A group of blue people in a circle

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Description automatically generated**Community Inclusion Forum**

**Minutes**

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| **Title of Meeting:** | Lowestoft and Waveney Community Inclusion Forum | | |
| **Date:** | Thursday 25th January 2024 | **Time:** | 4pm-5:30pm main meeting |
| **Place:** | Bungay High School | | |
| **Chairs:** | Maria Hough, DHT WSI & Rebecca Griffiths, P&TS EP | | |
| **Minutes:** | Emma Nicholson | | |
| **Guests:** | Rebecca Medley, The Junction | | |
| **Attendees** | Donna Spurgeon, Family Support Lauren Moloney. MHST Zoe Bell, SES SpLD Claire Goddard, SES C&I Kayleigh Skene, P&TS EP Tracy Read, SES C&L Lucy Parker, SES SLCN  Barnby and North Cove Primary School Beccles Primary Academy Bramfield CEVC Primary School Brampton CofE Primary School Bungay High School East Point Academy Edgar Sewter Primary School Elm Tree Primary School Gunton Primary School Pakefield High School Ringsfield Primary School Sir John Leman High School Southwold Primary School St Mary’s RC Primary School The Limes Primary School Warren School Woods Loke Primary School | | |
| **Apologies** | Alison Utting, MHST Amber Begg, School Nursing Team Nicola Rowland, Corton Primary School Laura Humphrey, SES WSI Helen MacDougall, Family Services Becky Granger, St Margaret’s Primary Academy | | |

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| **Topic:** | | **Lead by:** | **Duration:** |
| Review of context of meetings and outcomes from discussion from last meeting | | Maria Hough | 10 mins |
| Maria thanked Bungay High School for hosting this forum.  **Senco Forums** - This would be the avenue for information sharing; good practice sharing and queries. Next SENCO Forum **Wednesday February 7th**. Agenda is V-Send, SES updates and the SEND Transitions Guidance 2024. Email  [sencosupport@suffolk.gov.uk](mailto:sencosupport@suffolk.gov.uk) for invite.  Maria signposted schools to the **Delivering Better Value (DBV) Raising Achievement for Suffolk Programme**– (See Suffolk headlines)  **Contact:** [louise.babbs@suffolk.gov.uk](mailto:louise.babbs@suffolk.gov.uk) please use INTERESTED in the subject line and please ensure your Headteacher is agreeable to the school’s involvement.  Zoe Bell from SPLD signposted schools to some Dyslexia Training. (details on Suffolk Headlines) Gateway Qualification Level 3 Accredited Course. Contact:[Zoe.bell@suffolk.gov.uk](mailto:Zoe.bell@suffolk.gov.uk) or [Nicola.wilde@suffolk.gov.uk](mailto:Nicola.wilde@suffolk.gov.uk) | | | |
| **Update from Family Services** | | **Helen MacDougall (apologies sent)** | 20 mins |
| Maria Hough circulated and recorded questions from the group to take back to Helen, who will respond to them either through the minutes or in the next Locality Meeting.  **Questions from the group**  Backlog – numbers/timings etc Staffing and recruitment situation What is the expectation of communication with schools? Can we be notified of a key contact- particularly when they change? EP issue - what is happening regarding assessments? Names of current team if possible Updating annual reviews - why are some quicker than others - amendments seem to take forever!  Emma has been helpful – having a named contact is great Are you to shift on private EP reports when school have commissioned them – we get where parents have you may need a second opinion. | | | |
| **The Junction** | | **Rebecca Medley** | 20 mins |
| The Junction is a Community Hub for 11–25-year-olds. Young people can access a range of support such as 1-2-1 appts, group sessions, LGBTQ+ sessions, music groups, - variety of things for young people.  Q: Do you provide support for primary age or is there a plan to? A: Not at the moment, although looking at the transition from primary to secondary in terms of need for support.  PDF resources can be found online at [Community Inclusion Forums – Suffolk Learning](https://suffolklearning.com/inclusion/community-inclusion-forums/) | | | |
| **Primary Mental Health Support for Schools - Lauren Moloney, MHST** MHST do have a presence in some of the Lowestoft and Waveney Schools but not all. Schools were signposted to the Just One Norfolk website for pupil support <https://www.justonenorfolk.nhs.uk/>  The vision is that over the next couple of years, the MHST team will have sider coverage across the locality.  **Q:** Is the support of MHST comparable to Supporting Smiles or CAMHS?  **A:** MHST offers similar support to both services, but it is within the school environment so possibly earlier intervention. If the young person requires further or more specialist support, the MHST in schools can help with signposting and seeking the specialist help.  Schools then expressed concern around the difficulties of accessing services in the locality due to the ‘border’ issues of Norfolk/Suffolk/Waveney. Concerns around waiting lists and thresholds were shared.  **Q:** Can the MHST in one school support with cascading the information and support to other schools?  **A:** There have been historical attempts by MHST to provide training and support across schools, but this has had poor take-up.  Mental Health Champions in schools was then discussed as another avenue of in-school mental health support. | | | |
| **Gaining pupil voice** | | **Kayleigh Skene** | 20 mins |
| Postponed due to apologies being sent | | | |
| **Theory Of Change Vision Mapping** | **Rebecca Griffiths EP** | | 30 minutes |
| Rebecca showed and talked through the slides on Theory of Change Vision mapping as a means of rationale behind how the locality forums could work.  Solution based process.  Schools then worked in groups on completing the sheet, identifying visions, questions, and actions towards these.  **Q**: how will we know the success of this? **A:** Schools responded by sharing that the evidence will be in the next locality forum in terms of whether action has been taken or plans for actions to be taken that come from the notes on the mapping. | | | |
| Questions arising.  Agree the focus for the next CIF. | |  | 5 mins |
| Early Help team is now Family Support Team. CAF is now Early Help Assessment. Family Network will retain the name. Accompanying this change, we have updated guidance on when a referral to the Family Support Team is appropriate. See Suffolk headlines for contact and details.  Schools asked about having a directory of local expertise (school to school) for shared good practice. There will be a means of accessing resources relevant to the locality forum and expertise. Maria will share the teams links for the locality. Schools were encouraged to share knowledge of locality-based expertise at a forum ‘show and tell’ – maybe have an agenda rolling item for this. | | | |
| **Next Meeting**: Sir John Leman Thursday March 21st 3:45pm – 5:30pm | | | |
| Please fill in this short feedback form about the Community Inclusion Forums if you haven’t already <https://forms.office.com/e/ANL4kHMAvQ> | | | |