

Minutes of Dacorum Area DSPL Board Meeting
Date: Wednesday 14th October 2020, 9:30am – 11:30am
Online meeting via Zoom

PRESENT:

David Fisher - Head, Kings Langley School and DSPL Dacorum Lead (Chair)
Richard Haynes – Head, Hobbs Hill Wood and DSPL Dacorum Operational Lead
Neil Jones – Principal, Jupiter Community Free 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
Natasha Chiswell – Head, Aldbury Primary School
Gill Waceba - Head, Woodfield School
James Shapland - Head, Ashlyns School
Karen Rudman - Deputy Head of Family Support Services, InspireAll
Joanne Summers – Deputy Principal Educational Psychologist: St Albans and Dacorum Team
Patricia Walker - ISL Area Manager - Professional Lead for SEND Specialist Advice & Support Service
Sharon Coubray - County Specialism Lead SLCN & Autism and Area Lead, SEND SAS
Natalie Long - Parent Representative
Alison McLauchlin – 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)

Apologies Received

Katharine Ellwood - Head, Greenway Primary and Nursery and DSPL Dacorum Operational Lead
Suzanne Stace - Head, Westfield Primary School
Tim Jordan – Deputy Head, The Hemel Hempstead School
Danielle Jata-Hall – Parent Representative

Agenda Items	Actions
<p>1. Welcome and Introductions DF welcomed everyone to board meeting and all introduced themselves.</p> <p>2. Matters Arising from minutes of previous meetings 01.07.2020 All actions have either been completed or are covered under the agenda items.</p> <p>Minutes were approved by DSPL Board as presented.</p> <p>3. Covid-19 – Where are we now? RH explained Dacorum Family Services and Link Family Services are still offering a service within some schools and also online. The team are working a 2 shift Rota and are using a large meeting space for weekly face to face team meetings. There are concerns some families are not receiving the level of support they should, as School Family Workers are not currently offering home visits. CH shared DSPL are offering training and courses, filling the gaps not currently offered by Hertfordshire County Council. In response to Covid-19, the Raise Resilience course was organised in the Autumn term with 200 attendees and again this term with 100 attendees. The feedback has been very positive and AF will circulate the report with the board minutes.</p> <p>Action – AF to circulate the Raise Resilience report with the Board minutes</p>	<p></p> <p align="right">AF</p>

4. Finance

a) Local School Partnership Budget 2020/21

RH explained the 4 LSP budgets are for the new finance year and are consistent in each area. They are all within their budgeted amount, with plans to spend the budget, however Covid-19 might effect this and there could be some underspend.

All agreed the 4 LSP budgets for 2020/21.

b) DSPL budget 2020/21

RH explained DSPL finance for 2019-20 had some challenges with spending the funding and therefore there is a significant underspend in the 2020/21 budget. There has been a slight increase in funding received from the Local Authority this year. The long term strategic plan will include the SEND School Family Workers and Pupil Support Workers. The short term projects are still running. The underspend includes an increase in staff capacity to deliver the projects and there is a claw back of £80k. RH and CH will work on a plan for the underspend.

All agreed the DSPL budget for 2020/21.

Action - RH and CH to work on a plan for the underspend.

RH & CH

c) PoDS budget 2020/21

DF shared he has written to all Dacorum Schools to inform them of the reduction in fees for the PoDS invoices. CH raised an issue where schools are querying the numbers on roll they have been invoiced for are different to the numbers in school. It was agreed to inform schools the figures have come from the Autumn term 2019 Census provided by HCC and any changes will be reflected in next year's figures.

All agreed the PoDS budget for 2020/21.

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

- a) DSPL strategic plan 2020-21**
- b) Autism & Sibling Group**
- c) Local High Needs Funding**

CH and RM presented a Powerpoint presentation on DSPL8 and a copy will be circulated with the minutes. Questions from the presentation are:

- 1) *Does the Mental Health Leads support group tie in with the Mental Health guidance?*
CH confirmed this will tie in the with Dacorum and HCC guidance and the purpose of the group is to offer support and networking.
- 2) *Could the Hertfordshire Steps funding come under the remit of the Behaviour group to look at the quality and evaluation of the training? SL currently has a member of her team auditing the Steps training.*

It was agreed the Hertfordshire Steps funding of £7,820 could be used towards this. SL will work out an audit cost and liaise with CH to discuss this further. It was also agreed the Post 16 Hertfordshire Steps funding of £3,200 could be used to support secondary schools towards either refresher training or training new staff. RH and CH will meet to work out a plan.

