

SEND NEWSLETTER

June 2019

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Quote from Paul Tinsley: “As part of our ongoing commitment to keep you updated with our SEND developments, we are pleased to provide you with this latest report. As you will note there are some significant pieces of work being undertaken. If you have any questions, or just want to know more about any of the projects listed in this edition, please do get in touch.”



Our Aims and Outcomes

- ✚ Improving academic outcomes of CYP with SEND in all Key Stages and in Further Education
- ✚ Improving the life outcomes of CYP to enable them to:
 - Be Healthy
 - Be independent
 - Be connected to their community
 - Be engaged in work/meaningful activity

Written Statement of Action and Monitoring Meeting Update

The Written Statement of Action (WSOA) is constantly being updated every month as actions in the plan are progressed. The SEND Improvement Board meets on a bimonthly basis to make sure improvements are being made as written in the plan and work very closely with partners on the actions stated in the plan. Highlight updates on the plan since the last newsletter are noted below:

- The SEND Strategy has gone through its consultation phase and will be approved by the Leicester Membership Board before it is published
- The new quality assurance process now enables the local area to be confident that all new EHC plans are compliant and all existing plans will be audited for compliance and quality of plans is improving.
- The local authority has a transition's strategy and associated action plan. The strategy and action plan have been consulted publicly as well as with partners and other agencies. It is now adopted by the local authority.

The local area has taken on board the weaknesses identified by OFSTED which form of the Written Statement of Action. A great deal of work has been undertaken to progress the actions under each area. Whilst all actions have not yet been achieved the local area has made significant progress, it believes, across all five areas. The local area acknowledges that there is still much to do and that the progress on the written statement of action is only part of the developments required to ensure children and young people achieve the best possible outcomes

The Local Area had its fourth and final monitoring meeting with CQC and NHS England on 15/05/2019 to go over the WSoA and the updates on each of the actions. It was a very positive meeting with CQC and NHS England, who think the Local Area is well on its way to achieving the targets set out in the WSoA.

For further information on the WSoA contact Azmat.Nazim@leicester.gov.uk, or view it on the Local Offer website link below:

[Local Offer Written Statement of Action](#)

Written statement of action



- When a written statement of action is required, the HMI lead inspector and team notify the local authority at the final feedback meeting.
- The report letter provides bullets about why a WSOA was issued – subject to moderation and QA.
- The local area and clinical commissioning groups are responsible for submitting a written statement of action to Ofsted within 70 working days of receiving the final report.
- The WSOA must be published on relevant local area websites.

Local Area Review – What Next

Leicester City has now had the last of the four monitoring visits following the approval of the Written Statement of Action (WSOA); see the previous article on how that went. This is not however, the end of the process. All authorities that were required to produce a WSoA will be formally revisited by Ofsted and CQC to review changes made and the impact they have had on children, young people and their families. Re-visits are generally taking place approximately 18 months after the last quarterly visit but can be at any time following that visit.

Colleagues from Rochdale recently went through their re-visit and shared the following:

- It is an inspection despite it being called a re-visit
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- Generally, it was a positive experience
- Inspectors focused on outcome/impact
- Focus was on the areas identified in the WSoA but there was mission creep
- Inspectors focused on the impact of the work undertaken with children and their families
- Not interested in additional audits, self-assessments etc.

What should we be doing in the coming months?

- Continue to work on the actions in the plan
- Continue to monitor change / improvement / impact
- Collect and collate evidence of impact
- Ensuring we are prepared for the re-visit
- Be prepared



Local Offer and Preparing for Adulthood

It has been a busy time of the year delivering sessions in schools to raise awareness of the local offer. If your school run coffee mornings or parent information events and you are interested in a session being delivered at your school for either staff or parent's, please contact nayna.amlani@leicester.gov.uk

Another area of the Local Offer we are currently developing is recruitment of local offer champions. The role of the champion is to help support promotion of the Local Offer to families, young people and other professionals. They can feedback SEND events they are aware of occurring across the city, as well as informing of gaps in services. If this is something you would be interested in, please get in touch.

A pilot project has begun to look at the transition between school and college. The aims of the project are to look at a smoother transition, better sharing of information and communication. Devising tools to promote efficiency of the process.

A regional event on Preparing for adulthood was attended where information was shared on good practice. It was also an opportunity to network with other PfA leads and listen to what is happening in other areas.



EHCP Professional Portal

Following the Ofsted SEND Local Area Review, one of the areas of weakness identified was the Education, Health and Care Plans and the lack of input from professionals. To combat this, the local authority has purchased a Professional Portal which aims to directly improve the quality of EHC Plans and the way advice given by professionals is collected.

What is it?

The Professional Portal is an online portal created by Capita ONE. As with any online application, the Professional Portal requires users to first register to create a login and then use that information to gain access to the portal, it can be accessed through any device if the professional has internet connection. The portal has the advice forms for Health, Social Care and Education uploaded to it which professionals can fill out and submit to the Special Education Service team. The portal also has a “message” tab which will store any messages sent to professionals from the SES team asking to fill out a form, or if their submitted form has been accepted.

