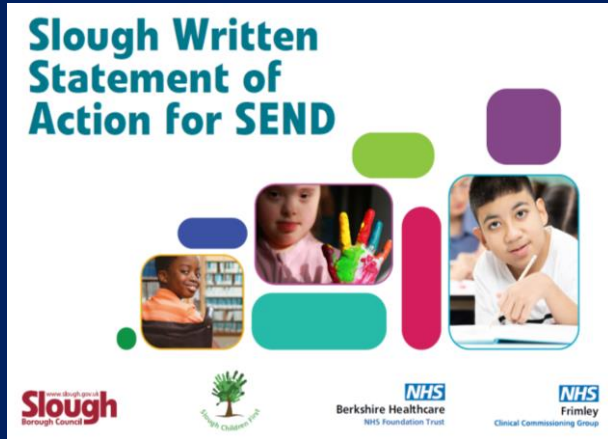


Slough Written Statement of Action (WSOA) Review Meeting with the DfE

6 October 2022

10:30-12:30



WSOA Overview

Key Updates since June 2022

- The SEND agenda has a much higher profile across the area.
- Key service changes (structure, processes and proformas) implemented.
- All except one vacant SEND Officer posts filled, Group Manager in post and newly agreed SEND posts being advertised.
- Autumn Term Visits taking place with specific focus on SEND.
- LGA Review of SEND Service completed. Draft report due 23/10/22.
- Special Voices initial session delivered with positive feedback.
- Completion of 20-week statutory conversions heading slowly upwards.
- EHCP process revised to identify children who have social care needs.
- Transition process into ASC and transition meetings between SCF and ASC in place.
- DP policy revised and rates adjusted accordingly.
- Accommodation process for 18+ young people in place
- Since the last review there have been no urgent dysphagia cases identified in mainstream education settings.
- Funding for additional SALT posts secured
- Successful recruitment to OT and Assistant OT posts



P1

“There are weak arrangements for ensuring effective joint leadership and accountability, self-evaluation and improvement planning at a strategic level across education, health and care services (including considering the high turnover of staff and an area-wide commitment to inclusion)”

Key next Steps identified	Progress Since June 2022	Actions
<p>1. Continue to focus on impact measurements and make more rapid progress, gathering evidence of impact as this evolves</p>	<p>Evidence continues to be collated and stored to show progress. Governance has strengthened, although needs further strengthening. The SEND agenda has a much higher profile across the area than before.</p>	
<p>2. Continue to strengthen the Statutory SEND service and prepare for LGA review in September 2022</p>	<p>2.1 Service Changes:</p> <ul style="list-style-type: none"> • Service restructured into 2 key delivery teams (Pre-14 & Post-14) • New AR & EHCP templates co-produced (children, parents/ carers). • SEND/ Inclusion team regularly attend SENCo Network to obtain feedback, share information and offer training. <p>2.2 Engagement with Children, Parents, Carers:</p> <ul style="list-style-type: none"> • Phase transfer process updated: YP/ parents/carers able to provide preferences online. • SEND Officers routinely contact parents/ carers and settings to explain decisions before issuing letters (pro-forma updated). • SEND team members meet with parent-carer forum monthly to obtain feedback and share information on service developments. <p>2.3 Recruitment:</p> <ul style="list-style-type: none"> • All, except one (SEND Officer filled with interim), vacancies filled • Adverts out for newly agreed posts & interviews scheduled for w/c 17/10/22 	<ol style="list-style-type: none"> 1. Develop improved communication and partnerships with stakeholders. 2. A first draft of a Handbook for all SEND Officers is being discussed and once finalised will aid consistency of practice and further reinforce expectations around communication and delivery. 3. 2 half-days of Capita training are planned for October and November, for all SEND team members, to enable improved engagement with the system.
<p>3. Analyse school survey and plan next steps with schools in September 2022</p>	<ul style="list-style-type: none"> • School survey analysed (see Workforce Development Strategy WSOA Focus Area 1.2 & 1.3). • Autumn Term Visits are feeding into this also and currently taking place. 	<ol style="list-style-type: none"> 1. Analysis of supplementary survey. Both to feed into the Workforce development SEND planning workshop

Impact on children: Collaborative working together to ensure a holistic assessment of children's needs with children getting the wrap around support they need at the right time.

