

SEND Strategic Partnership Board

Tuesday 18 July 2023

10:00 - 12:00

Present


Name	Organisation	Initials
Julie Bruce	Manager, Parents' Forum (Vice/ Co- Chair)	JB
Stu Barratt	Interim Strategic Manager – Integrated Assessment and Transformation and Compliance, SEND Services, CBMDC	SB
Dr Sharon Bowring	DMO & Community Paediatrician, Airedale NHS Foundation Trust	SBo
Ruth Shaw	Senior head of integration & change (Health & Care) – women and children, NHS WY Integrated Care Board	RS
Julia Elliot	Designated Clinical Officer & Programme Manager, Complex Pillar of Children and Young People Plan	JE
Amanda Stanford	Chief Nurse and Executive Director for Midwifery and Allied Health Professionals, Airedale NHS Foundation Trust	AS
Josh Wadsworth	Transformation and Compliance, SEND Services, CBMDC (PFA Lead)	JW
Joel Herbert	Transformation and Compliance, SEND Services, CBMDC (IA Lead)	JH
Robena Sheikh	SEND Parent Ambassador	RSh
Chelsea Freeman	SEND Auditors, SEND Transformation and Compliance, CBMDC	CF
Lisa Brett	Head of Service, Early Help & Prevention and YJS	LB
Dr Annette Jackson	DMO and Consultant Paediatrician, BTHFT	AJ
Jane Wood	Assistant Director, Commissioning and Integration, CBMDC	JWo
Dawn Lee	Head of Community Children Services of Bradfordford District Care Trust	DL
Joanna Slater	Named Nurse For Special Educational Needs & Disabilities. Public Health Children's Services – SEND Team	JS
David Stephens	Manager, CCHDT	DS
Christina Holloway	Associate Director – Integrated Health & Care, ICB	CH
Emma Hamer	Strategic Manager, Intelligence and Sufficiency Service (Education & Learning), CBMDC	EH
Chris Dickinson	Commissioning and Integration, CBMDC	CD
Mellissa Sellers	Trust Strategic Inclusion Manager, Pennine Academes Yorkshire	MSe
Melanie Saville	Executive Principal, Bradford Academy	MSa
Matthew Elliott	SEND CYP Participation Officer	ME
Lucy Skirrow	SEND Auditor, SEND Transformation and Compliance, CBMDC	LSk
Lee Harris	Head Teacher, Beechcliffe Special School (Keighley and Thackley)	LH



Nigel Hammon	LO Lead, SEND Transformation and Compliance, CBMDC	NH
Nazmun Khan	Business Support Officer, Transformation and Compliance, SEND Services, CBMDC	NK
Dr Wendy Uttley	Coordinator & Trainer Down Syndrome Training & Support Service Ltd	WU

Apologies

Name	Organisation	Initials
Sally Skipper	Transformation and Compliance, SEND Services, CBMDC (CE Lead)	SS
Ava Green	Assistant Director for Autistic Children's Services, BDCT, NHS	AG
Diana Bird	Principal, Shipley College	DB
Mohammad Shamrez	Market Place Lead, SEND Transformation and Compliance, CBMDC	MS
George Zito	Programme Manager, Community Action, Bradford District	GZ
Andrea Walters	Head of Service – Social Care, CBMDC	AW
Karen Dawber	Chief Nurse Trust Headquarters Bradford Royal Infirmary	KD
Phil Hubbard	Director of Nursing/Professions and Care Standards BDCFT	PH
Debbie Jowett	Team Manager, SENDIASS	DJ
Niall Devlin	Assistant Director – SEND and Inclusion, CBMDC (Chair)	ND
Sarah Firth	Communications Lead and Insight Manager	SFi

Ref No	Action/Decision
1.	<p>Welcome, Introduction & Apologies Vice Co-chair JB welcomed everyone in ND's absence and chaired the meeting. Introduction took place and apologies were noted.</p>
2.	<p>Notes of the last meeting / Matters Arising</p> <ul style="list-style-type: none"> Minutes of Last Meeting Actions were updated and covered in the agenda points. <p>Further discussions took place around the sufficiency of specialist school places. JB was curious to know what would happen to the parents who haven't received the schools they have asked for and the process for that. In ND's absence SB replied there are different types of families and their need. SB suggested to bring this agenda item back in September to discuss further as it's different child by child basis and it's a big area for conversation.</p> <p>Action: SB to bring back school sufficiency number of parents who haven't received the schools they asked for</p> <p>JB suggested to have some communications response for the parents around the process. SB reassured they do have a strong phase transfer arrangements. In addition,</p>

