

SEND Reforms Torbay

March 2015 (No.5)

The newsletter gives a summary of current SEND reforms work taking place in Torbay. For further information about any aspects of the reforms please contact 01803 206297 or email SENDreforms@torbay.gov.uk

(hyperlinks are highlighted as bold italic purple text)

LOCAL OFFER SURVEY

Young People / Parents – please tell us about services that you value

Professionals – please tell us about your service

Help us to improve the Torbay Local Offer by giving us your views:

www.torbay.gov.uk/sendlocaloffersurvey

We are now 6 months into the new changes relating to the SEND reforms and the developments continue. The task of converting Statements of Special Educational Needs to Education, Health and Care Plans is gathering momentum and engagement is strong. It has been a steep learning curve for us all, however I have been impressed by the commitment from all involved to work together to achieve a positive outcome for the children and young people concerned.

There continues to be many challenges ahead of us and the collaboration between all parties will make this achievable, with a joint problem solving approach to any issues which we come across. This newsletter provides you with some of the latest aspects we are focusing upon, and as always we welcome your feedback.

Dorothy Hadleigh, SEND, Head of Service.

Local Offer Development



Torbay's Local Offer site continues to grow. Organisations recently adding information include Community Nursing, Health Visiting, CAMHS, Children's Learning Disability Team and Ethnic Minority Achievement Service.

Please help! If we don't know about a service then we can't include it in the Local Offer, which means people can't find out about the service using the directory. Let us know of services valued by young people with SEN or a disability in Torbay that should be included by emailing SENDreforms@torbay.gov.uk or calling on 0800 328 5974 with the details.

Keeping the Local Offer under review

Local authorities must engage young people directly in developing and reviewing the Local Offer and should consider setting up a forum, or a range of forums, to do so. Local authorities should make every effort to engage a cross-section of young people with a range of SEN and disabilities, in a variety of settings and circumstances and at different ages within the 16–25 age range. Local authorities should make every effort to establish the issues on which young people most want to be engaged. They should also consider using a variety of methods to engage young people. These could include surveys and social media or young people's forums, and making existing consultation groups, such as a local youth council, accessible to young people with SEN or disabilities. Young people should also have opportunities to be engaged independently of their parents –

SEND Code of Practice (4.11)

To strengthen this approach in Torbay, we are building on the initial multi agency and Parent Participation Forum group work, with the actions below:

- a) Gathering ongoing feedback from the Local Offer contact forms.
- b) 6 months development survey for young people, parents and professionals
- c) Setting up user groups to provide guidance and make decisions on the direction and format of the local offer
- d) Links to Healthwatch 'Rate & Review' included on every page of the Local Offer

Contact Form

Comments on the Local Offer can be directed by email to SENDreforms@torbay.gov.uk There is a link to this on the Local Offer itself. Additionally the Family Information Service are happy to take telephone feedback on free phone 0800 3285974. Feedback can also be sent by mail to Local Offer Feedback, SEND Team, 4th Floor South, Tor Hill House, Torquay, TQ1 3DR.

Local Offer Survey: Young People / Parents / Professionals

As promised in the last newsletter, six months after launching the Local Offer we have launched a survey with the aim of building on the work that has been done so far by:

- Finding any services that are not included on the Local Offer website that should be
- Making it easier to find services by understanding how people search the Local Offer
- Helping us understand how we could make the Local Offer more attractive to use
- Showing us what else we could include to make the Local Offer more useful
- Finding people who would be interested in working on the future development of the Local Offer

- Gaining feedback on where we should publicise the Local Offer and raise awareness of what services are out there

The survey has been publicised to:

- Parent Participation Forum
- All Children's Services
- Adult Social Care, Health and Education Colleagues
- SENCOs
- Multi-agency representatives who took part in previous SEND groups
- The public via the Council and Family Information Service Twitter feeds, Facebook, a press release and a link on the consultation page of the council website

Please help us to continually improve the Torbay Local Offer by giving us your views: <http://www.torbay.gov.uk/sendlocaloffersurvey>

User groups

We want to build links with parents and young people's groups, members of the SEND team and the Family Information Service, to try and make sure that the Local Offer meets the needs of Torbay families. These could be established groups or set up specifically. The groups could provide guidance as to the content, format and usability of the Local Offer and also provide both positive and critical feedback on the services available in Torbay. We are working to have something in place by the summer 2015. If you are part of a group that might be interested in taking part in this work please email SENDreforms@torbay.gov.uk

How will the feedback be used?