P2

“The overlooked voice of the children and young people with SEND and their families and consequent lack of understanding of their lived experiences and the lack of readily available, helpful and accurate information in this regard”

Key next Steps identified	Progress Since June 2022	Actions
1. Identify support for updating and maintaining the local offer	CYP team has agreed with supporting the work scoping out and producing a road map/project plan for the improvement of the Local Offer.	1. Planning and support for implementation of the Local Offer
2. Ensure co-production events take place and then build them in systemically	Slough Strategic Approach to Co-production signed off by SEND Strategy Board (a medium-term solution)	
3. Involve a range of parents/ support groups to include a wide range of parents to help ensure a representative view	Co-production of the SEND Strategy with C&YP, Parents and partners scheduled	1. Co-production of the SEND Strategy with C&YP, Parents and partners planned for November as part of the annual Parent Partnership (special voices) conference
4. Ensure systems are in place to capture the voice of YP, parents and families both at an individual and strategic level	Timetabling of SEND Team attendance at monthly Special Voices coffee morning to gather parental views, voice and	1. Targeted schools visit is planned for November in partnership with the SENCO network to gather pupil’s voice.
Impact on children:	Pooled resources to ensure effective collaboration so parents are able to self serve and know what support is available for children across the partnerships.	



P3

“There is a lack of effective use of meaningful performance information to inform the area’s strategy and planning, as well as to evaluate its effectiveness”

Key next Steps identified	Progress Since June 2022	Actions
1. Revise the SEND Strategic Board performance framework and dashboard	<ul style="list-style-type: none"> Performance information for Q1 2022/23 reviewed, including latest health outcomes and provisional education outcomes for 2021/22. SEF updated with latest available performance information. 	1. Facilitate first Data-Learning-Improvement agenda item at SEND Strategic Board by Oct-22
2. Confirm SEND Service operational metrics and establish regular reporting mechanism.	<ul style="list-style-type: none"> Reviewed Waltham Forest performance framework to inform SEND service decision on selecting operational metrics to monitor regularly. SEND service operational metrics selected by new team leader 	<ol style="list-style-type: none"> Complete training for new SEND Officers on recording in Capita One system by Nov-22 Develop SEND service KPI tracker by Jan-22
3. Define and implement data collection approaches for some specific topics e.g., Parent and child feedback, school exclusions.	<ul style="list-style-type: none"> Presented insight from Parent and Carers Ofsted survey 2022, which was facilitated by Special Voices, at SEND Strategic Board. Approved procurement of ‘StudyBug’ software to track live pupil level attendance data in Slough schools. 	1. Implement ‘StudyBug’ software to establish live reporting mechanism between schools and Slough LA by Nov-22
4. Ensure the approaches taken in this workstream align to good practice in other local authorities	<ul style="list-style-type: none"> Briefed by BHFT colleagues on a SEND strategic performance framework, which has already been successfully adopted in Windsor & Maidenhead and in Reading. 	<ol style="list-style-type: none"> Implement a new SEND Strategic Board performance framework, similar to the model reviewed other LAs by Jan-23 (subject to Board approval). First iteration of a SEND Service operational performance report, similar to a model reviewed from Waltham Forest LA by Nov-22

Impact on children: A shared understanding of current performance and using data to drive improvement for children and young people.

