

Minutes of Dacorum Area DSPL Board Meeting
Date: Wednesday 9th December 2020, 9:30am – 11:30am
Online meeting via Zoom

PRESENT:

Katharine Ellwood - Head, Greenway Primary and Nursery and DSPL Dacorum Operational Lead
 Richard Haynes – Head, Hobbs Hill Wood and DSPL Dacorum Operational Lead
 Suzanne Stace - Head, Westfield Primary School
 Sara Lalis - Head, Dacorum Education Support Centre (DESC)
 Hayley Yendell – Head, Heath Lane Nursery
 Jackie Hood – Head, Chaulden Infants and Nursery School
 Jo Harris – Principal, Bedmond Academy
 Gill Waceba - Head, Woodfield School
 James Shapland - Head, Ashlyns School
 Patricia Walker - ISL Area Manager - Professional Lead for SEND Specialist Advice & Support Service
 Natalie Long - Parent Representative
 Carole Hassell – DSPL8 & Partnership of Dacorum Schools Manager
 Ruth Mason – DSPL8 SEND Lead
 Ashley Fabray – DSPL8 & Partnership of Dacorum Schools Support Officer (Minutes)

In Attendance:

Deena Wallworth - Specialism Lead for Early Years and Local Area Lead for East Herts, Broxbourne, Welwyn and Hatfield, ISL

Apologies Received

David Fisher - Head, Kings Langley School and DSPL Dacorum Lead (Chair)
 Karen Rudman - Deputy Head of Family Support Services, InspireAll
 Joanne Summers – Deputy Principal Educational Psychologist: St Albans and Dacorum Team
 Alison McLaughlin – Parent Representative
 Natasha Chiswell – Head, Aldbury Primary School

Agenda Items	Actions
<p>1. Welcome and Introductions KE chaired the meeting on behalf of DF and welcomed everyone to the board meeting.</p> <p>2. ISL Update</p> <p>a) ISL SEND SAS PW presented a PowerPoint presentation on the ISL update and a copy will be circulated with the minutes. PW also updated she has responded to the letter from the SENCo’s with their concerns and will be attending the SENCo cluster in January to provide further feedback. Questions received from the presentation: <i>Q. Is the data for ESMA related to St Albans and Dacorum?</i> A. Yes this is for both districts.</p> <p>b) Early Years Offer DW presented a PowerPoint presentation on SEND SAS Early Years update and a copy will be circulated with the minutes. Questions received from the presentation: <i>Q. What capacity does the service have to work with schools and is there a flowchart for the referral process?</i> A. The Early Year’s offer is with the team for comments and following this there will be a document with tiers of support, intervention and referral processes.</p>	

RM shared the Early Years sub group are also working on a poster to include ISL, NHS and the family centre contact lines and information. DW will arrange to meet with RM, HY and Jane Keech to discuss the aligning the flow charts.

Q. Who is Leading on the Steps pilot?

A. Michael Birch, SEMH Lead is developing the content with Adam Hayes, which will then be rolled out across PVI settings.

KE thanked PW and DW for their presentations.

Action – AF to circulate the ISL update and SEND SAS Early Years update presentations with the Board minutes

Action – DW to arrange a meeting with RM, HY and Jane Keech to discuss aligning the flow charts for Early Years support

AF

DW, RM
& HY

3. Matters Arising from minutes of previous meetings 14.10.2020

SL shared the following permanent exclusions this term:

- 1 x Year 3 student
- 1 x Year 5 student – the student does not attend a Dacorum School however does reside in Dacorum
- 2 x Year 11 students – both were rescinded
- 1 x Year 8 student

All actions have either been completed or are covered under the agenda items.

Minutes were approved by DSPL Board as presented.

4. Covid-19 – Where are we now?

All agreed schools are managing lots of different situations during this difficult time.