Common themes gathered from these different routes will be raised at the SEND Operational Leads group which meets every half term. responses will be made available on the Local Offer itself, and summarised within the SEND newsletters.

Torbay SEN: Figures

Since September 2014 the SEN team has been working on the task of converting the 900 statements of SEN to Education, Health and Care plans (EHCPs). The team has until April 2018 to complete all of the conversions.

Conversions from Statements to EHCPs

- **298** - Our target number of conversions for this school year
- **100** statements have been converted to EHCPs since September 2014
- **14 weeks** - the amount of time to convert to an EHCP following an annual review

Alongside the conversion process, the SEN team is responsible for reviewing new requests for statutory assessments and if approved, completing the assessment process and issuing an Education Health and Care plan.

New requests for statutory assessment

(Figures accurate as of March 25th)

- **96** requests for statutory assessment have been received since September 2014.
- **12** requests for assessments agreed and EHCPs issued
- **64** requests for assessments agreed and EHCPs in progress
- **3** requests for assessments agreed but family left the area
- **5** requests for assessment turned down
- **12** decisions pending on whether to proceed with assessment
- **20 weeks** - the statutory period to complete a request for assessment and issue an EHCP

SEND Operational Leads

The SEND Operational Leads group has been set up to bring together partners from health, clinical commissioning, children's & adults' social care and education to ensure that the statutory duties outlined in the SEND Code of Practice are in place and work effectively to the benefit of children/young people with SEND.

- Dorothy Hadleigh, SEND Service Manager
- Diane Graham, General Manager Sensory Services and Learning Disability Services
- Laraine Dibble, Consultant Paediatrician, Child Health
- Jo Hooper, Joint Commissioning Manager (Children's), Torbay & South Devon Clinical Commissioning Group
- Matthew Gifford, SEND Reforms Project Manager

The primary areas of focus are as follows:-

- Developing systems which focus on the child/young person and promote effective joint working
- Building links that will improve transitions from children's to adult's services
- Improving information sharing between individuals, agencies and families
- Identifying gaps in service provision for children/young people and their families
- Contributing to the development of personal budgets for Education, Health and Care plans
- Raising awareness of the impact of the SEND reforms amongst each agency and identify training requirements
- Sharing information relating to changes in legislation and putting actions in place to ensure duties are met
- Performing the function of a Project Board for all SEND work

The group meets every 6 weeks and reports into the Health & Wellbeing Board.

Links with young people and parents

Work Area	Work with young people / families
Local Offer development	User survey - to gain views on format and content from young people, parents and professionals. Proposed young people's and parent's user groups
Improving transitions between children's and adults' services	Parent Participation Forum to contribute views and recommendations to an updated process for transitions
Personal Budgets pilot	EHC Coordinators working with individual families to find new options for meeting Education, Health & Care needs using Personal Budgets
Information Sharing pilot	Pilot planned to give parents / young people control over who can access the information that informs their / their child's EHC Plan
Education, Health & Care Plan feedback questionnaire	Parent Participation Forum working on questions to ask young people / parents at the end of the EHCP assessment to check their satisfaction with the process.
Joint monitoring and support of SENDIASS	Proposal by the Parent Participation Forum to jointly support and monitor SENDIASS.
Ongoing SEND developments	Quarterly meetings between Head of SEND Service and the Parent Participation Forum steering group.
Communications	Parents forum to contribute a column to future newsletters

If you wish to raise an issue for consideration by the SEND Operational Leads group, please email SENDreforms@torbay.gov.uk

Mental Capacity Act Training

The right of young people to make a decision is subject to their capacity to do so as set out in the Mental Capacity Act 2005. The underlying principle of the Act is to ensure that those who lack capacity are empowered to make as many decisions for themselves as possible and that any decision made or action taken on their behalf is done so in their best interests. Decisions about mental capacity are made on an individual basis, and may vary according to the nature of the decision. Someone who may lack capacity to make a decision in one area of their life may be able to do so in another - SEND Code of Practice (8.19).

A course is planned for May 20th which is aimed at professionals who will/may take part in the EHC assessment and planning process. The aim of the session is to ensure professionals have an understanding of the statutory duties and their responsibilities, to allow them to support families effectively.

The course will include:

- An overview of the Mental Capacity Act 2005
- Statutory Key Principles
- Assessment of capacity
- Best Interest decision making
- Independent Mental Capacity Advocates
- Implications for professional practice

Professionals wishing to attend should visit www.learningpool.com/torbay and apply. Places are limited so unfortunately we cannot guarantee requests will be accommodated.

