

Dacorum

Minutes of Dacorum DSPL Meeting

**Date: Wednesday 25th January 2017, 10:00am – 12:30pm
at John F Kennedy School, Hollybush Lane, HP1 2PH**

PRESENT:

Katharine Ellwood – Head, Greenway Primary and Nursery (Chair)
Richard Haynes – Head, Hobbs Hill Wood
Sara Lalis – Head, Dacorum Education Support Centre (DESC)
Mel Stanley – INCO, JFK
Jackie Hood – Head, Chaulden Infants and Nursery School
Pauline Kirtley – Head, Heath Lane
Vikram Hasrani - West Herts College
Jo Brown - Parent Representative
David Canning, ISL Manager
Anne Richardson, Early Years Special Educational Needs & Disability Advisory Teacher
Sophie Levitt, Senior Educational Psychologist – St Albans and Dacorum
Maria Oliver – DSPL Manager
Vicky McKirgan, DSPL SEND Lead
Ashley Fabray – Administrator/Minutes

Apologies Received

Paula Harris – Head, Kings Langley Primary and DSPL Dacorum Lead Head
Gary Lewis – Head, Kings Langley School
Debbie Stevens – Head, Goldfield
Gill Waceba – Head, Woodfield School
Patricia Wheway – Parent Representative
Judith Pace – Educational Psychologist Manager
Leianne Bayliss – Early Years SEND Manager

| Agenda Items | Actions |
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| <p>1. Welcome and Introductions KE chaired the meeting in Paula Harris' absence. KE welcomed everyone & introductions were made.</p> <p>2. Approval of minutes from previous meeting 23.11.16</p> <p><u>Minutes were approved by DSPL Board as presented</u></p> <p>3. SEND School Family Worker – Ruth Mason Ruth was not present, so this has been deferred to the next Agenda.</p> <p>4. Matters Arising from minutes and review of previous actions Item 4 – MO confirmed there is no more small bids funding available, as this has now all been allocated. It was included in the last newsletter, so schools have been informed. Item 5a – SL and RH have met to discuss the DSPL Nurture funding and this has been invoiced. Item 6c – MO has confirmed KE, SL and Debbie Stevens to join the Hertfordshire Steps sub group and will arrange a meeting date as soon as possible. KE shared concerns over</p> | |

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another service, Positive Handling, which is in conflict with Hertfordshire Steps. Schools who have had Steps training can lose their accreditation if they then use Positive Handling. RH shared his school has not had Hertfordshire Steps training, but has done the Positive Handling training, due to a violent pupil, to ensure staff know how to handle the situation and to protect themselves. MO shared Adam Hayes will be attending the Herts Steps Trainers meeting, which would be an opportunity to discuss concerns. The meeting is at 3:45pm on 9th February at Collett School. VH asked if the Hertfordshire Steps training will filter down to FE. MO will speak to Adam Hayes for an update, as he was looking into other colleges to share the training to fill the 24 places.

Action: MO to speak to Adam Hayes regarding the Hertfordshire Steps Training for colleges

MO

5. Review of Sub Group meetings and next steps

a) Primary Behavior Service

KE explained she Chairs the Board for the Primary Behaviour Service, which operates a 5 tier system with a one stop shop. The service is in transition phase for this year, which poses problems which they are trying to overcome. RH updated he met with Haywood Grove to discuss their continuing involvement. KE suggested contacting those who have received the service from Haywood Grove to evaluate. KE shared concerns over a Flyer Emma McKenna received on the Outreach Service being offered by Woodfield School, as it looks very similar to what Haywood Grove and the Primary Behaviour Service are offering. SL commented that Woodfield School are carrying on the outreach service previously provided by Colnbrook, and there had never previously been any conflict. RH shared his positive feedback with the Primary Behaviour Service, it is very effective and is doing what it is set out to do.

b) Autism Review Working Group

MO explained VM is the DSPL SEND Lead and has been in post since October. She is working closely with John Short, Workstream Lead for Autism and has been meeting with other DSPL Managers and DSPL SEND Leads across the county. MO explained the AET training, which is currently being rolled out. Tier 1 is for every staff member in every school to attend. Tier 2 is for 2 staff members, who will be implementing and carrying out the AET training. The training for this term will take place on 7th March at Boxmoor Trust and places can be booked by emailing Training-AET@Hertfordshire.gov.uk. KE raised a concern about attending the AET training, if staff have already attended other training for example with Jo Whitlock or ADD-Vance. MO explained that all staff would still be required to attend the training, as previous training would not have been covered by accredited AET trainers.

