

## 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 (see <a href="#">Council for Disabled Children website</a> ).
<b>Date:</b>	Wednesday 12 <sup>th</sup> March 2025
<b>Place:</b>	Remotely, via Teams
<b>Times:</b>	10.00 to 12.00

Item No.	Time	Item Description	Owner
1.	10.00	<ul style="list-style-type: none"> <li>Welcome and introduction.</li> <li>Quick re-cap (questions, minutes and updates on actions).</li> </ul>	Chair
2.	10.10	<ul style="list-style-type: none"> <li>Service updates.</li> </ul> <p>What's working well? What's not working well? How do we improve? <a href="#">Service Development Plan 2024 to 2025</a></p>	SENDIASS  All
3.	11.00	Break	
4.	11.10	<ul style="list-style-type: none"> <li>Specialist Education Service update. Questions and comments.</li> </ul>	Head of SLCN Service.
5.	11.30	<ul style="list-style-type: none"> <li>Frequency, timing, length of future meetings.</li> </ul>	All
6.	11.40	AOB	All
7.	11.55	<p>Forward plan:</p> <p>Set date for summer term. Wednesday 18<sup>th</sup> June</p> <p>June agenda – Service Feedback. Self-evaluation</p> <p><a href="#">Terms of Reference</a> – to be reviewed November 2025</p>	Chair

Useful links:

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

Service publicity:

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- [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](#)