How does it work?

Instead of emailing or posting advice for EHC plans, professionals can now fill out and submit the advice online from any place with an internet connection. At the first login, professionals will not be able to see any child information attached to their account, the child information will appear once the SES team has authenticated the professional against a particular child. The professional will then incrementally be linked to more children as and when they are required to provide further advice.

When the professional needs to submit advice, they will receive an email notifying them to check their messages on the portal that will show which form they need to fill out for a particular child. Once a form is started, it can be closed and saved as a draft form to complete later or it can be deleted if a wrong form was started by accident. After the form has been completed, the professional will be shown a “review” screen with all their advice prior to submitting it.

Once the form has been submitted, if the professional or the SES team feel more information needs adding, the professional can edit the submitted form with the appropriate information and then resubmit; the information from the new form will now over write the old form once it is accepted.

After a form is accepted, other authenticated professionals will be able to view the completed form. More importantly, parents will also be able to view the forms on a separate “Citizens Portal”. The functionality for professionals and parents to view other forms where they have been authenticated will be present for all documentation submitted to the portal, this includes draft and final EHC plans. Being able to view the plans electronically reduces the wait for EHC plans to be posted or emailed, they will be viewable as soon as they are uploaded to the portal. In most cases plans will no longer be posted or emailed to recipients.

EHCP Professional Portal Continued

When will the portal be in use?

The Professional Portal is currently in its pilot phase. It is being piloted by the North East team which includes a range of teachers, SENCOs, Health colleagues, Social Care and Education professionals. The pilot group have received their training and are currently testing and providing feedback on the portal; they will be going “live” with the portal from 20 May 2019. The portal will continue to be amended and further forms added or deleted throughout the pilot phase. If successful we plan to go live with the portal for all professionals and EHC Plans throughout Leicester City by September 2019



Professional Portal

Home Login Register

Don't have an account? Please [register](#)

Email Address

Welcome to the One Professional Portal

The Professional Portal allows professionals to complete and submit advice for children, as well as providing instant access to view draft or final EHC plans and other related documents.

To use the Portal you will need to [register](#) using a valid email address. Once registered you are able to complete advice forms for the child allocated to you.

Password

[Forgotten your password?](#)

Auditing of Education, Health and Care Plans

As part of the on-going work to improve the quality of EHC Plans for children in the city the local authority has developed an audit process. The initial focus is to ensure that all plans are legally compliant. Our aspiration is to ensure that every plan produced is child and family friendly, has a positive focus whilst recording need, demonstrates a golden thread from the child's aspirations through the outcomes and provision providing a document that will enable the child to have positive outcomes

1. Every month each of our 35 auditors receive an anonymised plan which they then audit using a pro forma designed for the purpose.
 - a) The form uses questions devised by Mott MacDonald and approved by the DfE.
2. Once all the forms have been returned they are analysed by the performance team
3. Analysis returned to a team of moderators.
4. Any that fall below the pass rate are moderated, and re-marked if necessary
5. Advice given to moderator and services as required.
6. Any plans that are non-compliant are returned to the service in question for the plan to be amended.
7. Moderation team meet and agree any best practice or any areas of concern to be shared

The team of 35 auditors are made up colleagues from health, social care, schools, the Parent/Carer Forum and the local authority. The moderators are managers not involved in the audit process

The results from the audit process are shared at the SEND Improvement board which meets bi-monthly and is tasked with overseeing the work in the Written Statement of Action.

The audit process continues to be developed and improved as we learn through what is effective and where the gaps are. One area of concern is the number of plans that need to be audited. There are currently around 2500 children with plans in the city all of which need to be audited for compliance. We are now considering ways to audit plans each year at the annual review and may be in touch to seek your views.

To enable us to meet our aspiration of ensuring all city children have outstanding plans we will be holding advice givers works shops at least once a term; we are piloting an on-line portal for professionals and parents to use in the writing of the plans, and we continue to develop our internal processes.

For more information about the audit process or to be involved email Vicki.urch@leicester.gov.uk

Update on Designated Specialist Provision

We have been pleasantly surprised by the number of expressions of interest for a designated specialist provision by schools in the city. Indeed, one or two are still coming forward to express an interest in having a DSP. Currently we are seeking approval for capital funds to carry out the building and alteration work which will be required for the provision to open as soon as possible. This is, unfortunately, a long drawn out process. We are anticipating giving the majority of schools a positive response to their expression of interest.

We recognise that for recruitment an as early as possible notification to schools is essential. We will be notifying schools as soon as we have approval for the capital and revenue stream. We expect this in the next few weeks. This may mean that some of the DSPs do not open until the beginning of the spring term, 2020

For more information about the audit process or to be involved email Vicki.urch@leicester.gov.uk

