

MINUTES OF SEND PARTNERSHIP STEERING GROUP MEETING

Tuesday 20th September 2016

Steering Group	Title & Organisation	Attended
Carey Cake. CC	Head of Independent Statutory Services, Children's Services	-
Jenny Parsonage. JP	Indigo Dyslexia Centre	√
Nicki Rider	Inclusion Commissioning Manager	Apologies
Karen Stitt	Independent SEND Supporter	Apologies
Rebekah Muttitt	The Bethel (Mary Chapman House)	Apologies
Anne Ebbage	Co-ordinator, Autism Anglia	Apologies
Claire Taylor. CT	Speech and Language Therapy Manager	√
Claire Jones	Local Offer Development Manager (SEN)	√
Belinda Crayston Acting Chair	Shine	Apologies
Lucy Wayman	Headteacher, Attleborough Infant School	Apologies
Debra Hosier		Apologies
Alison Furniss	Independent SEND Supporter	-
Linda Bradbeer – Chair. LB	Independent SEND Supporter	√
Doreen Novak	Independent SEND Supporter	Apologies
Mary Hatcher. MH	Parent	√
Melanie White. ML	Independent Supporter - Norfolk SEND IASS	√
Norfolk SEND Partnership		
Janina Schiebler. JS	SEND Partnership Manager	√
Lynette Woodward	SEND Partnership Adviser	Apologies
Elizabeth Fletcher EF Kelly Drew. KD	SEND Partnership Admin Assistant (Minute taker)	√

3	Leaflets Updated	<p>SENDPIASS leaflets have been updated. Members were asked for comments on five core leaflets: Norfolk SEND Partnership (SEND) Working together to help your child Independent Partnership Supporter at Meetings Independent Partnership Supporter Training Independent Supporter (IS)</p> <p>These will be altered and then put on the SEND Partnership website with those already in place. A small amount will be printed for outreach and sending to families unable to access them from the website.</p>	Kelly
4	Quality Standards	<p>Members concerned SEND Partnership not represented on SEND Action Group. Request to be invited to attend group to be sent.</p> <p>Claire Jones suggested using LA resources to reach young people. Robin Konieczny and Paul Howard are groups consultants.</p> <p>Access Through Technology, families can be referred through schools or health to request an assessment.</p> <p>Kids Mediation Service will be replacing Cambridge Family Mediation Service from 1st October 2016. They will be using local mediators.</p>	Janina
5	Melanie White	<p>Melanie gave a short overview of her role in supporting families moving from EHCP. During May she supported 30 families and this figure is rising each month.</p>	

6	Annual Report	<p>Members were asked to feedback comments on the Impartiality Policy, this was discussed and will be updated and put on the website.</p> <p>Statistics to be included in the report in the future.</p> <p>There will be a review of the service which is to include all SEN departments. This should lead to a decision about what SENDPIASS should be delivering and lead to a Service Level Agreement.</p> <p>It was suggested that when Nicki Rider and Jenny Mitchell are creating policies in SEND for the LA SENDPIASS could be used as an adviser.</p> <p>Include on the Steering group report a list of groups SEND Partnership is a member of.</p> <p>It was suggested that SEND Partnership could become a traded service for training and consultancy but at present not enough staff. Review in the future.</p> <p>Statistics – monthly reports - to be available at next meeting.</p> <p>Members were asked to send us any issues they wish to discuss at the next meeting.</p>	<p>Kelly</p> <p>Janina</p> <p>Janina</p> <p>Janina</p> <p>Janina</p> <p>Kelly</p> <p>Kelly</p> <p>Members</p>
7	Any Other Business and Dates of next meetings	<p>Steve Boddington to take SENDPIASS to Children’s service leads. An extraordinary steering group meeting may be held to discuss the outcome.</p> <p>JS reported that there are 11 prospective IPS volunteers in the current cohort.</p> <p>Next meeting - Wed 16th November 2016 9.30am – 12.15pm at the PDC,Norwich.</p> <p>Next time, to discuss the times of the meetings.</p> <p>Future dates arranged for Wednesdays 8th February 2017 and 10th May 2017. Venue to be arranged. JS to send email asking for a POST 16 representative to attend the next meeting.</p>	<p>Janina</p> <p>Janina</p>