

Agenda for KPCF Steering Committee Virtual Meeting 09.12.2020 9-10pm

Present BP, CI, RA, CF, NA, AC, LK, LS, CM, Rob Harris, Kelly Jones

Apologies: AS

- **Hello and Welcomes** -10 Minutes

Everyone in the committee introduced themselves, prospective members, Rob Harris and Kelly Jones introduced themselves to the committee.

- **Open Actions** (0 minutes): Have been emailed to individuals that need to complete.
- **Feedback and updates from meetings attended** – 20 Minutes

- ☐ **Engagement meeting - BP**

RA and BP attended the Engagement meeting with AFC and other partners. They virtually met with Nigat and her team. This strand of work is something that BP and RA are particularly passionate about around reaching diverse communities and making sure that they understand and know about SEND and what is on offer. This is exactly what Nigats team work on, so we spoke about ideas on how we wanted to include those other communities and they are able to use a couple of their routes into other communities to share information about what we are and how to sign up to information.

RA drafted this information and has passed it on to Nigats team who will share it shortly.

They also said that they are really happy to help us work on engaging other communities that need to be reached and bring us together with them.

This was a great positive and overall it was a very positive meeting.

RA has already seen that we have had quite a few new views on the Facebook page so the message is already spreading.

They also talked about how to go about making sure that we're accessible and reach true accessibility. This is an ongoing piece of work that we are feeling positive about.

- **Items we want and to be raised post consortium meeting with AFC – 10 Minutes**

The next meeting is on Tuesday, BP explained what this meeting is for. LK raised that there had been no theme set or agenda sent out.

Carrie to email Ashley regarding theme and agenda and feedback to the group.

Questions to be asked;

- ☐ **Who would be our go to person for answering questions regarding funding? For SEN support and in general?**
- ☐ **Ok so no access to a finance person so what do we do between meetings?**
- ☐ **The Kingston PCF want access to the matrix**
- ☐ **What do we do when something is wrong with it or we do not agree with it?**

- **AOB – 10 Minutes**

- **Finances for EHCPs – AC raised**

AC reported back from the therapy review meeting last time about the Kingston Matrix being mentioned in the context of therapies.

AC emailed Alison Stewart to ask how this relates, and if therapies are included in the EHCP matrix. As some schools say that this only covers TA's and it was not clear if therapies are also included in the funding that schools receive. Alison spoke with finances and fed back that yes it is possible for the matrix to include both staffing and the therapy. When AC asked who would be the best person to contact in future regarding funding and finances generally they replied that they do not want contact from the group, or for the group to have a contact within the finance team that questions can be referred to. Informed that if we have a question then it is to be asked at the consortium.

In light of this the questions to ask at the consortium should be;

Who would be our go to person for answering questions regarding funding? For SEN support and in general?

BP also suggested that we email questions we may have.

AC would like for it to be possible for parents to request to see the matrix, to see what's actually in it. To be able to see it when they have concerns about provisions.

BP said that it was a clear ask that we want to be able to see the matrix, and what do we do if something is wrong with it?

AC mentioned that schools may sometimes give different information and there is a lot of variety in what is said.

CF mentioned that last year being involved in asking Ashley and Anna Chiva about funding and mainstream schools only having SEN support, and they were very positive that this was going to change and that there were lots of things happening. Anna was very positive that she totally agreed and it was all going to change. There has been no update since and every time that question is asked it is completely swerved.

BP recommended that we keep asking questions and trying to get the support needed for the most vulnerable children.

Every school seems to be doing things differently and BP thought that it was a bit better in specialist schools and asked for feedback from NA and KJ.

NA mentioned that at Dysart, are better at being on top of therapy reviews and reassessments. NA receives reminders of when these are due. They are very efficient at getting these things done. When her child was at mainstream the only support her son received was a once a term visit from SALT to set his targets for the TA. NA had to employ a private SAL therapist to come into the school to help train the TA.

KJ stated that she finds Bedelsford school very good in the way that he gets a lot of therapies when at school but feels that it should be the same in mainstream schools. KJ mentioned that mainstream school would suit her sons' cognitive abilities but worries that his physical needs would not be met outside of a specialist school.

BP stated that it is right for SEND children as far as possible to be accommodated and welcomed into the mainstream environment but those children are getting a raw deal because they don't get the provisions as there is not a level playing field when it comes to support.

It needs to be looked into being able to meet both the physical and cognitive needs of SEN children.

☑ Communication regarding templates - AC

The therapies review meeting did not happen this month but instead there was communication linked to therapies on the therapy and health advice templates.

AC has sent the committee copies of the templates and notes on her observations so far in an email prior to today's meeting. AC would like to gather more feedback from people who have been through or are going through the process of EHCP. Especially if anyone has any experiences of really good templates, from other providers.

The pilot is meant to be starting in January, they did not give much time to provide this feedback.

