



Local Area Partnership Minutes



Date and Time	14.05.2019	
Venue	Walton Le Dale Neighbourhood Centre, Brindle Road, Bamber Bridge. PR5 6YJ	
Attendees		
Name	Job Title	Organisation
Anne Hardman	Designated Clinical Officer	LCFT
Tim Grose	Locality Manager, Children & Families Wellbeing Service	LCC
Rachel Kay	Headteacher, Mayfield School	LCC
Jan Burrow	SEND Auditor	LCC
Shamaila Iqbal	Primary Mental Health Worker	LCFT
Sarah Derbyshire	LD Commissioner	West Lancs CCG
Sam Jones	Chair, Lancashire Parent Carer Forum	
Claire Carsley	Parent Carer Forum steering group member	

1.	<p>Introduction and Roles</p> <p>Apologies received from Gareth Jenkins, Kirsteen Walmsley, Laura Friar and Fiona Harris Hilton</p>
2.	<p>Minutes of the last meeting and Action Matrix:</p> <p>Action point 4 and 5 completed, all other actions remain outstanding.</p> <p>Minutes from the last meeting agreed.</p>



	Action Matrix updated:
3.	<p>Discussion of local issues: all attendees provided updates of current involvement from their areas.</p> <p>AH outlined that the meetings are to be a forum to gather around table and discuss services being provided, make all aware of SEND provision to wider footprint and community – support services, shops, supermarkets, leisure centres – inclusive for all. An opportunity to share good practice.</p> <p>JB fed back re Participation for life events held with LCC, offering training to empower parents, key issues discussed at events were transition from primary to secondary, child without EHCP but with ASD diagnosis. Parents were given the opportunity to feedback relating to transition, SEN support plan encouraged for the child transitioning, things that work to support the child now and going forward. DB has released survey of a few questions to release to a small sample of parents. Report that there is no consistency with plans for transitioning into year 7.</p> <p>JB undertaking an audit of EHCP's, SEND champions for each trust now in place within health to take SEND message to trusts, SEND rep from social care still to be appointed. Mandatory training courses to include SEND message – generic slide to explain SEND/ reasonable adjustments for children and young people. SI interested in taking this for her CAMHS training.</p> <p>SI outlined that CAMHS offer training, wellbeing workshops and young person mental health first aid (two day course), covers anxiety but not specifically in SEND.</p> <p>TG Family & Wellbeing Service's offer parenting support to parents' of children with additional needs, however these are standard parenting courses rather than focusing on specific conditions/diagnoses.</p> <p>Teen life programme offer a youth charity course, which discusses EHCP's and transitions this is run in association with the National Autistic Society.</p> <p>SJ feedback on current progress of the Parent Carer Forum, forty parents registered currently which is increasing and building on the previous steering group. My Life are</p>



	<p>delivering parenting course to these parents, and the AGM for the group is scheduled for June 10th. Group are to look at what parents would like to achieve over the next 12 months, pilot group talking to three sets of parents in each area for their feedback. This feedback of local issues to be brought to the next meeting.</p>
<p>4.</p>	<p>Local Offer:</p> <p>SI undertaking scoping exercise for local offer in the Preston area, currently updating list to include agencies, mainly mental health agencies to be included, tier 1,2 and tier 3 which is CAMHS. Create directory of services, specifically SEND to then share with schools. Pro forma for services to be created to update details on local offer websites. AH asked for SI to share with Gareth as he is working on the local offer for the whole of Lancashire. CH to send SI email address for Gareth Jones.</p>
<p>5.</p>	<p>Project work: Surveys for transitions.</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  Generic Transitions questionnaire.docx </div> <div style="text-align: center;">  Y6 7 transitions Questionnaire.docx </div> </div> <p>AH feedback project work ideas from last meeting, map services to see what is happening currently with transitions, map the current provision to gather a baseline from schools. Including what resources are available, survey to go to primary and secondary schools within the South area.</p> <p>JB asked for the survey to be extended to Further Education, year 11 plus. Some colleges have been holding dedicated open days and times for SEND children to attend. Diane Booth currently looking at preparation for adulthood transitions,</p> <p>Questionnaires discussed - how will we ensure schools complete the information and that schools are honest in answers, if schools not returning could possibly be raised through heads meetings. Special schools to roll out to their link schools. Target secondary schools with AH to take to heads meeting. How will the questionnaire be circulated, requirement that it is accessible and adaptable for all.</p> <p>Ask schools who have pupils that are transferred after transition to special school, how individualised is this transition?</p>



Add another question into the survey: what additional things do they do for children with SEN? What do you offer with SEN? What do you offer beyond the standard transition?

Early intervention required to ensure that needs are met at the earliest stage, before secondary school. Highlight cases of successful transitions without looking at children individually, focus on what went well.

AH to pass transition survey information to Diane Booth.



Action Matrix

Date Discussed	Agenda Item	Action	Action to be taken by	Completion Date.
22.01.19	4.	LF to circulate preferred supplier list for agencies	LF	
22.01.19	4.	AH to discuss issue on agency care for small packages at next parent/carer forum	AH	
19.03.19	3.	DB to attend next parent carer forum to receive feedback from parents re transitions in education and bring to next LAP meeting	DB	
14.05.19	4.	SI to send list of services to Gareth Jenkins for inclusion in updated Local Offer website	SI	