All agreed the Strategic plan 2020-21.

<p><u>Action – AF to circulate the DSPL8 PowerPoint presentation with the Board minutes</u></p> <p>d) Partnership of Dacorum Schools</p> <p>I. Local Schools Partnership proposal</p> <p>RH explained the Partnership Changes paper, which was pre-submitted. The 4 Local Schools Partnership (LSP) services will be come 2 services – Dacorum Family Services and Link Family Services will become one service and Kings Langley Partnership and Gade Support Family Services will become one service. There will be no difference in the service delivery, it will just become more streamlined. The TUPE cost will be taken from the DSPL/LSP resource and will be in place by January 2021. The paper also explains the balances held for redundancies and any large surpluses can only be spent by prior approval of the DSPL/PoDS Board.</p> <p>All agreed the LSP proposal.</p> <p>II. PoDS Conference 2020</p> <p>AF has contacted Ashridge House and they have confirmed they will extend the PoDS Conference booking for 1 year until April 2021. The board discussed this and agreed this would be too early due to the pandemic and AF will request to move the Conference to June/July with the possibility of also using outside space.</p>	<p>AF</p>
<p><u>Action – AF to contact Ashridge House to request postponing the PoDS Conference to June/July</u></p> <p><u>Action – AF to add PoDS Conference update to the next Board agenda.</u></p> <p>III. PoDS action plan</p> <p>The action plan was pre-submitted and there were no questions.</p> <p>DF thanked CH and RM for their presentation and RH for his work on the LSP’s.</p> <p>6. DSPL updates</p> <p>The new sub group minute recording structure was submitted for each of the sub groups and the Chairs agreed this was a better format.</p> <p>a) Autism sub Group</p> <p>JH thanked RM and AF for their work and there were no questions for the sub group.</p> <p>b) Primary Behaviour Service</p> <p>SL shared currently the report only includes the Primary Behaviour Service and suggested Secondary representatives joining the board to become the Behaviour Service for both Primary and Secondary. It was agreed as the Headteacher, JFK and the Deputy Head, Ashylns School currently sit on the DESC Management Committee for SL to contact them to request if they can join the Behaviour Board. SL updated there has only be 1 permanent exclusion since 1st September in Dacorum out of 11 across the County. SL will include a breakdown of Primary and Secondary for the next board meeting.</p>	<p>AF</p> <p>AF</p>
<p><u>Action – SL to contact the Headteacher, JFK and the Deputy Head, Ashylns School regarding joining the Behaviour Board</u></p> <p><u>Action – SL to report on the Permeant exclusion data for Primary and Secondary schools at the next Board meeting</u></p> <p>c) Mental Health sub group</p> <p>CH shared Mind are offering lots of resources and training for free, which DSPL8 will continue to include in the communication to schools and parent/carers.</p>	<p>SL</p> <p>SL</p>

JS asked if the 'Wellbeing for Education Return to School' project is organised through DSPL. CH confirmed this is organised via Herts for Learning, however, she will contact Yael Leinman and Breda O'Neill, Strategic Leads for Mental Health in schools, as this was previously offered by their service.

d) Early Years Sub Group

HY shared the Early Years sub group have reviewed and rag rated the action plan at the last meeting. There were no questions for the sub group.

e) School Family Worker sub group

RH explained the sub group requires more representatives from the Gade Schools area. The sub group have set the action plan and agreed an agenda for the SFW Forum, which will include the Local Schools Partnership SFW's and individual SFW's in Schools. The sub group is also looking at streamlining all the paperwork across the partnership. There were no questions for the sub group.

7. ISL update

a) SEND SAS

PW and SC presented a Powerpoint presentation on SEND Specialist Advice & Support Service and a copy will be circulated with the minutes. There were no questions.

DF thanked PW and SC for their presentation.

Action – AF to circulate the SEND Specialist Advice & Support Service PowerPoint presentation and ISL contact leaflet with the Board minutes

AF

b) Educational Psychology Service update

JS updated the Educational Psychology service has sent all schools a letter with their contact EP. All schools are offered a contact conversation each term and the contact line is available for Parents. A presentation on the service is available, which JS will share with the board. JS is working closely with RM and either herself or a team member will be attending the SENCo forums.

Action – JS to share the EP Service presentation with the Board

JS

8. AOB

None.

DF thanked everyone for attending the board meeting virtually and confirmed the board meetings will continue via Zoom.

Dates for Board meetings 2020/21:

Wednesday	09.12.2020	9:30-11:30am
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 11.30am