

Title of Meeting:	Suffolk SENDIASS Advisory body
Purpose or Mandate:	To monitor how well the service is meeting the IAS needs of children, young people and their parents and particularly in relation to the national Minimum Standards (these can be viewed on the Council for Disabled Children website).
Date:	6/11/24
Place:	Remotely Via Teams
Time:	10.00 to 12.00

Item No.	Item Description	Notes
1	<p>Welcome and introduction. 😊</p> <p>Team updates</p>	<p>11 attendees.</p> <ul style="list-style-type: none"> • Actions from previous minutes reviewed. SENDIASS are linked with a key person in the NHS around reaching GP practices. Due to capacity, we've been unable to action all items in minutes, and need to carry forward, e.g.: <ul style="list-style-type: none"> ○ Creating our Service Development Plan in PageTiger. ○ Opportunities for members to get involved with specific development projects (we have, however, reached out to individuals around resources where we think in their area of expertise). • Changes to service delivery due to reduced staffing, manageable in August, though we've mostly had a backlog since starting the new academic year – response times frequently outside of our '5 working days' published aim. • Senior SEND IAS Worker had been covering priority tasks related to vacant post, some development work paused. Will now likely be absent for some time so we need to think again. In recent times, we've been continuously adapting how we meet the needs. • Following continued discussions with the local authority, secured additional investment for a new strategic post. • Post is crucial to help us manage the increased complexity/support needs of people using the service. Will enable us to explore and embed new QA processes – to support the team and in turn ensure families receive high quality accurate information, advice and support. • Training & Development Worker applied and was successful.

		<ul style="list-style-type: none"> • Leaves a vacancy and we need to map out an interim training offer. Existing commitments this term will be honoured. From 2025 - a trimmed down offer while we seek to recruit a replacement and map out responsibilities. Reminder, that we have some pre-recordings for some sessions. • Member acknowledged this will leave a gap. SENDIASS explained that this new post is the first step towards our longer-term goal towards shared responsibilities across the team to avoid reliance on individuals/issues when absent and providing cover. • Member raised that training which supports key transition in the spring term could be useful to maintain. • Tricky position in terms of our Senior SEND IAS Workers (of the 3 posts, 2 are vacant and the other post-holder may be absent for some time). We'll be working at 29% reduced capacity. • Confident that in the long-term, we will be able to plan workflow and resource – issue in the short to medium term (cover and recruitment).
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Actions Agreed

SENDIASS to map out their training offer.

2.	<p>Annual Report highlights.</p>	<p>View Annual Report Headlines for key takeaways. Thank-you to the group for your contributions. View the Mural capture.</p> <p>Our response to these points raised:</p> <ul style="list-style-type: none"> • Jump in the number/time spent around providing targeted support – our national descriptors changed in the previous year. It shows a sudden shift. Prior to this, referrals were mostly put into the Level 1 category, but this was not a true reflection of complexity/support needs. Our national body worked with SENDIAS services to redefine the 4 levels of intervention. • Increase in community outreach/any corresponding decrease? We know our individual referrals (requests for information, advice or support) are 9.5% fewer and our increased outreach could be one reason for this. • Are SENDIASS seeing a reduction in the number of EHC needs assessments which are accepted? Our data shows the opposite trend. In 2022/23 we have 144 discussions categorised as ‘Refusal to assess’, 2023/24 there were just 60. • Suggestion that we track/analyse trends by specific educational setting (around inclusion). It would not be appropriate to do this, due to the confidential, impartial remit of our service and that we do not express opinions. Discussion about the Specialist Education Services (SES) and how they now reach out to schools. Member offered to provide an update about their (SES) offer at the next meeting.
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Actions Agreed

Members to follow up any opportunities to highlight SENDIASS resources to families, e.g. leaflets and resources and adding relevant links online.

Preparing for Adulthood – members to share any specific topics for SENDIASS to consider.

SENDIASS to add item (SES update) to agenda for March.

3.	<u>Service Development Plan 2024 to 2025 (updated)</u>	<u>View the Mural capture.</u> Our response to these points raised: <ul style="list-style-type: none">• Could SENDIASS support educational settings to be welcoming and accessible for parents/carers? Discussion about our Working with Parents session for practitioners that we can offer to specific settings. Feedback in the past has always been positive. Note, current capacity issues impact what we can offer. More information on our <u>training page</u>.• Missing section on 'quality' – changed heading. Thank-you for highlighting.• Transition for post-16 – we recognise this is an area we can help with and links to our Preparing for Adulthood development work.• SEND Transformation – our Service Development Plan is mapped around the statutory remit of SENDIASS as defined in the Children and Families Act 2014, The SEND Code of Practice 2015, and our national Minimum Standards. However, key elements of our service clearly align with the wider SEND system, in particular, around supporting young people and parents/carers to have a voice - helping them understand, navigate and take part in SEND processes. We are involved in the work of partners and committed to improving the lives of children and young people with SEND in Suffolk.• Service Development Plan has been updated to include suggestions from the group.
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Actions Agreed

4.	Any other business	None
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Actions Agreed

5.	Close meeting	Next Advisory Body meeting Wednesday 12th March 2025, 10.00am to 12.00pm
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