One of AC's biggest concerns is around the structure of the templates as it looks like they interfering with the 'golden thread'. The 'Golden thread is viewed as the basic of the whole EHCP process and documents. There should always be the need first and then the provision to meet the need before the outcomes to be achieved. For some reason they have now changed it to outcomes first, which is upside down. This means that they may want to redo the whole template in the wrong order and so AC would like to raise this as an issue.

AC has asked Alison via email if there is a deadline, to which she has not responded so all we know is what is stated on correspondence with the document is that they would like to start the pilot in January. There will then be opportunities to review it.

If the template is good to start with then we have much better chances of it being meaningful when it is used in the EHCPs.

The original issue before we had Alison Stewart as designated clinical officer there one no one with a role like this within the CCG. Due to this there were no templates and it was a total mess. Then it was raised with a previous commissioner. AC had a good template that she shared and this worked well, and included hours and made a good package. The outcomes and targets tend to be lacking and the provision is not specific enough. This reduces accountability and is what is lacking especially in mainstream schools. Alison's role is to ensure compliance with SEN code of practice which is why these templates are being introduced to do this.

CI raised a question regarding the health form, who is actually filling in this form? No all children receive specialist support from paediatricians or other practitioners after diagnosis. Who has enough knowledge to do this? Even GP appointments are not face to face at the moment. What is the realistic picture when it comes to the form being completed?

AC stated that the nursing team should have input but who decides between educational and health needs.

Unfortunately, AC is unable to share the template that she was given.

NA raised how different the assessments are from the local authority (2 pages) and other providers such as SENSational Kids (15+ pages). NA had to fill in the health care section for her son, and usually does this with the school because her son attends a specialist school and they have a nurse who helps do this alongside medical reports and information provided by NA.

LK raised that if your child is in mainstream school then child will be referred in and out of health care services, but for many years LK's child was not referred to any service when the EHCP came around to being reviewed so gets left out. LKs daughters EHCP is currently with a solicitor who has reviewed it. If there is a therapeutic want then it should be how many hours per week, and what grade of person does it. That should be the minimum otherwise you cannot measure against it to ensure compliance.

BP said that we will formally give our feedback on this to Alison but make that it is cc'd to another range of people.

If anyone in the committee has any additional comments on the template shared by AC please forward them to AC who will collate them and then send to LK before returning out feedback to Alison.

BP discussed that the whole point of co-production is that we should be working in conjunction with them not just to comment after the fact. The pilot is due to start in January and are they actually planning to incorporate our feedback? BP asked to be cc'd when the feedback is sent and suggested that this is done quite quickly. When BP sees this, she will forward a reminder of the fact that at the partnership board and last consortium meeting BP very robustly spoke about what is co-production and what we are expecting to be part of and not an afterthought.

If this is ignored then this just adds to the evidence that they are not actually using this group in the way that it is intended.

BP mentioned that Alison seemed very friendly when she first joined but now seems very quiet.

There is a workstream that is led by Anna Chiva, Quality Assurance. CI spoke with Ashley regarding potentially nominating herself to do this work. They have said that they will have to have a think about how they do it because they will have to redact so much information as CI will be a volunteer and everyone else involved would be paid.

Website – BP

The template has now been sent out to five or six specialist organisations including the one that NA recommended. One has already said no, another has said that it is not enough work for them but put us in contact with someone else.

BP will keep everyone up to date on how that goes. The formal tender has gone out with an initial price offer of 5k with more available for reaching appropriate accessibility elements. BP will continue to take the lead on this.

□ **Grant Application – BP**

We were given a short notice chance to apply for a grant from 5k to 15k. BP completed these and requested money for therapies. In chunks of £250, this is an opportunity, should we get it to get needs assessed through SENSational kids or other services. So that would help 25 families if we are successful. They have asked today for the full bank details which BP is hoping is positive news.

● **SENSOS Seminar update** – Carrie to update group – max 5 minutes

Carrie will forward update to members from Eleanor but can be started on the 14th Jan costing £250 per session. There will then be a session every 2 weeks for 3 topics. We have permission to record them although Eleanor has suggested that the order change. Carrie will confirm the date but would like to know if there needs to be any changes to the order that has been suggested.

We will advertise as soon as we get the date. This advertisement will also be sent to schools and RA now has a list of school email addresses.

LK reminded the group of the constitution requirements and this could be included at the start of the seminars.

They have asked us to arrange the Zoom and recording of the sessions.

● **Actions from this Meeting – 10 Minutes**

- Carrie to add Finances and Website to agenda every meeting and send a finance statement to all members.
- Carrie to email Ashley Re: Tuesdays meeting Theme and agenda and feedback – Done
- Carrie to send committee Eleanor's (SENSOS!) responses. – Done
- Members to email responses to the above email to Carrie
- Carrie to confirm date and time of first seminar with Eleanor and feedback.
- Members to email AC if they have comments on the templates.
- LK to work with AC on final feedback draft
- BP to be copied in on feedback regarding templates, and follow up with comments.
- Carrie to look into cost of additional reminders on Cozi Calendar