

Minutes of Dacorum Area DSPL Board Meeting

Date: Wednesday 9th February 2022, 9:30am

Online meeting via Zoom

Present:

David Fisher - Head, Kings Langley School and DSPL Dacorum Lead (Chair)
 Richard Haynes – Head, Hobbs Hill Wood and DSPL Dacorum Operational Lead
 Katharine Ellwood - Head, Greenway Primary and Nursery and DSPL Dacorum Operational Lead
 Sara Lalis - Head, Dacorum Education Support Centre (DESC)
 Gareth Styles – Post 16 Representative, West Herts College
 Sue Sheffield - ISL Area Manager, St Albans and Dacorum
 Kayley Johnson – SEND Lead, Dacorum Family Centre Service
 Kate Hudson - Parent Representative
 Carole Hassell – DSPL8 & Partnership of Dacorum Schools Manager
 Ruth Mason – DSPL8 SEND Lead
 Ashley Fabray – DSPL8 & Partnership of Dacorum Schools Support Officer (Minutes)

Apologies Received:

Hayley Yendell – Head, Heath Lane Nursery
 James Shapland - Head, Ashlyns School
 Natasha Chiswell – Head, Aldbury Primary School
 Tim Jordan – Deputy Headteacher, The Hemel Hempstead School
 Ian Burgess – Special School Assistant Head, Woodfield School
 Jo Harris – Principal, Bedmond Academy
 Patricia Walker – ISL Area Manager & Professional Lead for SEND Specialist Advice & Support Service
 Sharon Coubray – County Specialism Lead SLCN & Autism and Are Lead, SEN SAS
 Melanie Flay - Principal Educational Psychologist (West)/Strategic Lead (ISL)
 Mel Stanley – DSPL8 Volunteer

Agenda Items	Actions
<p>1. Welcome and Introductions DF welcomed everyone to the meeting.</p> <p>2. Matters Arising from minutes of previous meetings 08.12.2021 The following matters arising were discussed:</p> <ul style="list-style-type: none"> • DF met with Jenny Newman and Tony Fitzpatrick to discuss the shortfall in EHCP funding and an 11% banding increase has been agreed. DF has provided them with 3 case studies to show even, with the increase, this still does not cover the cost of what schools have to pay out. <p>All other actions have been completed.</p> <p>Minutes were approved by DSPL Board as presented.</p> <p>3. Finance</p> <p style="padding-left: 40px;">a) Local School Partnership Budget 2021/22 update</p> <p>Both LSP Services have received their first 6-months funding and the second payment will be received this month. Dacorum Family Services North & East are delivering a full service have 1 staff vacancy.</p>	

Gade Schools Family Support and Kings Langley Partnership are fully staffed and within budget. There is not as much pressure on caseloads within both services, especially from primary schools and board members were asked to encourage schools to put in referrals to the services.

The LSP funding will be reverting back to a financial year; the next contract will include 2 terms funding and then 3 terms of funding will be received from April 2023, continuing on an annual basis. SS will clarify if the funding will be received next month and notify AF to provide an update with the minutes.

Action – SS to clarify if the LSP funding will be received next month and notify AF to provide an update with the minutes.

b) DSPL budget 2021/22

The DSPL budget has been circulated and is on track. There are some changes to the underspend, contingency and a staffing proposal, which is covered in the DSPL presentation under agenda item 4. SS clarified the DSPL budgets have been released and the DSPL budget is also reverting back to a financial year. DF raised concerned this does not follow the government trend on academisation, Lead academies were not consulted on this and this will cause more work for the finance team. SS will take this feedback to the next funding sub group meeting. The board also discussed the staffing uplift and whether this will be covered in the budget; there is no additional budget for this in the LSP budget, which mean any increase will result in reductions of provision. In the DSPL budget this can be factored into the Leadership and Management budget line. SS confirmed the DSPL/LSP review is looking at safeguarding redundancy.

c) PoDS budget 2021/22

There are currently 3 schools outstanding their PoDS invoices for this year and 2 schools from 2020-21 and reminders have been sent. The budget for this year will cover the conference and the board will need to review the per pupil fee to for 2022/23.

4. DSPL/PoDS Managers update & SEND Lead update:

CH presented a PowerPoint presentation on the DSPL update and a copy will be circulated with the minutes. The following comments was discussed:

- **Flowers for Jackie Hood** – The board agreed to send flowers to Jackie to thank her for her time and service to the DSPL Board. DF will arrange for these to be sent.
- **PoDS Conference** – KE and DF will promote this with Primary and Secondary heads and the reserve list will be review at the next board meeting.
- **Staffing Proposal** – The board agreed to increase AF's hours by 5 hrs per week from 1st March to end August, with a review once the next years funding is agreed. Plus 50 ad-hoc hours for RM and CH to use on a specific projects until the end of August.
- **Dyslexia Support Group budget line** – KH raised that further support for this group was going to look at supporting post 16. CH shared the transition Post 16 is in the strategic plan with no funding attached. Services for young People facilitate parental presentations for post 16. There is currently only £500 in this budget line and adding this into the SLCN budget line will provide more funding for the Language for emotions and behavior project.
- **Bounce Forward course** – HCC are now funding Bounce Forward to run course across Hertfordshire. DSPL8 was not consulted on this and do not want to double fund providers.

