

Dacorum

Minutes of Dacorum Area DSPL Board Meeting

**Date: Wednesday 28th March 2018, 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)
Sara Lalis – Head, Dacorum Education Support Centre (DESC)
Mel Stanley – INCO, JFK
Pauline Kirtley – Head, Heath Lane
Richard Haynes – Head, Hobbs Hill Wood
Debbie Stevens – Head, Goldfield
Sally Short – Head, Hobletts manor Junior School
David Canning, ISL Manager
Silvia Hundell - Area Lead 0-25, Integrated Services for Learning
Patricia Wheway – Parent Representative
Jo Brown - Parent Representative
Maria Oliver – DSPL Manager
Vicky McKirgan – DSPL SEND Lead
Ashley Fabray – Administrator/Minutes

Apologies Received

Katharine Ellwood – Head, Greenway Primary and Nursery
Jackie Hood – Head, Chaulden Infants and Nursery School
Sarah Winter – Head, South Hill Primary School
Gill Waceba – Head, Woodfield School
Eleanor Bevan – Assistant Head, Hemel Hempstead School
Gareth Styles, Head of Foundation, West Herts College
Melanie Flay – Educational Psychologist Manager
Hayley Collett-Gorton - Parent Representative

Agenda Items	Actions
<p>1. Welcome and Introductions GL welcomed everyone to the board meeting.</p> <p>2. Matters Arising from minutes of previous meetings 31.01.18 Item 2. MO updated on the meeting with Lindsey Edwards at Hertfordshire County Council, which she attended with GL and Sharon Wallerson, Partnership Manager for Dacorum Family Services and Link Family Services. The meeting cleared up any mis-conceptions on both sides, Lindsey Edwards acknowledged that the case studies provided showed that the family services are working at too high a level and has invited Sharon Wallerson and Rosemary Inskipp, Partnership Manager for Kings Langley and Gade Family Service to visit MASH (Multi-Agency Safeguarding Hub) to discuss further.</p> <p><u>Minutes were approved by DSPL Board as presented</u></p>	

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3. Feedback from Family Services Managers

MO explained Schools Family Workers still have issues stepping up cases and is hoping this will become easier after Sharon Wallerson & Rosemary Inskipp have met with MASH.

4. Local Partnerships – feedback from HCC

MO reported HCC would like to move towards aligning DSPL areas with Local Partnerships. Dacorum is the only area in Hertfordshire whose DSPL area exactly matches the schools of its Local Partnership. There will be a workshop organised by HCC about this next term, which will MO will attend.

5. PoDS Conference 2018

MO updated she has 4 speakers confirmed for the Conference on 26th April 2018. Most schools have booked a place and she will continue to chase those who have not yet booked. MO has contacted the speakers for the biographies and will add bitesize information for each speaker onto the Agenda.

6. Leadership & Management

MO shared her role has grown since she started four years ago. MO is unable to increase her hours and an additional post within the team was agreed in principle at the last Board meeting. GL explained he has discussed this with MO and suggested discussing with the Board as an opportunity to restructure. MO, VM and AF left the room for the Board to discuss. On re-entering GL explained the board does not want to lose MO, as she is invaluable to the service and suggested the following:

- Working Party of 4 board members to meet with MO regularly to help support her and work on a report for the board to look at early September. The working party members will be RH, PW, DS and Katharine Ellwood.
- In the short term, MO to prioritise her workload, keeping to her 20 hours. MO can step back from some meetings, e.g. Primary Behaviour Service
- MO and SS to discuss stepping back from Link Family Services

7. DSPL Strategic Plan

MO explained she needs to submit the draft plan by the end of this week, however, it is not finished and asked the board if she should submit it and continue to work on it after. The board discussed, and it was decided to submit it as a draft and then work on the plan after the Easter holidays. RH will meet with MO to go through the check list he has been sent and SL will email information on Secondary Behaviour.

Action – MO to meet with RH to go through the checklist for the strategic plan

Action – SL to email MO the information for secondary behavior to include in the strategic plan

8. DSPL updates

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

VM handed out DSPL Proposals and explained the following:

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1. SENCo group meetings have inconsistency attendance and messages are not reaching all schools. VM recently attended a DSPL Leads meeting and heard another DSPL area buy in Herts for Learning (HFL) to run briefings for the SENCo cluster groups, which would help to increase attendance, as it is more time efficient for SENCos. The board discussed this and like the idea, if it is within budget and headteachers would need to agree.
2. Sensory Audit walk through – VM has discussed this with Gemma Wishart, Autism County Lead and has discussed the possibility with the Special Schools Outreach to conduct sensory audits in schools. The board discussed this, and it was felt that this should be covered within the work that the outreach team are already working on with the children in schools and they can provide advice and strategies.
3. AET – VM has been running small group sessions with Woodfield school to support schools in completing their AET, however attendance is still low. Another area has found it successful to buy out time for staff to attend the sessions. The board discussed this, and it was suggested streamline the meetings and offer it as a big event, similar to the AET best practice morning.

b) Primary Behaviour Service

SL reported from 1st April all the funding will now go to DESC and £250k has been agreed for the new build at DESC. The locality space at The Redding will close in August and the decommissioning process takes 9 months. RH is working hard to see if the build can be agreed and ready for September, so there is not a gap in provision. SL will present a 20-minute slot at the next board meeting to show what will be offered to Schools.

c) Mental Health sub group

MO shared the proposal for the Pupil Support Worker posts and explained the roles. There is £40k underspend and £20k in the long term strategic plan that could be used to fund the roles for one year. The board discussed concerns around the long term sustainability of the roles and RH was concerned that not all schools want a pupil Support Worker and suggested going back and consulting with schools first.

9. Any other business

JB asked if there is shortage of speech and language therapists, as she has been asked by other parents. DC explained there is currently a recruitment issue, as they have a high turnover of staff. Their contract has been extended for a year and will then be re-commissioned within the wellbeing budget.

10. Date of meetings for 2017-18:

9.30 am at The Cavendish School
Wednesday 27th June 2018

There being no further business, the meeting closed at 11:30am.