	<p>the conversations are ongoing with some parents for the last two months and there are still small number of parents that they are working with this week via schools. EH clarified the special schools are 98% occupancy and there are still places available. She stated the importance of collecting the robust data from send assessment team in terms of SEND children to make them aware of the situations. The sufficiency team has delivered additional 1000 places in last 3 and half years. Another 50 new special school places coming online in September. The places are increasing every year as per the strategic sufficiency plan.</p> <p>MS mentioned a number of parents (CYP) are unable to access a special school or Resourced Provision and requested this to be addressed. SB has meetings with Special Schools and suggested to take MS's point away on special school/ RP and bring back the outcome</p> <p>Action: SB to provide an update in relation to MS's query around special school/RP</p> <p>WU raised issues of two children with downsyndrome and mentioned both didn't have any school. SB reassured as ND is looking at these two children's issues directly and he will chase them up.</p> <p>Action: SB to bring back Complex and vulnerable paper back in September</p>
3.	<p>Childrens Screening growth in Special Schools</p> <p>DL updated on the heights, weight and audio item for the Special Schools- We know that delivery of the healthy child programme is not consistent in our special schools. Over the past year, height/ weight and audiology screening has been undertaken in Bradford's special schools, and vision screening has taken place in those school to which the service was able to gain access. However, the funding for weight and audiology screening is not secure and so we are bringing together a small task and finish group to look at possible options to standardise and strengthen our offer.</p> <p>DL suggested to bring back an update in October once they have completed the work over the summer.</p> <p>Action: DL to bring back an update on the heights, weight and audio item for the Special Schools in October SSPB meeting</p>
4.	<p>Vital Signs</p>  <p>4. Performance Vital Signs SEND V0.2July2</p> <p>The attached vital signs PP was shared. Discussions took place around the following- How do we use the data, where do we put it, how do we share it and get professionally satisfied? How do we sue them to the SSPB's agenda items in future? Aim is to pick things in advance using these data. There are lots of other topics that are not part of the WSOA but important. SB formally thanked JW and all others who were involved in securing all these data.</p> <p>JE wrote on the Teams chat -is it possible to very quickly run through what is currently captured via the vital signs? Would be good to review to see whether there's any gaps that we can contribute to</p>

	<p>could we also capture outcomes reporting in the vital signs? as well as key themes/feedback from parent carers/CYP? Would it be helpful to hold a termly forum to share vital signs? could also use as a forum for sharing key messages/deep dive on certain areas eg CYPMH etc</p> <p>The vital signs will be updated in every quarter. SB agreed need a reflective conversation with the SSPB group over the next year. From SEND strategic perspective JE suggested to review the SEND improvement plan. Key things will be coming from Neuro aspect reports which will give the strategic board for the future indication and planning.</p>
<p>5.</p>	<p>Composite Report</p>  <p>5. SSPB Composite highlight 2023 July.ppt</p> <p>The attached report was discussed and reviewed in SEND Joint commissioning meeting too and will be tailored accordingly for that group. JW shared the composite report and requested for any feedback from the SSPB group.</p> <p>DL asked about the frequency of the composite report. JW hoped it would be monthly by monthly. DL and JW will further meet up for the public health nursing comments.</p> <p>Action: JW to liaise with DL and SE re: WSOA ‘s public health nursing feedback.</p> <p>SBo wanted to know if we are managing to record those cohort children who don't manage to go to schools (predominantly SEMH need). JW clarified they are being tracked them and liaising with K .Hopton on how to shape the cohort. JB agreed these children were tracked brought back to the SSPB before and we needed to know where they are and what they are up to as a cohort.</p> <p>JS shared concern as health is also focused on those children's data and reiterated massive safe guarding issues around them.JE reiterated they got response from K Hopton that there were no oversight centrally to monitor those children.. JE also reiterated concern around the reasons for school absences and barriers. JE suggested to have this on the vital signs and also to set up a working group to look into school absences wider reasons and how to monitor them.</p> <p>Action: JW /SB to have a wider discussion to look into the working group for the school absences wider reasons and how to monitor them</p> <p>RSh agreed with the professionals and reflected from her personal experience and the battle of overcoming her son's anxiety to go to school.</p>
<p>6.</p>	<p>Local Offer Design 1</p> <p>NH collated the 101 comments on the first local offer design phase 1 and shared attached.</p>  <p>6. Design 1 powerpoint feedback</p> <p>The comments will be shared with the website provider IDOX and meetings are booked with them to discuss further.</p>

	<p>NH requested the group to share any feedback from the SSPB group by 10th August.</p> <p>JB was curious to know if there were any engagement to get the young people's voice. NH reassured affirmatively and mentioned to look for more more information from the CYP.</p>
	<p>Parent Carer Support Group Network update</p> <p>JB shared an update, key messages included:</p> <ol style="list-style-type: none"> 1. Vital Signs 2. How we work together <p>RE: School sufficiency issues the parents carers were not aware. Need more communications to make it better in the new academic year.</p>
9.	<p>Designated Social Care Officer Job Description</p> <p>DSCO role legally mandated as per the green paper. This role will sit within SB's remit. The Job role is out and will be closed on 20th July. They interview will take place on 26th July.</p> <p>JB suggested to have a question on the co-production and SB agreed.</p> <p>Action: SB to share the interview questions with JB for feedback</p> <p>The successful candidate will join in the Autumn term 2023.</p>
11.	<p>Standing Agenda Item - SEND Support</p> <p>EHa to share the details to add to minutes Re: school sufficiency.</p>
	<p>A.O.B None raised.</p>
	<p>Date of Next Meeting:</p> <p style="text-align: center;">September 25 @ 1000 – 1200 Microsoft Teams</p>