**Community Inclusion Forum**

**Minutes**

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| **Title of Meeting:** | Coastal Community Inclusion Forum |
| **Date:** | Wednesday 8th May | **Time:** | 4pm-5:30pm main meeting |
| **Place:** | Wickham Market Primary School |
| **Chairs:** | Maria Hough & Jemma Carter |
| **Minutes:** | Lucy Spink |
| **Guests:** | Sonia Carrington (SEND Project Manager) |
| **Attendees** | Louise White, SES C&LLaura Humphrey, WSILucy Spink, SES C&ISue Bradley, MAFRae Twelftree, SES SEMHAnji Rico, SES SpLDKate Daly, WSI Head of ServiceEmily Smith, P&TS Inclusion FacilitatorJessica Astley-Marr, P&TS TEPJo Wilson, Family Support Georgia Hampton, Assistant PsychologistJemma Carter, Educational Psychologist Emma Potter, P&TSPenny Benstock SENDCo, Saxmundham PrimaryJo Harris (Head of School, Wickham Market PrimaryClaire Pestell, SENDCo Wickham Market PrimaryKathy Spurgeon, SENDCo Colneis and Fairfield PrimariesKate Ridall, SENDCo, Kyson PrimaryKate Sudell SENDCo, Langer Primary James Day, SENDCo, Thomas Mills High SchoolJulie Moore, SENDCo, Farlingaye High School Clare Cooper, SENDCo, Sir Robert Hitcham Primary |
| **Apologies** | Elke Drane, SET Felixstowe SchoolRebekah Cordle, Bucklesham Primary (attending alternative meeting date)Emily Orr, Gorseland (attending alternative meeting date)Stacey Banthorpe, SES SLCN |

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| **Topic:** | **Lead by:** |
| **Introduction and notices** | Maria Hough |
| * Attendees identified at the last meeting they wished to discuss assessment in school.
* Lois M (BSO) is looking at ways of sharing good practice visually from around the county.
* Kate Daly was introduced as the new Head of Service of Whole School Inclusion.
* Introduced Sonia Carrington, who is guiding the VSEND work.
* Judith Carter input/training has been rolled out to four cohorts.
* Discussion re assessment will be useful for SENCos to support if EHCNA is required or to unpick pupil needs further.
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| **Introduction and notices** | **Louise White** |
| * Discussion on tables regarding experiences and use of assessment materials. Examples shared and examined. Limitations and strengths noted for a range of assessment packs,
* MH will request Lois to collate notes from the discussions held on tables.
* Input from Louise
* SES CPD on offer as essential training: assessment pathway, and quality first teaching for primary and secondary
* SES CPD Targeted training covers topics of supporting working memory and pre key stage standards.
* Both can be booked via links in all the SES email signatures of **all** SES teachers (or speak with the Inclusion Support Line on **01473 265502**
* Focussed CPD can be requested too –for example, setting up a workstation, Engagement Model, and developing an inclusive classroom.
* Bespoke training can also be developed specifically for schools and settings: e.g. TA deployment, adapting work in the classroom. Schools can dictate what they would like and for who/how many people to train. This is bookable via a discussion with Sally Blackman, sally.blackman@suffolk.gov.uk or with C&L Head of Service, Alice Mahoney, alice.mahoney@suffolk.gov.uk
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| **The Suffolk Inclusion Toolkit** | **Sonia Carrington** |
| Sonia introduced her role. * The Toolkit be 0-25 eventually but currently 5-16 is the current focus.
* It sits within the Suffolk Graduated Response This has three parts:
1. A big part of this is the **VSEND**. This electronic platform is FREE. This supports school in identifying their own setting readiness – identifying gaps in skills and resources and ensuring leaders can provide a solid universal offer for pupils across all areas of need. It provides a visual graphic ‘radar’ of what is available and what areas need to be developed. Another useful element of VSEND is bringing parents into the conversation re pupil needs and allowing further unpicking of needs and planning provision. .
2. **Judith Carter Essential SENCo Toolkit training** is ongoing and also forms part of SEND Toolkit. This is a fantastic strengths-based framework which aims to help support and remove barriers to learning as well as offering an appropriate progress tracker for learners.
3. The **AANT** also forms part of the Toolkit. Schools can access an Educational Psychologist relatively easily. This provides psychological analysis and a Teams conversation with an educational psychologist. [Analysis of Additional Needs Tool - Suffolk County Council](https://www.suffolk.gov.uk/children-families-and-learning/pts/aant)

Further reading [The Suffolk Inclusion Toolkit: Supporting the Graduated Response to SEND – Suffolk Learning](https://suffolklearning.com/suffolk-headlines-tuesday-13-september-2022/the-suffolk-inclusion-toolkit-supporting-the-graduated-response-to-send/) |
| **Discussion and agreed next steps** | **All** |
| * Demand for EHCP is currently extremely high and the pupils with high and genuine needs them are getting caught up in a backlog or ‘forest’.
* Pupils who get EHCPs sometimes get them, but the Section Fs tend to be quality first teaching, which is covered by the school’s universal offer rendering the EHCP seemingly unnecessary in these cases.
* Comment from some schools that Family Services are difficult to contact or get a response from.
* Parent anxiety around transition discussed, maybe driving the increase in EHCP requests?
* Lastly, the visual on Suffolk Graduated Response to ensure attendees had an understanding of what the lines of SCC and SES support was available and how to access these.
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| **Questions arising.****Agree the focus for the next CIF.** |
| Transition- access the materials collated by other Forums around the county. |
| **Next Meeting**: Wednesday 26th June at Wickham Market Primary School |
| Please fill in this short feedback form about the Community Inclusion Forums if you haven’t already <https://forms.office.com/e/ANL4kHMAvQ> |