

## Dacorum

### Minutes of Dacorum Area DSPL Board Meeting

**Date: Wednesday 27<sup>th</sup> September 2017, 9:30am – 11:30am  
at Cavendish School, Warners End Road, Hemel Hempstead**

**PRESENT:**

Gary Lewis – Head, Kings Langley School and DSPL Dacorum Lead Head (Chair)  
Katharine Ellwood – Head, Greenway Primary and Nursery  
Richard Haynes – Head, Hobbs Hill Wood  
Sara Lalis – Head, Dacorum Education Support Centre (DESC)  
Gill Waceba – Head, Woodfield School  
Mel Stanley – INCO, JFK  
Jackie Hood – Head, Chaulden Infants and Nursery School  
Silvia Hundell - Area Lead 0-25, Integrated Services for Learning  
Patricia Wheway – Parent Representative  
Jo Brown - Parent Representative  
Hayley Collett-Gorton - Parent Representative  
Maria Oliver – DSPL Manager  
Ashley Fabray – Administrator/Minutes

**Apologies Received**

Paula Harris – Head, Kings Langley Primary  
Scott Martin – Head, Adeyfield School (Representative for Link Family Schools)  
Pauline Kirtley – Head, Heath Lane  
David Canning, ISL Manager  
Debbie Stevens – Head, Goldfield  
Melanie Flay – Educational Psychologist Manager

Agenda Items	Actions
<p><b>1. Welcome and Introductions</b> GL welcomed everyone and introductions were made. Silvia Hundell was welcomed, as the new Area Lead, 0-25 years for St. Albans and Dacorum. Hayley Collett-Gorton joined the meeting for the DSPL Agenda items and was welcomed, as a new Parent representative.</p> <p><b>2. Matters Arising from minutes of previous meetings 21.06.17</b> All matters were covered under the Agenda items <b><u>Minutes were approved by DSPL Board as presented</u></b></p> <p><b>3. Feedback from Family Services Managers</b> MO explained she regularly meets with Rosemary Inskipp, Family Services Manager, Kings Langley Partnership of schools and Gade Family Support and Sharon Wallerson, Family Services Manager, Dacorum Family Services &amp; Link Family Services. Both have asked if feedback can be given to Hertfordshire County Council, as schools are taking on more intensive cases, thresholds for services are getting higher and services are taking longer to take on cases, meaning the family services are doing most of the work. Schools Family Workers are operating outside of their job descriptions. MO</p>	

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explained Berkhamsted schools have asked if a letter could be written raising these concerns. The board discussed this and agreed MO will write a letter from GL to Jenny Coles, Director of Children's Services and Lindsey Edwards, Interim AD Services for Young People, expressing the concerns and requesting a meeting with GL and MO. KE also suggested taking a Primary representative and recommended Faye Ewen, Head Teacher at Yewtree Primary School, as she deals with lots of safe guarding issues. GL suggested to make this the next step, after the initial meeting and to invite them to come back to meet with the Primary Heads.

MO reported she attended a County meeting, at which was told they are reducing funding for social services as there is less demand on them. Schools Family Worker teams are perplexed by this, as they feel they are propping up the service.

**Action – MO to type a letter for GL to send to Hertfordshire County Council expressing concerns and requesting a meeting**

MO

#### **4. PoDS Budget**

MO reported most Schools have paid their invoices, with only 5 small schools who have not yet paid. AF will be contacting these schools.

#### **5. PoDS Conference 2018**

MO updated Karen Edge has accepted to speak at the Conference. GL also suggested Nicky Morgan and Tom Harrison and will email MO to introduce them both to her.

**Action: GL to email Nicky Morgan and Tom Harrison to introduce them to MO**

MO

#### **6. DSPL updates**

##### **a) Autism Review working Group and report from DSPL SEND Lead**

MO reported she has been working on the Autism leaflet with PW, JB and Vicky McKirgan. One of the Paediatricians, from the Pat Lewis Centre had concerns over the some of the wording in the leaflets. MO has met with her and John Short, Workstream Lead for Autism and have agreed a new form of words and will be reprinting the leaflet. John Short has said he wants to make the leaflet county-wide and DSPL8 will be acknowledged.

MO has also spoken to the Pat Lewis Centre about running a 6 week information course for parents and careers with a new diagnosis, for which they will refer into ADD-vance. MO has received feedback that DSPL8 are providing lots of support in this area, however, this is not replicated in other areas and Paediatricians are finding this frustrating.

MO updated on Vicky McKirgan's projects:

- Vicky has been mapping how many schools have no Autism Lead and have not accessed any DSPL-run training. There are less than ten schools, and Vicky is arranging to meet with them.
- The Sibling group is going well, however, she is looking into an external provider to run the group, as currently Vicky is the only trained first aider, therefore has to be present on site at all times.