Personal Budgets pilot

The SEND team is currently working with partners to develop options for services that may be accessed using a personal budget.

The team are seeking out individual families to explore the option of accessing the element 3 'top up' funding as a personal budget and to discuss with their child's schools any possibilities for the school or college releasing funding to also be used as a personal budget, to meet the needs of the child / young person.

The objectives of this approach are as follows:

- Create guidance as to how a personal budget could be used to meet the needs of a child / young person with an Education, Health and Care Plan.
- Identify services to achieve outcomes differently in line with parents' / young person's wishes
- Create case study examples of how personal budgets have been used successfully to meet a young person's agreed outcomes and to share this as good practice.
- Make specific recommendations for improvements to the EHCP process

Since starting the pilot on 29th Jan, the team has started to work with 3 families to explore the options open to them. Early indications are that Personal Budgets could be used in some circumstances to support the transition between primary to secondary school for children.

Information sharing

The SEND Code of Practice says that Local Authorities and their partners must work together to develop systems for the effect sharing of information which addresses confidentiality, consent and security.

An information sharing agreement based on work by Plymouth City Council has been drafted to reinforce existing practices, with the following aims:

- Sharing information which supports the provision of better services to our service users and communities, and improves the design of a service.
- Ensuring that information is shared safely and securely.
- Ensuring that in sharing information:
 - There is a clearly defined requirement,
 - It accords with the Data Protection Act 1998 and other applicable legislation and is otherwise lawful,
 - Only appropriate information is shared,
 - It is in the interests of service users and communities.
- Putting in place governance that ensures that managers and staff are aware of their responsibilities and recognise the need to work with partners.

Patient Knows Best pilot

PKB is an electronic patient controlled record, used in health to help patients better manage their care. It allows the user to work online with the people involved in providing their support. The patient can decide who can access their information and gives them the option of communicating directly with anyone who they have included in their group. Anyone with an email address can have an account and the site can be accessed using devices such as iphones and ipads.

A pilot is being planned to see if this system could be adapted to support the information sharing that is fundamental to the Education, Health and Care plan assessment. For further information regarding PKB please visit www.patientsknowbest.co.uk

Transitions work

Staff from Adult Services, the Children's Disability Team, Special Educational Needs and the Integrated Youth Support Services are creating a guide which will set out how the move to adult services can be made more supportive for the families and the professionals involved. The areas that will be covered are:-

- Understanding who has the right to make decisions
- Creating realistic expectations for families
- Giving more clarity about budgets to meet needs
- Defining what information is needed and when
- Ensuring information that is shared is used
- Mapping and sharing a pathway with families and professionals

The group will work with the Parent Participation forum to ensure that any new pathway takes into account the views of parents and young people.

Leaflets

Two new information leaflets will be made available from April:-

- Education Health & Care Plans - Guidance for Parents & Carers
- Personal Budgets – general information

These will be made available in printed versions and a downloadable PDF from the www.torbay.gov.uk/SENDreforms

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Useful links

SEND Code of Practice

www.gov.uk/government/publications/send-code-of-practice-0-to-25

Supporting pupils at school with medical conditions

www.gov.uk/government/publications/supporting-pupils-at-school-with-medical-conditions--3

Social Care guide to the SEND reforms

www.gov.uk/government/publications/send-guide-for-social-care-professionals

Schools Guide to the SEND reforms

www.gov.uk/government/publications/send-guide-for-schools-and-alternative-provision-settings

Early Years Guide to the SEND reforms

www.gov.uk/government/publications/send-guide-for-early-years-settings

Further Education Guide to the SEND reforms

www.gov.uk/government/publications/send-guide-for-further-education-providers

Council for Disabled Children:

Local Offer - SEND

www.councilfordisabledchildren.org.uk/resources/cdcs-resources/information-for-children-and-young-people-on-send-reforms

Torbay Local Offer

www.torbaydirectory.com/family

Easy Read Guides:

SEND Reforms

www.mencap.org.uk/EasyReadGuides

Mental Capacity Act - Preparing for Adulthood
preparingforadulthood.org.uk/resources/pfa-resources/pfa-factsheet-the-mental-capacity-act-2005-and-supported-decision-making

Implementing a new 0 to 25 special needs system: further education

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/414385/04-14_FE_Implementation_Pack.pdf