5. Finance

a) Local School Partnership Budget 2020/21

RH explained the LSP budget started in September and is delivering across all 4 areas. Link Family Services/Dacorum Family Services are fully staffed and Gade Family Support/Kings Langley Partnership are currently recruiting for a School Family Worker. Yewtree School is rejoining the partnership, which will increase the school family worker hours by 10 hours.

b) DSPL budget 2020/21

RH explained the proposal to spend specific items from the DSPL budget, which was circulated with the meeting papers. Questions received from the proposal:

Q. For the training grant offered to schools, under the Project officer budget line, will DSPL8 offering the training?

A. DSPL8 will signpost schools to the online training, which is under £250. KE shared if anyone would like more information on drawing and talking to contact her SENCo Dani Roe who is trained in this.

All board members approved the proposal.

c) PoDS budget 2020/21

53/73 invoices have been paid. The PoDS conference will be discussed under agenda item 6.

6. DSPL/PoDS Managers update & SEND Lead update:

- a) **DSPL strategic plan 2020-21 update**
- b) **Local High Needs Funding Panel update**
- c) **Partnership of Dacorum Schools:**
 - I. **PoDS Conference 2021**

CH & RM presented a PowerPoint presentation on the DSPL update.

Currently Ashridge House have agreed to extend the PoDS Conference to July 2021. The board discussed how Summer term would be busy for schools and agreed to postpone the Conference until 2021/22.

KE thanked CH & RM for the presentation and all the hard work from DSPL8. SS also thanked the DSPL8 team and shared her positive feedback on the Raise Professionals Mental Health and Emotional Wellbeing course and requested a copy of the flyer to promote this further.

Action – AF to circulate the DSPL update presentation with the board minutes

Action – AF to send the Raise Professionals Mental Health and Emotional Wellbeing flyer to SS

AF
AF

7. DSPL updates

a) Autism sub Group

JH pre-submitted her sub group minutes and there were no further questions. JH thanked RM for all her hard work.

b) Primary Behaviour Service

KE pre-submitted her board minutes and there were no further questions. KE shared she is inviting Richard Woodard and Adam Hayes to the next Primary Behaviour board meeting to update on services.

c) Mental Health sub group

SS pre-submitted her sub group minutes and there were no further questions.

I. Mental Health sub group proposal

SS explained the proposal which was circulated with the meeting papers and explained not as much funding would be required from the contingency as the supervision will not be starting this term.

Questions received from the proposal:

Q. How will this be sustained, as this will be funded from the underspend this year and there will be no resource for this next year?

A. SS suggested following feedback from this year schools might prioritise this to put money aside to fund supervision. SS will also look into alternative funding options. CH shared she has looked into research on supervision as a whole school approach and will create a survey monkey to schools to see what they are currently offering and look at gaps in how to support staff wellbeing and sustainability.

SL shared Nicola Saunders has contact the Education Psychology services for a quote, however they are very overstretched at the moment and Nicola can source quality assured supervisors.

All board members approved the proposal.

KE suggested for SS to provide more detail on the proposal at the January Dacorum Heads meeting. HY thanked SS for the proposal and for the regular updates to Dacorum Heads.

d) Early Years Sub Group

HY pre-submitted her sub group minutes and there were no further questions.

e) School Family Worker sub group

RM explained the School Family Worker sub group have not met this half term, as they only meet once a term and the School Family Worker Forum took place this half term. The TUPE transfer of Link Family Services staff from Kings Langley School to Hobbs Hill Wood School will be completed on 1st January and then the 4 Partnership will become 2 Partnerships. The names for both Partnerships will be agreed in the new year.

8. AOB

None.

KE thanked everyone for their continued support this year.

Dates for Board meetings 2020/21:

Wednesday	03.02.2021	9:30-11:30am
Wednesday	24.03.2021	9:30-11:30am
Wednesday	19.05.2021	9:30-11:30am
Wednesday	07.07.2021	9:30-11:30am

There being no further business, the meeting closed at 10.55am