

Dacorum

Minutes of Dacorum Area DSPL Board Meeting

Date: Wednesday 31st January, 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
 Jackie Hood – Head, Chaulden Infants and Nursery School
 Pauline Kirtley – Head, Heath Lane
 Katharine Ellwood – Head, Greenway Primary and Nursery
 Richard Haynes – Head, Hobbs Hill Wood
 Gill Waceba – Head, Woodfield School
 Eleanor Bevan – Assistant Head, Hemel Hempstead School
 Debbie Stevens – Head, Goldfield
 Sarah Winter, Head, South Hill Primary School
 Sally Short, Head, Hobletts Manor Junior School
 Gareth Styles, Head of Foundation, West Herts College
 David Canning, ISL Manager
 Silvia Hundal - Area Lead 0-25, Integrated Services for Learning
 Sophie Levitt – Senior Educational Psychology - St Albans and Dacorum (standing in for
 Melanie Flay)
 Hayley Collett-Gorton - Parent Representative
 Maria Oliver – DSPL Manager
 Vicky McKirgan – DSPL SEND Lead
 Ashley Fabray – Administrator/Minutes

Apologies Received

Patricia Wheway – Parent Representative
 Jo Brown - Parent Representative

Agenda Items	Actions
<p>1. Welcome and Introductions GL welcomed everyone and introductions were made. SW has replaced Paula Harris, Kings Langley Primary School, SS is representing Link Schools & GS has taken over from Vikram Hansrani, West Herts College.</p> <p>2. Matters Arising from minutes of previous meetings 29.11.17 Item 2. GL explained the meeting with Jackie Clementson and Jenny Coles has been re-arranged for 21st February 2018. However, Jenny Coles now has another commitment and is unable to attend the meeting. GL and MO have decided to still go ahead with the meeting. DC also recommended contacting Lindsey Edwards, Interim AD Services for Young People. MO will write to Lindsey on behalf of GL.</p> <p><u>Action – MO to write to Lindsey Edwards on behalf of GL</u> <u>Action - GL to write to the board to report the outcomes of the meeting on 21st February 2018</u></p> <p><u>Minutes were approved by DSPL Board as presented</u></p>	<p>MO GL</p>

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3. Feedback from Family Services Managers

MO reported the Family Services teams continue to run as normal and Link Family Services have appointed a new Family Support Worker, who is due to start employment shortly. Pressures on services are still a concern.

4. Local Partnerships – feedback from HCC

MO explained there has not been another HCC local Schools Partnership Strategic Planning meeting since the last once and will feedback once she has more information.

5. PoDS Conference 2018

MO updated the following speakers have been confirmed: Nicky Morgan MP, Dr Karen Edge and Dr Harrison. MO explained at the Mindfulness meeting last week, Suzanne Stace, Head of Westfield Primary spoke about their whole school approach to mindfulness and wellbeing. Adrian Bethune is a teacher at Westfield Primary, who practices Mindfulness and has recently written a book 'Wellbeing in the Primary Classroom'. MO asked the board if they would like Adrian to speak at the conference, all agreed. GL also suggested Lord James O'Shaughnessy, Minister whose remit is Mental Health.

Action – MO to ask Adrian Bethune to speak at the PoDS Conference

Action – GL to ask Lord James O'Shaughnessy to speak at the PoDS Conference

MO
GL

6. DSPL updates

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

VM updated on the projects she is currently working on

- **AET**– VM has been working with Woodfield School offering SENCos support in small groups in completing the AET standards. On 1st February VM is attending a County-wide meeting to look at how to combine AET and Benchmarking. 31 schools have started/completed the AET. All but 2 schools in Dacorum have an Autism Lead and VM will be arranging to meet with these 2 schools.
- **Mentoring for year 5/6 pupils** – VM reported this is going well. The next steps will be; matching mentors, training and organising transition day.
- **Upcoming training** – VM has organised the following training:
Social Skills with Louise Howe, Specialist Advisory Teacher – 03.05.2018
Puberty Talk for parents by Robyn Steward – 09.03.2018
Dyslexia for Parents with British Dyslexia Association – 20.03.2018
- **ADD-vance** – Drop-in consultations for parents have been organised from January, which are rotating monthly between Hemel Hempstead, Berkhamsted and Tring. ADD-vance are also still offer a 6week parenting course with 2 mentoring sessions.
- **Best Practice Event** – 40 people attended this event, which was for parents and schools. The morning consisted of speakers and Q & A panel, with pre-submitted questions.

The board discussed some concerns around the delivery and content of the AET training. SH will feedback and look into this further.

