**SE SEND Workshop 6 Minutes**

**30th September 2016, Crawley Library**

**Present:**

Alastair Lee (Chair) Data & Information Manager East Sussex

Joe Cornford-Hutchings Information Analyst East Sussex

Tracey Maytas SE SEND Co-ordinator SESLIP

Nicola Willsher MI Officer Kent

Susan Jewell Performance Data Analyst Reading

Katharine Everett Surrey

David Cooper SEN Resource Manager Brighton & Hove

Jennifer McKenzie Information Analyst Portsmouth

Lauren Bray SEN Case Worker Portsmouth

Tim Macklin Medway

Kirsty Doyle Information Officer Buckinghamshire

Conrad Benefield Performance & Intelligence Analyst Surrey

Liz Flaherty County Service Manager Hampshire

Iwona O’Sullivan Performance & Intelligence Analyst Surrey

**Apologies:**

Steve Jarvis Information Analyst East Sussex

Daniel Harper Business Information Officer Medway

Gaby Close Surrey

Jan Hagara Performance Manager Surrey

Kirstin Butler Performance & Intelligence Manager Surrey

Sarah West SEND Data & Research Officer West Sussex

Pip Stubbs SEN Officer Bracknell Forest

**1. Welcome & Introductions**

**2. Changes to the report following April Meeting**

 JCH ran through the updates that had been made to the report following April’s meeting:

* Persistent Absence data added
* Referrals by Month and NC Year added
* Heat map colours changed
* Referrals by Month- changed to bar chart
* LDA Transfers removed
* Some other minor formatting changes

**3. Update on Usage of the report**

There was a discussion about how the report has been used in each of the LA’s represented at the workshop. In some LA’s the report is used more regularly than in others. Some LA’s are currently looking to improve the data they provide. All those present agreed that the group is useful, and managers are keen on sending representatives to the workshops.

The LG Inform report has been published. This was produced in conjunction with the DfE and allows comparisons with SN’s as well as regional neighbours. There are clear differences between this and the SE SEND Benchmarking report. The SE SEND Benchmarking work is funded from the ADCS Improvement Fund, and this funding is reconsidered each year- need to make sure that the work is helping improvement.

AL gave a demonstration of the LG Inform SEND report. Some charts show numbers which makes comparison with neighbours less useful. This report is available to everyone. **ACTION – JCH – Include link in minutes:**

[**http://lginform.local.gov.uk/reports/view/send-research/local-area-send-report?mod-group=AllSingleTierAndCountyLaInCountry\_England&mod-area=E06000028**](http://lginform.local.gov.uk/reports/view/send-research/local-area-send-report?mod-group=AllSingleTierAndCountyLaInCountry_England&mod-area=E06000028)

The NCER are currently looking at developing a matching tool and setting up all SEN children as a ‘school’ to report on. This could potentially make the data collection for benchmarking a lot easier.

AL gave a re-cap of the SEND Benchmarking project for those attending for the first time.

**4. SEND Inspection Feedback**

DC- B&H first inspected. What Ofsted wanted to know was ‘were we telling the truth’ in our self-assessment? Inspectors were keen on timescales- did we meet deadlines? If not, were we keeping families informed? Were the families happy? Supposed to be joint inspection with how we were doing with reforms but Social Care was not really looked at. Keen to know if we were communicating with schools regarding those pupils who don’t meet the thresholds for EHCP. Ofsted didn’t like Local Offer- quite simple, not enough guidance to people on how to get information

LF- Data hardly looked at in Hampshire. SEN Support focus- what were schools doing? 2 CQC inspectors drilling down in to health/ early help

TM- Peer review of local offers- DfE providing additional funding. Look at SEN2 return and other reports before arrival. Inspectors don’t have a lot of time- do things in the day and feed back to each other in the evenings. Any quick and easy to digest reports would be helpful. Self-evaluation framework very important to inspectors- how can we make the benchmarking report easier to use for self-evaluation prep?

We need to be careful that we don’t just use data for Ofsted prep, and use it for monitoring and improving performance.

**5. Changes from the Jan-16 and Jan-17 SEN2 collection**

* Splitting SEN Units and Resourced Provision into Academy/ Free School/ Maintained
* Apprenticeships/ Traineeship/ Supported Internship - Mandatory in 2016-17
* Initial Requests
* Initial Requests where child in YO/ Prison
* Removing LDA as should have been converted

Following discussion it was decided not to reflect these changes in the October benchmarking collection as some LA’s are not updating their systems until December.

**6. Nexus Update**

AL was going to be sent data but hasn’t received yet.

**7. Next Collection/ Report**

We need to ensure all rates are per 10,000 0-25 population. There was a discussion about plans being opened for children at the extremes of the 0-25 age range. Some LA’s being forced to open plans on 1yr olds by tribunal judge- siblings had plan. 22 and 23 year olds putting requests in for a plan.

TM- is there still a requirement to track NEET for SEND up to 25? AL- CCIS report covers 19-25.

Additional/ Secondary Need - Is it useful?

* Time consuming for LA’s who have free text box for additional needs
* **ACTION JCH- Remove Primary vs. Secondary Need**

**ACTION JCH - Re-send guidance re: Home/ Funding/ School LA**

Next collection- Data date- School Census day (6th October 2016)

 Deadline for returns- **Monday 14th November 2016**

**8. AOB**

SEN Forecasting- KB asked what LA’s were doing around forecasting

* JCH Spoke about East Sussex process
* IO- spoke about Surrey forecasting – different process to East Sussex
* LF- Hampshire process similar to Surrey- based on school provision
* DC- Brighton & Hove are a net importer – overflow from London. HI massive with movement in from elsewhere due to good provision.
* Tracey Maytas- prior to referendum, DfE were going to go out to regions to get LA’s to work in a future provision focussed way
* DC- work on dynamic purchasing system- standardise bandings/ top-ups- quality assurance

There is a piece of work that needs to be done to publicise/ promote what can be done with self-evaluation through benchmarking.

Final thing to keep in mind- if LG Inform and Nexus supersedes what we are doing then we will stop our benchmarking. Group still useful for sharing experience and practice.

9. Date of Next Meeting

Combined meeting early December- look at October report and pre-Jan planning.

**Action – JCH to arrange**