashboard data set - this will also incorporate themes/trends and improve analysis | |

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| <ul style="list-style-type: none"> • Data cleanse completed - going forward this will improve 'planning' of services – increase in evidence based service changes • Kate and John will continue to review Ofsted reports <ul style="list-style-type: none"> • Redacted introduced discussion thread around challenge of establishing SEN support needs for EHE which led to discussion around change in legislation coming. Group agreed - needs greater evaluation/analysis of current EHE and their pathways to becoming EHC and reasons for EHE etc. ERPCF in discussions with EWS currently. Action: Kate to follow up with Sarah Wright regarding what data is available. • Annual review position/data: Emma Greensmith will be looking at this in terms of reviewing Micro team practice and processes. Shirley - shared parents reporting issues / concerns regarding AR. Discussion about guidance of AR process to be added to local offer. Action: Emma Greensmith to look into this as part of reviewing processes for AR and changes to EHCP. Discussion about focus of AR still being an education focus not broad enough in respect of H and C. • John shared QA of CLA reviews and how they are RAG rated. | <p>KJ / Redacted</p> <p>EG</p> |
| <p>4 QA of anonymised EHC Plan</p> <p>A QA exercise was undertaken by the group on an anonymised EHCP; this was carried out as a group exercise after individuals had had opportunity to review the contents of the EHCP</p> <p>Detailed feedback and comments are included on the QA template attached to these minutes below</p> | |
| <p>5 Themes and trends of QA to carry over to next meeting</p> | <p>EG</p> |
| <p>6 AOB – nothing raised</p> | |