A group of blue people in a circle

Description automatically generatedA logo for a specialist education services

Description automatically generated**Community Inclusion Forum**

**Minutes**

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| **Title of Meeting:** | Coastal Community Inclusion Forum | | |
| **Date:** | Wednesday 26th June 2024 | **Time:** | 4pm-5:30pm main meeting |
| **Place:** | Wickham Market Primary School | | |
| **Chair:** | Maria Hough | | |
| **Attendees:** | Louise White (SES C&L) Sue Bradley (MAF) Rae Twelftree (SES SEMH) Kate Daly (WSI Head of Service)  Tracey Pilgrim (SES WSI)  Emily Smith, P&TS Inclusion Facilitator  Jessica Astley-Marr, P&TS TEP  Georgia Hampton, Assistant Psychologist  Jemma Carter, Educational Psychologist  Emma Potter, P&TS  Penny Benstock (SENDCo, Saxmundham Primary)  Jo Harris (Head of School, Wickham Market Primary)  Kate Ridall, SENDCo, Kyson Primary  Kate Sudell SENDCo, Langer Primary  Clare Cooper, SENDCo, Sir Robert Hitcham Primary | | |
| **Apologies** | James Day (SENDCo Thomas Mills High) Sally East (Charsfield Primary)  Elke Drane (SET Felix Primary) Lucy Spink (SES C&I) Stacey Banthorpe (SES SLCN) | | |

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| **Topic: Assessment** | **Lead by:** |
| **Introduction and notices**   * Maria shared the DBV offers for SCLN, SEMH * Notification of CIF Dates | Maria Hough |
| **Assessment**   * List of assessments from previous CIF was extended and expanded upon with strengths and questions recorded. * Framework to be sent to schools not in attendance to gather an extensive and accurate picture of assessments used in the Coastal community | Maria Hough |
| **Transition**   * Existing good practice and barriers were identified and discussed; these were recorded by P&TS with further contributions to be added. * Key questions and takeaways: - * There is a need for improved communication and relationships between settings. * Is there/should there be a named transition co-ordinator in each setting? * How do we support daily transitions within a setting? * Do we need to raise the profile of transition in all its forms, and how do we do that? * Do we need to compile a set of expectations and agreed non-negotiables? * Are we mindful of our language around transition, is it fully understood by all parties including CYP, does it promote support and optimism? * Are we mindful of, do we monitor the impact on families and how we build confidence in placements at the earliest opportunity? | Jemma Carter |
| **Discussion and agreed next steps.**   * Revisit Transition successes and areas for development in light of recent experience. * Consider a Transition agreement/charter for Coastal Schools Community * Identify and agree non-negotiables | All |
| **Agree the focus for the next CIF.**  Transition planning | All |
| **Venue for next CIF**  Wednesday 9th October 1:30pm – 3:00pm - Wickham Market Primary | |
| Please fill in this short feedback form about the Community Inclusion Forums if you haven’t already <https://forms.office.com/e/ANL4kHMAvQ> | |