SS will raise this with the HCC commissioning team.

- **Parent Representatives** – KH shared parents might feel nervous joining the board and suggested for them to attend sub groups first to build confidence before joining the board.

DF thanked CH and RM for the presentation.

Action – DF to arrange for flowers to be send to Jackie Hood

Action – DF & KE to promote the PoDS Head teachers conference with Primary and Secondary schools

DF
DF & KE

5. DSPL updates

a) Autism sub Group

RM shared Jackie Hood has stepped down as sub group Chair and is acting Chair until a replacement is recruited. The sub group had a robust conversation with Sally Glossop on the Specialist Resource Provision and pathways; there was a lot of challenge on what schools can do in the meantime and how to support them.

b) Primary Behaviour Service

KE explained the Mental Health Group and Behaviour sub groups have agreed to merge and CH has been working on merging the two action plan. KE and SL both sit on the Emotional Wellbeing & Behaviours strategy group and will need to ensure the action plan is aligned with HCC.

SL updated on the Secondary behaviour services; the service is at maximum capacity with 49 places. Current issues are:

- increase in group of year 9 students; who have had two schools and its quite early to transition them to the key stage 4 center. The students have mostly effected by disruptions due to Covid and virtual learning.
- Complex students in year 11 moving from out of area into Dacorum, who are high profile and no school placement

The service successfully averted some permanent exclusions in year 11 by matching up Headteachers to swap children to educate the students in another setting.

Primary and Secondary capital bids have been submitted from the children in need funding. If successful, The Haven will be creating an escape fort and a sensory and inclusion space in the Key Stage 4 centre.

c) Mental Health sub group

This sub group has not met this half term and there were no questions.

d) Early Years Sub Group

This sub group has not met this half term and there were no questions.

e) School Family Worker sub group

RH highlighted promoting the LSP and the work they do, to share the impact with schools. CH will be having a regular slot at the Dacorum Heads meeting to update on DSPL/LSP and will be presenting some case studies to highlight what the service does.

Maple Grove have agreed to buy back into service from 1stApril; there are now only 4 schools that are not part of the LSP.

The sub group is writing a statement in response to the HCC requirement for a 52 week a year service, to explain what happens in the school holidays. DF has requested for Rosemary Inskipp to email CH with a statement on what her 52 week services covers.

6. ISL Update

a) ISL SEND SAS

Sue Sheffield has joined the DSPL8 Board as the ISL Area Manager covering Patricia Walker’s maternity cover and provided an update on her background and experiences. Richard Woodard is providing the maternity cover for the County Lead SEND SAS. SS is working with HCC on updating the EHCP banding descriptors and finalising the provision to go alongside the descriptors. DF requested for Rebecca Foster to attend the next board meeting to provide an update on the funding.

DF thanked SS for joining the board and attending the meeting.

Action – AF to email Rebecca Foster to request a EHCP funding update at the next board meeting

AF

7. AOB

Following the DSPL8 strategic planning meeting, KE emailed Primary Headteachers to request more representatives from the board and has had a good response. The Head of Haywood Grove has agreed to join the Behaviour sub group. The board discussed this and suggestions were:

- Invite all Headteachers to nominate which board meeting they could attend.
- Invite Headteachers to join a sub group first and observe the board before joining.

Agreed for AF/CH to send the Terms of Reference to DF, RH and KE to review at the next Strategic Planning meeting and KE will send holding statements to the Headteachers who have expressed an interest.

As Jackie Hood has now stepped down as Chair for the Autism group, it was agreed for RM to continue to Chair the sub group meetings until a new Chair is appointed and then support with the transition.

Agreed for the March board meeting to remain online and to review the May Board meeting, with the view to this being held as a face to face meeting at Hobbs Hill Wood School.

Action: AF/CH to send the Terms of Reference to DF, RH and KE to review for new Board members at the next Strategic Planning meeting

AF/CH

Dates for Board meetings 2021/22:

Wednesday	02.02.2022	9:30am
Wednesday	23.03.2022	9:30am
Wednesday	18.05.2022	9:30am
Wednesday	13.07.2022	9:30am

There being no further business, the meeting closed at 11.30am