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b) Primary Behaviour Service

KE reported on the strategy meeting lead by Debbie Orton, there is funding available from HCC for high needs and DSPL8 will be receiving £105k in April. The funding bid has been sent, however due to the SPLD base review, consultations have been delayed until January 2019. Tracey Pricketts, Reddings School is looking into the decommissioning process and KE, SL and RH are looking at the budget to support the transition from April to September and then to January. The feedback from the Heads meeting last week was there are a few issues, however it is working and schools are using the service.

KE shared the Primary Behaviour board now has a year's worth of data, which she will bring to the next board meeting.

c) Mental Health sub group

I. Terms of Reference

MO explained the background of the Mental Health sub group, which has grown and now to make the group more formal, has written Terms of Reference (TOR).

MO ask the board to read the TOR and let her know any feedback

Action – ALL to read the TOR and feedback to MO

ALL

II. Mental Health Workers

MO explained that the group is looking to create 2 Pupil Support worker roles to work across the Family Services in Dacorum, which was agreed in principle at the last Board meeting. A meeting has been organised next month to discuss the roles and MO will feedback at the next board meeting. MO suggested the posts could be funded using the £40k, originally set aside for the DESC locality space.

III. Resources/Step2 Booklets

MO handed out copies of the Step2 booklets and explained she can bulk order these from Step2 for Dacorum Schools. KE has previously seen the booklets and said they are a good resource to support targeted families. The board discussed the booklets and decided it would be useful to evaluate the impact. MO will ask the School Family Worker teams, who have used the booklets, for their feedback from the families, including how the SFW's used the booklets.

MO reported she is working on resource pages for Headteachers, parents and young people, which will contain useful free resources, websites and apps. These have been sent to the Mental Health group for feedback.

The board discussed how there is lots of information currently being shared and how do they know what is right. DC shared Jackie Clementson, Head of Early Help and Intensive Family Support Service, would be an appropriate person to invite to the next Mental Health sub group meeting to give an overview from HCC's perspective. SL shared there is a national consultation for the Transforming children and young people's mental health provision green paper and the group needs to include this in their thinking.

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<p><u>Action: MO to ask Step2 if the booklets cover primary to secondary aged children</u></p> <p><u>Action: MO to ask Rosemary Inskipp & Sharon Wallerson for feedback on the Step2 booklets</u></p> <p><u>Action: MO to invite Jackie Clementson to the next Mental Health Sub Group meeting</u></p>	<p>MO</p> <p>MO</p> <p>MO</p>
<p>7. <u>Any other business</u></p> <p>MO explained she met with GS last week to discuss how DSPL funding could be used to support post 16 learners. GS explained West Herts College have a 2 year plan progressing towards independence and there are 2 destinations for their learners 1) Community projects and 2) Workplace. GS gave some background information and explained they have lots of good links with some employers, however there are lots of missed placement opportunities where learners need more coaching in the role and a transition worker could help support this. Learners could also benefit from more careers advice and guidance that is targeted towards their needs. GS will work with MO to put together a proposal for a transition worker, who would be employed by West Herts college and funded by DSPL.</p>	
<p><u>Action: GS & MO to write a proposal for Transition worker for the next board meeting.</u></p> <p>MO shared the monitoring report was sent a few weeks ago and there are some items to which money has been allocated which has not yet been spent. One of these is money allocated for Herts Steps training, which was to train two in-house trainers in every school in Dacorum. As spaces on courses are limited, most of this money remains unspent and will need to be rolled over. MO will discuss this at the next Hertfordshire Steps meeting.</p> <p>MO asked the board if they would be receptive to the idea of using some of the funding to have another post in the DSPL8 team, due to the increase in workload and change to the role of DSPL Manager over the last three years. GL suggested for MO to work on a proposal and bring it to the next board meeting.</p> <p>RH explained the strategic plan has to be submitted on 31st March and it would be too late to discuss this at the next board meeting. It was suggest to set up a strategic group meeting to discuss this before the next board meeting.</p>	<p>GS & MO</p>
<p><u>Action: MO to discuss Hertfordshire Steps training at the next meeting</u></p> <p><u>Action: MO to write a proposal for another DSPL8 post for the next board meeting</u></p> <p><u>Action: MO to send dates to the board members to organise a strategic planning meeting</u></p> <p>KE explained she is Chair of the board for the Dacorum Rural Children’s Centre and they currently have a saving on staff costs of £40k, which will be taken back if it is not spent. KE asked if the board has any suggestions on how this money can be spent effectively, to let her know.</p>	<p>MO</p> <p>MO</p> <p>MO</p>
<p>8. <u>Date of meetings for 2017-18:</u></p> <p>9.30-11.30 at The Cavendish School Wednesday 28th March 2018 Wednesday 27th June 2018</p> <p>There being no further business, the meeting closed at 10.55am.</p>	