

**South-East Sector-led Improvement Partnership**  
**South-East Children Missing Education Group Meeting**  
 29<sup>th</sup> January 2025, 10am

## Meeting Notes

Present: Natalie Smith (Hants), Jon Willcocks, Pauline Martin Ellis (Hants), James Fowler (Bucks), Bryn Roberts (Southampton), Ian Fraser (M Keynes), Neil Stevenson (Portsmouth), Katy Daly (Bracknell), Cathy Edwards (Kent), Gavin Thomas (B&H), Melissa Perry (W Berks), Claire Raffaelli & Annette Taylor (RBWM), Anjali Sidhu (Slough), Jo Goodey (Oxfordshire), Chris Owen.

Apologies: Vidy Narayan (E Sussex), Melissa Perry & Sal Looker (W Berks), Mark Keiller (Surrey),

Item	Actions
<p><b>1. Welcome and introductions</b>  <b>Matters arising</b></p> <ul style="list-style-type: none"> <li>• November's notes were agreed as accurate.</li> <li>• GP / paediatrician flowchart: being shared and developed further with GPs at a conference in March. Examples of current issues are: admin capacity in surgeries, and the requirement for health professional to meet a parent whether or not school information is available. Aim to join up the sharing of information from school with practices. Chris will recirculate the flowchart.</li> <li>• Reading shared that a recent paper in the British Journal of General Practice about support for school attendance is a helpful lever (<a href="https://bjgp.org/content/bjgp/73/734/414.full.pdf">https://bjgp.org/content/bjgp/73/734/414.full.pdf</a>).</li> <li>• E Berks LAs are contributing to the local GP conference (contact made via the DCO). Clare can update in March.</li> <li>• Ox: when a child deregisters from school and moves to EHE, this information is shared with school nurses and they are expected to flag this with the child's GP practice too.</li> </ul>	<p>Chris</p> <p>Clare / Katy</p>
<p><b>2. Progress report on current topics</b></p> <ul style="list-style-type: none"> <li>• <u>Protocols with NHS / ICBS</u>: DCO group has requested sharing of contact details of LA reps at this group. All present had no issue with this happening.</li> <li>• Group agreed to request update information about staffing in support of CME, EHE and attendance in terms of fte. Fiona agreed to review the template for information with Chris before he circulates the request.</li> <li>• <u>LGO complaints</u>: ADCS has circulated across its regional coordinators and at least three further regions have flagged similar concerns. ADCS will approach LG Ombudsman with a request for a meeting.</li> <li>• <u>EHE / CME Dashboard</u>: Chris reminded that the request for sharing the upload to COLLECT has been sent out. Last term was the first time we achieved 100% response (Thanks). The issue about CME numbers reflecting local methodology and capacity was flagged – perhaps review next time against the latest dashboard.</li> <li>• <u>Reading highlighted the Central Health Information Service</u>: maintains which GP practices children are registered with. Helps to keep track of children who are mobile and a potential safeguarding risk. Happy to share more on this in March; Also Hants can share work to maintain contacts to keep track of children moving across LA borders.</li> </ul>	<p>Chris</p> <p>Fiona / Chris</p> <p>Chris</p> <p>Fiona / Jon</p>
<p><b>3. EOTAS / s19 packages</b></p> <p>Wide ranging discussion as different LAs shared approaches and responsibilities with respect to EOTAS and the challenges, linked to s19, of decision-making being needed across Children's Services (e.g. SEND leads) rather just by CME leads for s19 related provision. This continues to be a challenging area of service, especially with financial pressures in LAs. Chris will check around whether there is any sign of DfE planning further updates to national guidance about s19 (new alternative provision guidance has been published)</p>	

<p><a href="https://assets.publishing.service.gov.uk/media/67a1ee367da1f1ac64e5fe2c/Arranging_Alternative_Provision_-_A_Guide_for_Local_Authorities_and_Schools.pdf">https://assets.publishing.service.gov.uk/media/67a1ee367da1f1ac64e5fe2c/Arranging_Alternative_Provision - A Guide for Local Authorities and Schools.pdf</a> ).</p> <ul style="list-style-type: none"> <li>• Group is interested in progressing practice sharing about different strands of managing demand to support children who are not attending school / EOTAS. Chris will also link with the DCO network to explore if this might be a theme for a joint meeting in the future.</li> <li>• Chris will work with Natalie to draft a summary of areas of interest and possible LAs to link with to share examples of approaches either before or at the next meeting. This proposal will be circulated for comment before the March meeting.</li> </ul>	<p>Chris</p> <p>Chris / Natalie</p>
<p><b>AOB</b></p> <p><b>Dates of future meetings:</b> 12<sup>th</sup> March at 10am; 30<sup>th</sup> April 10am; 12<sup>th</sup> June 10am; 17<sup>th</sup> Sept 10am.</p>	