



Lancashire SEND Partnership Ways of Working

Members of the Lancashire SEND Partnership are part of an equal partnership involving education providers, Lancashire County Council, Health Provider Trusts and Clinical Commissioning Groups (CCG's), Lancashire Parent Carer Forum, POWAR and Project Search. Our Partnership will be developed through the creation and promotion of agreed [values/principles](#) - in which we welcome and have regard for all, we ensure that everyone is included and that we value the contributions they make. We will engage in open, honest communication and work to build a Partnership of trust where we listen to and respect each other.

We encourage a climate of openness and dialogue through which the opinions and free expression of concerns are welcomed as a helpful contribution to the culture of the Partnership.

In this context the expectations of all members of the Partnership are set out below.

As members of the SEND Partnership so that we can work together effectively we will:

- Demonstrate personal commitment to the values and principles in the SEND Partnership Strategy; being courteous, sensitive and respectful to all Partnership members, independent representatives and any other individuals and/or groups during our work;
- Uphold and promote the reputation of the Partnership at all times;
- Ensure that we always work within, and represent, the Partnership in a professional manner;
- Hold in confidence all matters that come to our attention, including information about any individual or organisation, unless permission is given for information to be shared;
- Share any information gained as a member of the Partnership in a professional and responsible manner;
- Ensure punctual and regular attendance at meetings and activities to which we are committed and where this is not possible, notify the Chair or Lead as soon as possible;
- Raise concerns about Partnership processes, actions of colleagues, or the nature of involvement in Partnership activities, with the understanding that every attempt will be made to respond constructively, in confidence and with sensitivity, to find a resolution.

As members of the Lancashire SEND Partnership so that we uphold the values and principles we have agreed and can work together effectively it is important that we do not:

- Use involvement in the Partnership to further our own interests or beliefs;
- Use involvement in the Partnership to represent our own views to the exclusion of the views of other Partnership members;
- Not damage the reputation of the Partnership or any of its partners, through our actions or behaviour, or any communication mediums, including social media.

I know that doing so could lead to the cessation of my involvement with the Partnership.

Any concerns about a Partnership member's adherence to these expectations should be shared with the Chair of the Board, Lead for the Thematic working group or lead for an activity attended as appropriate.

Personal Commitment

I have read and understand that I am agreeing to work as part of these arrangements within the Lancashire SEND Partnership; the Chair of the SEND Partnership Board will have the right to review my involvement with the Partnership should I fail to uphold them in all circumstances:

Signed:.....

Print:.....

Partnership Role/Involvement:.....

Date:.....

The SEND Partnership Values

We share these values as the basis of our work together to support children and young people.

Inclusion: Belonging and involvement

Integrity: Honesty, trust and fairness

Respect: Value, regard and reliability

When we use these words, we mean that they will guide the way we behave towards each other, so that we create a culture of understanding as the foundation for excellence.

Five Partnership Principles

The principles which are the foundation for how we work are set out in the [Code of Practice \(2015\)](#). They make clear that we must take the views, wishes and feelings of children, young people and their parents/carers into account, support them to take part in decision making and together enable children and young people to achieve in education and adulthood. In practice, the FIVE principles from the Code that guide our work are:

- 1) Choice and control for children, young people and parents
 - Taking children and young people's views seriously
 - Involving parents and carers in decision making
- 2) Collaboration between education, health and social care
 - Building trusting relationships
 - Ensuring coordination of support
- 3) Quality provision and services
 - Delivering consistently
 - Communicating clearly
- 4) Inclusive practice and removing barriers to learning
 - Behaving fairly and with compassion
 - Assuring children and young people's dignity
- 5) Preparation for adulthood
 - Being proactive and ambitious
 - Providing options and choices