VM shared the leaflet she has been working on, which is designed to support Families pre diagnosis, is almost ready with photos being taken tomorrow. The leaflet will offer support, ideas and sign posting. VM is setting up a Siblings group next term, which is for 20 siblings of children with SEND. VM has also organised an Information Morning for SENCO's to learn more about the AET standards, Speakers on the day are - John Short, Autism Work stream Lead & Sue Camp, Head of Forres School. This will be held at Hobbs Hill wood on 28th February from 9:30am – 12:30pm. VM has contacted Dr Rudran at the Peace Children's Centre to arrange parenting courses for those whose children have just received

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a diagnosis of Autism. She will also work on formalising the diagnostic pathway to include in the leaflet.

i) ADD-vance Coaching

MO shared the ADD-vance coaching is going well. DSPL has funded 2 coaches to be trained to offer support and strategies in the home. The allocation was for 45 families to receive up to 8 sessions, and the limit has already been reached, with more referrals coming through. MO asked the board to fund a similar number or possibly more for next year. MO will request feedback from ADD-vance, which she will bring to the next board meeting, so it can be considered for more funding next year.

c) Mental Health sub group

KE explained the group has met 3 times and the last meeting was the best they have had. Deborah Sheppard, CAMHS Schools Link Manager attended the meeting and was really informative. Deborah shared a one page document, which explains the CAHMS Service. KE will share this with all Dacorum Heads. Deborah also produced a termly newsletter, which is packed with information. This will be sent to MO termly, so she can share with the Dacorum Headteachers. SLe also request for this to be sent to all ISL services. MS shared she has spoken to the JFK counsellor regarding leaflets she has put together on Mental Health and she has agreed to share these with the group, which can be modified. MS will bring these to the next meeting to be reviewed. MO shared Rosemary Inskipp from Kings Langley Partnerships of Schools and Gade Family Services, has suggested using DSPL funding for Mental Health Support Workers, as these roles have been set up in other DSPL areas. MO will contact the others areas to invite a Mental Health Support Worker to the next Mental Health meeting to find out more information.

i) Resilience Training

MO shared the Mental Health sub group discussed the universal offer and part of this would be training. KE explained half day Resilience training is booked at Ashlyns in February. The Head of Westfields also put in a small bid for the training, however, the DSPL funding that had been allocated for small bids has now run out. The group would like to request for funding to pilot the training. The board discussed whether this was high needs SEND and suggested going back to the schools family Partnership to see if they can offer this.

ii) Protective Behaviours

KE explained that currently if a Child Protection Conference recommends Protective Behaviours training, the school has to take responsibility to provide this, which is an extra cost. Some Schools Family Workers are trained in Protective Behaviours, however do not have the capacity to cover all Dacorum Schools. KE asked if DSPL could provide funding to commission Protective Behaviours Training, which could be part of the universal offer. The board discuss whether this would be high needs SEND and to leave it as a responsibility of the schools.

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| <p><u>Action: MO to circulate CAMHS overview and newsletter to the Board, Schools & Services</u></p> | MO |
| <p><u>Action: MO to invite a Mental Health Support Worker to the next Mental Health Sub group meeting</u></p> | MO |
| <p>6. Strategic Plan 2016/17</p> | |
| <p>a) SENCo groups</p> | |
| <p>MO & VM have been attending SENCo cluster meetings to inform them on what is going on and to introduce VM. There are 3 SENCo groups over Dacorum they have been invited to. A SENCo event has been organised for February and MO will see how this goes and look at possibly continuing in this format. RH explained the local authority would like to communicate with SENCo groups through a more formal mechanism led by DSPL, and suggested having one group using the same Agenda items as for the board meetings.</p> | |
| <p>b) Hertfordshire Steps – new training Model</p> | |
| <p>This was covered under Agenda Item 4.</p> | |
| <p><u>Action: MO to ask Headteachers if they want 1 or 3 SENCo groups</u></p> | |
| MO | |
| <p>7. Strategic Plan 2017/18</p> | |
| <p>MO went through the strategic plan. Some items will carry over from the previous year and some items are new. RH explained the local Authority has yet to set out the plan and will know by the next meeting what will be included.</p> | |
| <p>a) Mental Health</p> | |
| <p>MO explained there has not been any money put towards Mental Health yet and would like to get an agreement to allocate some funding out of next year's budget.</p> | |
| <p>b) Siblings/Teens Groups</p> | |
| <p>VM is considering setting up a Teens Group. VM shared she has been in discussions with the Snow Centre who offer a ski project for 10 children to attend a sensitisation programme once a week for up to one term. The teachers are experienced in working with young people with a range of needs and are very inclusive. VM is also trying to make contact with the XC Centre to see what they can offer.</p> | |
| <p>JB shared concerns that ADHD is very much seen as a secondary need, and needs bringing to the forefront. A suggestion was made to look into this further under the Mental Health sup group.</p> | |
| <p>c) Add-vance coaching</p> | |
| <p>This was covered under Agenda Item 5bi.</p> | |
| <p>d) Calm Rooms</p> | |
| <p>MO shared the DSPL have funded some calm rooms in schools using the small bids funding. VM has heard from another DSPL area that they will fund a calm room for a school once they have completed their AET self audit and action plan, however it was felt by the Board that this would not be an appropriate way forward in DSPL8.</p> | |

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| <p>8. <u>AOB</u> DC asked if there is a data sheet sent out to DSPL areas. MO has a spreadsheet which includes the figures for children and their primary need and will bring this to the next meeting.</p> <p><u>Action – MO to bring data sheet to the next meeting.</u></p> <p>9. <u>Date of meetings for 2017:</u> The board discussed moving the time of the meeting to 9:30am and all agreed.</p> <p style="text-align: center;">22nd March 2017 at 9:30am John F Kennedy Catholic School, Hollybush Lane, HP1 1TX</p> <p style="text-align: center;">21st June 2017 at 9:30am – Venue TBC</p> <p>There being no further business, the meeting closed at 11:45am</p> | <p>MO</p> |
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