

ESCAN / EPCF SG Team Meeting

24th September 2018, Perceval House CR5, 11am – 1pm

Action Points	By whom	By when
To ensure an agenda point for an update from Brian Leaning is included in the agenda for the next meeting	Chairs (Debbie G and Matthew J)	for next meeting
Chrissy L to organise a meeting in late October/early November so a more finalised Participation Strategy can be drawn up, to then be presented at the SEND Executive Board on 27 th November 2018.	Gary R, Chris J, Natasha P, Tom Q, Nick R, Matthew J and Brigitte B	November 2018
The chair of the meeting will rota between EPCF and either Health (Natasha Patten), Social Care (Chris Jones) or SEN (John Miller).	Chrissy L to liaise with chairs to look at who is best placed to chair next meeting and ensure meeting is held on a suitable day for all.	For next meeting
EHCP – Survey Results. Results from the survey and an action plan to be presented.	John Miller	For next meeting
Parent representation on recruitment panels.	Brigitte agreed to contact Chris to arrange for parents to undergo the safer recruitment training course	ASAP

Present:

Co – Chairs: Debbie Grey (Assistant Director ESCAN)

Matthew Jeatt (EPCF-Chair)

Other members: Brigitte Bistrick-Bryan; (EPCF); Michael Bonello (ESCAN); Polly Bradley (FIS); John Miller (ESCAN); Tom Quilter (Ealing Mencap); Gary Redhead (ESCAN); Anette Steenkamp (ESCAN); Glynis Weller (School Effectiveness); Mariya Zlatinova (Ealing ISAID); Chris Jones (CWD Team); Julie Lewis (School Effectiveness Team); Jennifer Wray (EPCF); Boba Rangelov; Gabriel Jones (MENCAP); Ying-Hern Heng (ESCAN); Rachel Brunton (ESCAN); Louise Clarke (ESCAN); Mita Mistry (ESCAN); Bethan Loveless (Public Health); Natasha Patten (CCG); Ruby Sangha (EPCF); Helen Jackson (Contact Ealing); Jennifer Wray (EPCF)

Apologies: Mary Doody; Kirstie Ferrett; Fabiola Peacock; Nick Radclyffe; Sarah Theobalds; Karen Benedyk; Brian Leaning; Samantha Schmidt; Shabnam Sharma

Minutes: Chrissy Leonard (ESCAN)

1. Welcomes, Introductions & Apologies:

Matthew J welcomed the group as the Chair of this meeting. All present introduced themselves. Apologies were noted.

2. Minutes, Matters arising and Action points from last meeting (07/06/18)

The minutes of the last meeting were seen as agreed as no objections or suggested changes had been received within the allocated time of two weeks after publication. All actions have been completed or will be carried forward.

Matters arising:

Matthew J advised that going forward it is felt that this meeting needs more input from CCG and Social Care. To enable this, the chair of the meeting will rota between EPCF and either Health (Natasha Patten), Social Care (Chris Jones) or SEN (John Miller).

ACTION: Chrissy L to liaise with chairs to look at who is best placed to chair next meeting and ensure meeting is held on a suitable day for all.

3. Ealing Mencap update:

Tom Q updated that it has been a busy summer with lots happening. Work is progressing around the Participation Strategy and the Saturday group is going well.

4. EPCF Update (EPCF Update September 2018, SEND Issues Log June to September 2018 were circulated prior to the meeting).

- Parents would like to participate in the recruitment of staff. Michael Bonello reported that HR had informed him that any parent representing on recruitment panels would need to attend Safer Recruitment training first. Brigitte asked if parents would be able to access the training for free which was confirmed by Chris Jones. Brigitte agreed to contact Chris to arrange for parents to undergo the safer recruitment training course. Parents have in the past participated in the recruitment of some staff members for the BMF project and some EHC Coordinators which has been successful.

ACTION: Brigitte agreed to contact Chris to arrange for parents to undergo the safer recruitment training course

- Increasing numbers on Steering Group and considering structure. Significantly more members, which means more support is required as full capacity. Funding to be discussed.
- Ruby S raised concern over the recent EHCP Survey and how it was not properly anonymised. It was also run alongside a similar survey conducted by EPCF, therefore looks like the two are working separately. John M assured the group that no personal information was shared and the data is currently being analysed – over 200 responses, however concerns over it being anonymous have been taken on board. A lessons learnt exercise will be done to look at how things can be improved next time.

ACTION: Results from the survey and an action plan to be presented at the next ESCAN/EPCF Meeting.

5. Participation Strategy (Draft Ealing Participation Strategy was circulated before the meeting)

- Cheryl B asked that Adult Services are included within the strategy. Chris J to be the link with Adults, Gary R to be the ESCAN link, Natasha P the Health link.

The meeting broke up between 11.50pm and 12.10pm to form 3 separate groups (Health, Education and Social Care) each of which draw up a draft action.

ACTION: Lead from each of the groups to email Chrissy L with action points so she can put into template and circulate to wider group.

Chrissy L to organise a meeting between Gary R, Chris J, Natasha P, Tom Quilter, Nick R and Matthew J in late October/early November so a more finalised strategy can be drawn up, to then be presented at the SEND Executive Board on 27th November 2018.

6. Parental Engagement Survey – Glinys Weller (Ealing Primary Teaching School Alliance document was circulated prior to the meeting)

7. AOB

- I. Brigitte B asked whether staff would be happy to re-run the SEND Advice event in March 2019, similar to that in March 2018. This was agreed.
- II. Kerry Murphy, a link in Early Years, has resigned. Kerry contributed greatly and has made significant progress which must not be lost going forward. Discussion to be had around who the new link may be.
- III. Positives from this meeting:
 - Moving in the right direction
 - Highly value the work being done with therapies
 - BMF
 - Bladder and Bowel Service
 - Recruitment re EHCP
 - Local Offer
- IV. As this is Debbie G last meeting, Matthew J expressed genuine heartfelt thanks to her for her valued honesty, positivity, and integrity which she has brought to the group as well as much needed humour. Without Debbie G this meeting would not be in existence. Debbie G thanked Matthew J for his kind words, saying that she is sorry not to be a part of this group going forward and wished everyone all the best for the future.

The meeting ended at 12.50pm.