

SEND Transformation and Compliance Team update – Easter 2020

Welcome to the first SEND T&C team update! During this time when we are unable to meet with our partners, hold our workstream meetings, or attend the Partnership Board, we felt it was important to keep in touch with you with what we are doing.

At the end of March we bid a virtual fond farewell to Michael Purches who has been part of our team on an interim basis since last Summer. We are grateful for the knowledge and experience that Michael brought to the team and we wish him well in his new adventures.

The following day, on the first of April, we said a virtual welcome to Luke Metcalfe who joins our team as a Coordinator. You will be able to read about Luke below and in due course will get to meet him when we are able to start up our meetings again.

For further updates on what we have been up to as team, please visit our [new team page](#) on the Local Offer website. We will be keeping this updated with everything our team is working on through this time.

Key team achievements:

- Keeping families updated with the latest developments throughout Covid-19
- Improving our coproduction and engagement through the use of surveys, including:
 - A survey on our [Short Breaks offer](#)
 - A survey for families to complete once they have their [final EHCP](#)
 - Supported the CCG by circulating their [CAMHS surveys](#)
- Virtual demonstration and Q&A session about the Local Offer website
- Progressing how we share SEN data across the Local Area (between the Local Authority and the CCG)
- Following a full SEN2 debrief, we have created an action plan to improve data quality and will continue to look at streamlining our processes prior to next year's SEN2 submission
- Making final amendments to a statutory guide, on Personal Budgets, this is currently with Parent groups and Parent ambassadors to make sure that the information can be understood by all.
- In the process of producing a Transition Planning Guide for Educational institutions, currently being reviewed by the Preparation for Adulthood Team 14-25.

Jane Hall

During these very challenging times we are trying to keep our SEND priorities moving in the right direction and to keep the momentum going following the hard work and drive of our SEND Workstreams, before the Covid 19 crisis hit us. The SEND Transformation and Compliance Team have been continuing to work as a team on our workstream action plan priorities, liaising with key partners on a virtual basis.

I've also been supporting the Council's Emergency Planning for vulnerable children, working with Education and Social Care colleagues and schools, making sure that we have regular and updated communications about Covid 19 arrangements, guidance and resources for parents/carers added to our Local Offer site and sharing these with our Parents Groups. I've also been liaising closely with Health colleagues to keep them up to speed with support and arrangements for Key Workers

and keeping communication and dialogue going regarding our joint SEND work and priorities through weekly catch up calls, emails and virtual meetings.

Josh Wadsworth

During these unprecedented times I have been supporting with a 'spring clean' of the Local Offer, fixing broken links and ensuring statutory guidance/policies are on there and that these can be located/accessed with ease, as well as adding content for Children and Young People (CYP) during this pandemic. I am engaging with parents, carers, CYP, via SNAP surveys that as a team we have created. Continuing to work with parent groups and parent ambassadors to review policies/statutory documents. Produced a support document for institutions for educational transitions and how we as a local authority best support institutions and CYP/Families during these transitions. Working with the SEN team and our new member Luke Metcalfe to review and create One Minute Guides that will provide parents with easy to read information on all things SEND.

Luke Metcalfe



My first week working in the SEND Transformation and Compliance team in Bradford is drawing to a close and although we are in the middle of a global pandemic and staff are working differently as a result of this, I can already see a lot of hard work and determination across the team and have been welcomed by my new colleagues. In my previous role I worked as a SEND Business Development Officer for the SEND Development Team at Wakefield Council. Some of my main projects in the team involved developing a new system of alternative provision and support for children at risk of exclusion in Wakefield and reviewing the Short Breaks Delivery Model For children and young people with SEND. I also had some operational responsibility around commissioning Specialist Short Breaks for children with SEND. As well as the usual induction work when you start a role in a new authority I have been familiarising myself with Bradford's Local Offer and SEND documentation, pulling together a strategic risk register for the SEND Strategic Partnership Board, developing a Communication and Engagement Plan and have just started working on developing One Minute Guides on various subjects alongside Josh Wadsworth.

Sarah Pawson

Last week I was a guest speaker for AWARE's virtual support session. This was a live online session with parents and carers which was also recorded for those who could not join in with the session at the time. This session was a demonstration of the Local Offer website and included: What the LO service is and why we have one; what our statutory duties are and who has statutory responsibilities (LA & Partners) to provide information and content-updates/responses; co-production of LO, why we do this and how Bradford has done this; what we are doing on the LO site "News-Covid-19" to support families during Covid-19 as we know a lot of services are closed and will be a incredibly difficult time; and how to navigate the LO site.

Joel Herbert

Over the past weeks I've been supporting on keeping the Local Offer and our social media up-to-date to ensure parents and carers have the latest news surrounding services at the moment. This includes guidance from the Government, and all updates from Bradford Council about how we are

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supporting schools and families during this time. In addition to this, I've been collating resources for parents and carers to use at home with their families. These range from educational packs to physical health workouts to support with wellbeing and mental health. When I've not been updating this, I've been using this time to review our documentation, including the Self Evaluation Framework (SEF) and improvement plan. Where possible I've continued with some projects I'm working on such as the looking at data sharing across the Local Area, resolving data quality issues, and looking at the attendance of our children and young people with EHCPs who are at schools outside of Bradford.

As a team we will be continue to work throughout the period. We are using this time to evalaute our progress so far as a team and look at how we continue to develop implementing the SEND reforms. There are lots of new things that we are currently working on and look forward to sharing these with you in our next team update.

Please feel free to contact us via email: SENDTandC@bradford.gov.uk

Stay Safe.