## NEW MILLS SCHOOL INCLUSION AND WELLBEING COMMITTEE MEETING MINUTES

Date:	Tuesday 21 January 2020	
Venue:	New Mills School, Conference	e Room
Present:	Felicity Wicks (FWi)	Chair of Governors
	Tyrone Roberts (TRo)	
	Maggie Cole (MCo)	
	Caroline Jesson (CJe)	Head of School
	Sarah Cohen (SCo)	
	Becki Taylor (BTa)	Senior Family Support Worker
Apologies:	Ian Withers (IWi)	
Absence:	None	
In	Diane Barber	Minute Taker
attendance:		

The meeting met its quorum and started at 17.35

AGENDA	WELCOME	To be	Time
ITEM 1		actioned by	
Discussion	TRo welcomed everyone to the meeting.		
	Timeline for agenda distribution was discussed	DBa	

AGENDA	CURRENT SITUATION UNDERSTOOD, WITH NEXT STEP ACTIONS	To be	Time
ITEM 2		actioned by	
Discussion	<ul> <li>CJE explained her actions whilst IWi absent - pulling information together from CAHMs/My Concern/Provision Map/SIMS. Gaining an overall view of IWi's role.</li> <li>Work to be done on a centralised record. Provision map suitable but NMS not bought into it whilst under current contract</li> <li>Realisation that staff, governors need to see different information.</li> </ul>		

AGENDA ITEM 3	UNDERSTANDING OF FAMILY SUPPORT AT NMS	To be actioned by	Time
Discussion	<ul> <li>TRo asked what BTa's role is.</li> <li>BTa showed power point presentation (attached) showing the Family Support available and systems/processes that are in place.</li> </ul>		

	15 schools bought into this - 13 primaries and Glossopdale
	Currently 3 family support staff who can mix and match skills.
	BTa explained training that family support staff have received and the structure of social care - now 3 levels not 4.
	<ul> <li>BTa mapped out provisions of shared resources across all schools who have bought in and explained the overall vision for the services/ accountability. She explained about Youth Connect 5 and the mentoring programme 'Twister Connect' (Cheshire East) focussing on life skills mentoring.</li> </ul>
	BTa doing rainbow badge.
Note	Awareness that BTa and Year Managers need supervison/training
	MCo worried BTa's role covers so much - no one can cover all this. How much will extra funding cost? BTa said funding would come from extra schools joining and hopes to get another support member.
	BTa spoke of DHu's 6 week programme/monitoring which MCo said was good practice.
	MCo said there is a need to recognise that what BTa is doing with families is a good thing, and
	that 10/12 years ago this was carried out by statutory agencies, not brought to the school door.
	<ul> <li>MCo asked where BTa is getting her information on good practice. BTa replied she has had 8 training sessions, tool kits, basic guidelines from DFe</li> </ul>

AGENDA ITEM 4	SEND DEEP DIVE	To be actioned by	Time
Discussion	<ul> <li>CJE has been looking at reports in IWi's absence.</li> <li>CJE said there is a significant gap in SEND and PP Crossover. Nationally 3.5% and NMS is 8-10%. NMS has a high percentage of SENs as a school.</li> <li>TRo asked what provision is in place to reduce the gap. CJE said JWi has software that should be able to pull all the bits together. Getting information into provision maps needs time and capacity of team is limited.</li> <li>The question was asked about resources to get this happening and TA team are considering this.</li> <li>CJE has taken over line management of SEN this year.</li> <li>Work In progress of how SEND works</li> <li>When information in place, we will be able to be clear on resource, manage expectations on what can we give and on timescales. For example: waiting list for CAHMS - length of time is much longer than parents expect.</li> <li>Data in Provision Map shows how funding is spent.</li> <li>Improving over time as input is getting better</li> </ul>		

	Reassurance of when - After 4 months CJE close to understanding what happening re student provision; applications going through - GRIP funding 20 hours each; ECHP will help - how many hours to prepare.		
	CJE thinks under identifying SEN at an audit level, for example: students' access requirements but not SEN status. Capacity to do referrals and applications is also potentially leading to under-representation of SEN in NMS statistics.		
	SEN Report to Governors needed twice a year.		
	CJE will make template of what we have got and pass to TRo. Anything relating to this template to I&W before full Governors' meeting	CJE	17/3/20
	In the fullness of time the flowchart and reporting will be part of our SEN policy of how we work (not continually evolving). Will need to be agreed with DMc.		
	Pull together when realistic for meeting - let TRo/FWi know. CJE wants to set it up as IWi's line manager and would like to have a prototype ready for the next meeting on 17 March.		
	Pupil Premium - CJE is IWi's line manager - wants to see template. If IWi is off long term need to discuss way forward.		
	CJE will have a SEND version for March Key vision		
Agreement	ACY VISION	CJE	17/3/20
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AGENDA ITEM 5	ANY OTHER BUSINESS		
	<ul> <li>Safeguarding - Audit Submitted</li> <li>Policies - IWi, TRo and GCa have looked at list of policies. Some need archiving. Accessibility policy needs renewing. MCo suggested Governors walk around school with parents/etc to look at accessibility.</li> </ul>		
	builting colload we have four student council continuees. Thormed with this with see who p	TRo/MCo/ SCL/School Council/	

	generally have. TRo/MCo would also like to meet with the Head Boy and Girl about the committees and if the Governors can support them and to ask if they would share their minutes/reports with them. The Governors would also like to ask the Head Boy and Girl about SEN support as they need to have meaningful discussion with students (Pupil Voice) and ask for certain information. The Head boy and Girl to report back. SCl to be asked to contact MCo/TRo.	Head Boy and Girl	
•	<b>Pupil Premium</b> - strategy and nationally recognised document has to be agreed by October Half term. Links in with SIP.		
	CJE from Governors - looking at crossover of SEN and Pupil Premium as these are very different pathways for PP and SEN currently. What would help?  How to face external visitor - how SEN works  Know documentation is correct  Gap closing  Intervention put in place for gap reduction  Being confident to say 'this is the process your child will go through  Crossover of Pupil Premium and SEN - don't necessarily know full crossover yet.  What is full process  Case study  When a child comes with no data/barely reading and writing/ what do you do - this is on the questionnaire.  Difference between children - Whole child - Parental support or not  Outcomes if not happy need to ask more questions Improvements need to be seen		

AGENDA	BEFORE NEXT MEETING		
ITEM			
	<ul> <li>Confirm safeguarding action plan has been submitted - CJE to check</li> <li>SEN Plan and PP Plan on one Drive</li> </ul>	CJE CJE	Before next
			meeting

AGENDA ITEM	DATE OF THE NEXT MEETING
	Tuesday 17 March 2020

Agenda ITEM	ITEMS FOR THE NEXT AGENDA	
1	Welcome	
2	Data - attendance, well-being, behaviour	
3	SEN presentation - current situation of what we do  SEN Policy and Information report  Accessibility plan SEN Governors report Next Steps	Documentation to be uploaded by 10/03 by CJE