P4

“There are limited opportunities for parents, carers and children and young people with SEND to be involved in planning and reviewing area services”

Key next Steps identified	Progress Since June 2022	Actions
1. Bid submitted to Better Care Fund (BCF).		1. Recruitment process for SEND participation role including partners and CYP with SEND.
2. First BHFT group planned with Special Voices parent partnership forum in Slough (08/07/22), to be led by two operational leads to meet with parent/ carers and listen to their views & ideas for improvements, and discuss how to respond to feedback received.	Session delivered by CYPIT service with positive feedback that session was well received and included concerns around therapies and advice on support strategies.	<ol style="list-style-type: none"> 1. Follow up next steps with BHFT participation lead re further CYPIT sessions. 2. Further sessions requested to take place with neurodiversity and mental health services too. 3. Session with Primary Care is being planned for Nov 2022.
3. Review existing participation opportunities open to CYP with SEND and for parent/carers to benchmark the range on offer, current engagement with, accessibility of, communications and plans to improve participation. This needs to be at an operational and strategic level.	<ul style="list-style-type: none"> • Parent/carer feedback added as standing item to SL and EB wide strategic boards. • Met with Special Voices and reviewed other opportunities for parent/ carer involvement and links have been made with leads for involvement going forward: <ul style="list-style-type: none"> • Looked at Special Voices current involvement in commissioning a Key Worker programme for children and young people who are inpatients or at risk of admission. • Local Offer development, • HAF programme • SENDIASS steering group • Concerns also shared about access to Primary Care • Worked with KIDS to design an e-survey aimed at understanding position of existing participation groups, this has gone out to local participation workers. 	<ol style="list-style-type: none"> 1. Analyse results of survey ready for induction of SEND Participation worker 2. Follow up session re primary care is being arranged.

Impact on children:	Hearing the voice of children and families to drive individual plans and impact on commissioning of services that meet the needs of Slough children and families
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P5

“The timeliness with which EHC plans are produced and updated, particularly nearing transition points, and the absence of systematic processes for the quality assurance of EHC plans”

Key next Steps identified	Progress Since June 2022	Actions
1. Strengthened tracking process for Annual Reviews ready to implement at start of July 2022	<ul style="list-style-type: none"> Have developed a tracker but implementation delayed due to summer break. 	1. Introduce tracker to staff and implement by Nov 2022
2. Quality Assurance multi-agency working group to begin in Sept 2022	<ul style="list-style-type: none"> Key stakeholders identified for initial working group meeting 	1. Meeting scheduled for next week.
3. Draw on LGA review as opportunity to further strengthen systems	<ul style="list-style-type: none"> Official report of the LGA due on 23 October 2022. 	1. Nov 2022 task & finish group to be set up with key stakeholders to review current document and agree timetabling, attendees and responsible officers.
4. Further recruitment – SEND Officer, Assistant SOs and Educational Psychologists/ Assistant Eps	<ul style="list-style-type: none"> All, except one (SEND Officer filled with interim), vacancies filled Adverts out for newly agreed posts & interviews scheduled for w/c 17/10/22. Business case is prepped and finance is being confirmed for Educational Psychologists and Assistant Eps: <ul style="list-style-type: none"> Job packs are ready to run as soon as ECP approves. In the interim locum support in place and seeking more to cover the notice period that new recruits will have to serve. 	1. Quality Assurance multi-agency working group to begin in Sept 2022 2. Recruitment to <ul style="list-style-type: none"> SEND Officer Assistant SOs Educational Psychologists/ Assistant EPs
5. Draw up an action plan to show incremental intended improvement to the 20-week indicator	<p>20-week figures for EHCNAs have shown improvement, and at the same time the backlog is being steadily addressed.</p> <p>Tracker in place to ensure process is well-monitored moving forward.</p>	
6. Draw up an action plan regarding the compliance rates for the Annual Review process	<p>A similar approach is now being introduced to ARs.</p>	There are plans for this to be developed within the next couple weeks

Impact on children: Understanding where the delays are and addressing these to ensure timely assessment for children and families.

