

## AGENDA

<b>Title of Meeting:</b>	<b>Suffolk SENDIASS Advisory body</b>
<b>Purpose or Mandate:</b>	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 <a href="#">Council for Disabled Children website</a> ).
<b>Date:</b>	Wednesday 6th November 2024
<b>Place:</b>	Remotely, via Teams
<b>Times:</b>	10.00 to 12.00

Item No.	Time	Item Description	Lead by
1.	10.00	Welcome and introduction. Quick re-cap (questions, <a href="#">minutes</a> and updates on actions)	Chair/Co-chair
2.	10.15	<a href="#">Annual Report</a> highlights. Questions and feedback about future content and format.	SENDIASS
	11.00	Break	
3.	11.10	<a href="#">Service Development Plan for 2024/25</a> Questions and comments.	SENDIASS
4.	11.45	AOB	All
5.	11.55	Close – next meeting: Wednesday 12 <sup>th</sup> March?	Chair

Useful links:

[SENDIASS self-evaluation](#) reviewed by the Advisory Body June 2024  
[Advisory body Terms of Reference](#)

Service publicity:

- [Suffolk SENDIASS – welcome children and young people!](#) (opens YouTube video)
- [Our service leaflet for parents and carers](#)
- [Contact card \(credit card sized\)](#)
- [Young person leaflet](#)
- [Child/young person postcard style leaflet](#)
- [Child and young person Easy-Read leaflet](#)
- [Child and young person Easy-Read poster](#)
- [Support to get your voice heard](#) (easy-read information explaining our advocacy) – New!
- [Impartiality explained](#)
- [Council for Disabled Children video explaining what information, advice and support services provide](#)