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- The Theatre Company running a drama group, has not had a great take up and feedback has been that young people would prefer not to socialise only with other young people with needs.

JB shared she been looking into mentoring program with Vicky McKirgan and went to meet Ashlyns School, who do not have the facilities for this. JB asked if any secondary schools have a mentoring program? EB said Hemel Hempstead does not yet, but would be interested and will speak to Tracey Woods, Autism Lead to suggest running this as a pilot. GL said Kings Langley School and Cavendish do not offer this either, however, would be happy to support it. GL also suggested explaining the mentoring program at the Conference.

MO explained as part of the ADD-vance Coaching, they are now offering a 6 week information course to parent/carers, with 2 coaching sessions at the end. The course trainer will also be the coach.

MO said she feels Vicky McKirgan is doing a really good job and all agreed. KE shared she has received really good feedback from the Siblings group, coaching and Dean Beadle Talk.

GL suggested to invite VM to the next board meeting to update and feedback on her projects.

**Action: EB to speak to Tracey Woods regarding piloting a Mentoring Program**

**Action: MO to invite Vicky McKirgan to the next board meeting**

EB  
MO

### **b) Primary Behaviour Service**

SL explained at the start of the new academic year Emma McKenna emailed all Head teachers, with the Dacorum Primary Behaviour service structure and referral process. MO raised a concern that DSPL were not listed as Board members and that the link between the Behaviour Service and DSPL should be mentioned. SL apologised and explained others were missed off the list also and suggested updating the Structure document to include the link to DSPL. SL will also take this to the next Dacorum Primary Behaviour Service board meeting.

SL shared the Primary Support base will remain at The Reddings Primary School until August 2018. DESC have put a proposal together to relocate the Locality Space to DESC Tenzing, from September 2018. SL explained that there is currently £40,000 funding available from DSPL, £4,000 carry over from last year's PSB budget, plus a possible saving from this year's budget. Also from 1<sup>st</sup> April 2018 High needs funding is available of £6million over 3 years. KE suggested sharing the DESC Overview from Emma McKenna with the board.

**Action – MO to send DESC overview to the board**

MO

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### c) Mental Health sub group

MO reported the group met last week and it has grown lots since it started. Both Schools Family Service Managers attended and discussed funding Pupil Support Workers. Rosemary Inskipp already has two workers in post, but there is not enough underspend to continue to fund the post. Sharon Wallerson has contacted all schools to buy in for a similar post, however, not enough schools committed to fund the post. MO asked DSPL Board to agree in principle to fund the posts, while more work is done on the detail.

At the Mental Health sub group meeting Nicola Saunders from DESC suggested joining together DESC's therapeutic support for pupils with the Family Support services workers, and use DESC as a single point of contact for all services. The board discussed this and raised concerns that schools would be taking on more responsibility and had also previously been told not to fund a Mental Health CAMHS worker post. RH suggested expanding the remit of the current School Family Workers, as they are already doing some mental health work. GL suggested for Rosemary Inskipp, Sharon Wallerson and Nicolas Saunders to meet and work out a tiered approach and provide more information on job descriptions and qualifications at the next board meeting.

**Action: MO to report back with more information following the meeting with Rosemary Inskipp, Sharon Wallerson and Nicola Saunders regarding the Pupil Support workers**

MO

### d) ELKLAN

MO explained ELKLAN is a 10 week intensive course for speech and language training. Currently the NHS provide training for Primary Schools and early years settings and DSPL 8 have been funding £200 towards Dacorum Schools attending the training. However, the NHS Speech and Language service providing the training have asked if this could be increased to £300, which is still a discount on the total cost of £380. The board discussed this and agreed DSPL should continue to pay £200 and schools can pay the additional £100. The following questions were asked:

- Are all schools accessing the training and has it been duplicated in Schools?
- How many schools have attended the training and what has the impact been?
- If schools want to send more than one person on the training, they should have to pay for additional attendees.

MO explained Longdean Speech and Language base provide support for secondary schools. RH shared pupils have to be on roll to access the base. They also offer outreach to both Primary and Secondary schools. GW asked if The Collett school and Haywood Grove access the ELKLAN training, as Woodfield School received funding for a member of staff to be trained. EB said it would be useful to know where the different areas of expertise are, within the Dacorum Schools.

The board agreed the outcome should be to have 1 person ELKLAN trained per school and to promote to schools who have not accessed the training.

**Action: MO to report which schools have attended ELKLAN training and to share at the next board meeting**

MO