P6

"The absence of social care considerations in EHC plans, for children and young people not known to children's social care, and in services in the area, including the lack of age-appropriate social opportunities for children and young people and limited offer of short-break or respite services for parents and carers"

Key next Steps identified	Progress Since June 2022	Actions
1. Dip Sample audits of contacts and referrals to determine if needs for social care intervention is appropriate or not.	<ul style="list-style-type: none"> Dip Sample audits of contacts and referrals to determine if needs for social care intervention is appropriate or not 	1. To be completed once new process has embedded
2. Design of a process to identify if children have social care needs when an EHCP process is in place.	<ul style="list-style-type: none"> Social Care representation at the SEND Panel. Current process has been reviewed including best practice examples from elsewhere. Training given to MASH staff from Early Help to ensure they sign post where appropriate. 	
3. Procedure to be drafted to transition young people to Adult Social Care including young people in care.	<ul style="list-style-type: none"> Transition process now in place. Regular bi-monthly meetings undertaken with Adult Services reviewing all children aged 14 years old and open to children with disability, including those with a POC or in the care of Slough Children First. 	1. Undertake audits jointly with adult services to ensure voice of young person has been heard and transition has worked well
4. Review of DP policy, market analysis to increase residential short breaks, shared care and day care short breaks	<ul style="list-style-type: none"> DP policy reviewed and rates increased in line with minimum wage, although number of users has decreased in Sept. Following market analysis 7 providers now quality assured for short breaks. Increase in short breaks being provided. Breakaway re-inspected positive outcome and now offering tea sessions. 	
5. Discussions with SBC regarding accommodation for 18 plus provision	<ul style="list-style-type: none"> For young people aged 18+, who are tenancy ready, clear process in place for accessing social housing with SBC. 	1. Further commissioning work being undertaken for 18+ accommodation where young persons immigration status has not been resolved or they are not tenancy ready.

Impact on children:

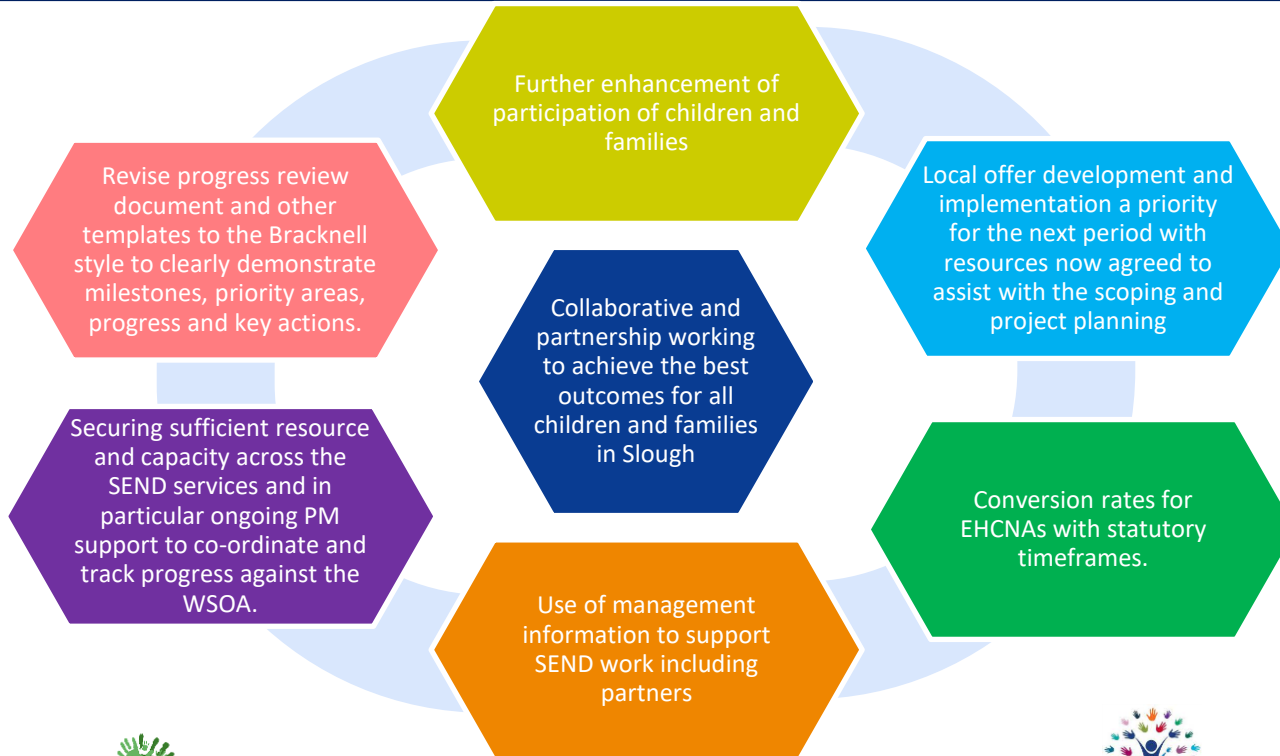
Social care voice in EHC Plans and ensuring social care needs are considered and met for all children and families including transitions into adult social care

P7

“There is inequitable access to SALT and OT services, excessive waiting lists and waiting times and the absence of a dysphagia service for those aged five and over”

Key next Steps identified	Progress Since June 2022	Actions
<p>1. Continue work around developing service for CYP with dysphagia/eating and drinking needs</p>	<ul style="list-style-type: none"> • Work continues to be underway to progress the plans with the Integrated Therapies Project/ Attain Project • Reduction in OT triage wait to 8 weeks. • Reduction in longest waiter for OT assessment – now 98 weeks. On track to be below 18 months by 31/12/22 & below 12 months by 31/3/23. • Reduction in longest waiter for a Sensory Processing Workshops- now 30 weeks. Additional online resources in development. • EHCA compliance: 6 outstanding for CYP known to OT service- appointments booked. • Further 9 reports on way to LA. • Reduction in number of children waiting for SLT review / updated assessment at Arbour Vale School – 75 remain. • Reduction in number of children waiting for SLT support in mainstream schools- 31 remain (9 are transfers in) • Additional financial resourcing for SLT via the Better Care Fund has been secured – BHFT have filled 2 of the band 6 speech and language therapist posts. Band 5 post out to advert. • Dysphagia support continues to be provided by the OWL Centre for Arbour Vale School, C&YP aged 5-18 y/o are being triaged by BHFT and support provide on a spot purchase basis through BHFT. • Since the last review there have been no urgent dysphagia cases identified in mainstream education settings. • OWL contract due to be finalised & care pathway agreed. • DCO and representation from BHFT CYPIT service at SEND panels, which has been positively received. 	<ol style="list-style-type: none"> 1. Next planned Integrated Therapies Project/ Attain Project meeting scheduled for October 2022. 2. Dysphagia service contract is with the school head for sign off 3. CYPIT Speech and Language School age Lead and Designated Clinical Officer for SEND have plans to update pathway as soon as sign off is completed. 4. Ongoing work to tackle the number of children known to service with outstanding EHNCA requests. 5. Continued work to ensure all C&YP in Arbour Vale School and mainstream, with SALT needs identified, are being reviewed/assessed.
<p>2. Recruitment of staffing into the Integrated Therapies Team to build capacity</p>	<ul style="list-style-type: none"> • BHFT have a signed-off business case funded through BCF for: 2x SALT Band 6 therapists an 1x Band 5. • BHFT have recruited 2 band 6s and these will start imminently • There was success in recruiting 2.8 WTE OTs and 1.0 WTE OT Assistant into the Berkshire East service in June 2022. • 2 OTs in Berkshire East left for maternity leave from July 2022. 	<ol style="list-style-type: none"> 1. Recruitment of additional staff into the Integrated Therapies Team to build capacity
<p>Impact on children:</p>	<p>Increased offer of SALT and OPT services to decrease waiting times and ensure children and young people get the support they need when they need it</p>	

Next Steps



Slough Written Statement of Action for SEND



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