

SEND Local Area Inspection Action Plan

This action plan describes how Gateshead Council and Newcastle Gateshead Clinical Commissioning Group (CCG) will work in partnership to address the areas for development highlighted in the joint Local Area SEND Ofsted/Care Quality Commission inspection report (published 16 June 2017)

	Outstanding
	In progress
	Completed

	Requirement	Outcome	Action	Leads		Timescale		Completion / Evidence of Progress	Governance
				Provider	Commissioner	Start	End		
1. The effectiveness of the local area in IDENTIFYING children and young people's SEND.									
	1.1 Implement a stronger focus on early help and prevention to meet increasing numbers of children and young people with SEMH.	<p>Prevent escalation of SEMH cases being dealt with at higher tier SC support level.</p> <p>Reduce NEET numbers.</p> <p>Reduce the number of Permanent Exclusions.</p> <p>Reduce the number of children and young people with SEMH.</p> <p>Ensure seamless transition from primary to secondary</p>	<p>Implement the Early help model across CWL (holistic family and CAF/TAF approach).</p> <p>Evaluate current and predicted levels of SEMH and provision required across education, health and social care.</p> <p>Commission sufficient provision for SEMH across education, health and social care to meet SEMH demand utilising best use of resources.</p> <p>Offer and deliver Mental Health First Aid training in all Gateshead schools.</p>	<p>Val Hall; Service Director Early Help LA</p> <p>Deborah Mason SEND Service Manager</p> <p>Deborah Mason SEND Service Manager</p> <p>If you care, share (charity)</p>	<p>Director of Children's Services LA</p> <p>Val Hall Service Director Early Help LA</p> <p>Steve Horne Schools Service Director</p> <p>Catherine Horn CYPF Portfolio Manager</p>	<p>May 2017</p> <p>Sept 2017</p>	<p>April 2018</p> <p>Sept 2018</p> <p>Oct 2017</p>	<p>Early Help model in operation. Extension of CAF/TAF process across more services.</p> <p>SEMH needs identified and demand predicted. SEMH provision commissioned</p> <p>All Gateshead schools undertake training. Now completed.</p>	<p>Group Management Team CWL</p> <p>Group Management Team CWL</p> <p>EMIL project board</p>

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		school.	Roll out Year 9 School Assembly GP Project in all Gateshead secondary schools.	CCG/Local GPs	Catherine Horn CYPF Portfolio Manager	Sept 2017	July 2018	All secondary schools host Year 9 Assembly. Dates currently being arranged.	EMIL project board
			Mental Health Services and Schools Link Programme	Anna Freud Centre for C&Families	Lynn Wilson (LA)	Jan 2018	Mar 2018	2 x workshops held.	
			Preventing exclusion work:	Jeanne Pratt	Gateshead LSCB	July 17	July 17	Action plan agreed	Gateshead LSCB
			- LSCB Behaviour Conference					New protocols agreed and implemented	FA Board/HT
			- Review of primary and secondary fair access processes	Education Support Service Manager (LA)		May 17	Sep17		
			- Primary/secondary transition working group	Carolyn Lamb (EP)/Jeanne Pratt	Primary schools via Primary FAP	ongoing		Standardised practice	Primary FAP
			- Primary Fair Access Panel training (FASD, mental health	Carolyn Lamb	Primary schools via			Training plan mapped out,	Primary FAP

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			and wellbeing, refugees and asylum seekers)	(EP)/Jeanne Pratt	Primary FAP	Sept 2017	July 2018	delivered and evaluated	
			- Primary Fair Access EP Support	Carolyn Lamb (EP)/Jeanne Pratt				Early EP assessment of SEMH needs	Anti-bullying working group
			Anti-bullying 'All Together Programme' work	Anti-Bullying Alliance	LA/Health	June 2017	Sept 18	A portfolio of work including a before and after assessment using an audit tool, action plan and pupil survey	Anti-bullying working group
			Rainbow award	DISC (Durham)	LA/Health	Ongoing	Ongoing	A portfolio of work including a before and after assessment using an audit tool, action plan and pupil survey	Anti-bullying working group

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			Tacking Youth Racism	DISC (Durham)	LA	ongoing	Ongoing	Work undertaken with groups of children to deliver a range of interventions; addressing fears and misconceptions whilst sharing knowledge and understanding of other cultures	Anti-bullying working group
			Healthy schools award	Edutainment	Public Health	Sept 17	July 18	A portfolio of work resulting in a Healthy Schools Award	Anti-bullying working group
			Anti-bullying newsletter	LA/Health	LA/Health	Annually		Newsletter shared	Anti-bullying working group
	1.2 Strengthen EHCP process by including advice from Therapies, HV, SN,	Quality of health information and advice in EHC Plans improves.	Develop/ review EHCP health advice pathway to ensure relevant health professionals involved contribute to EHCP.	Deborah Mason SEND Service Manager David	Chris Piercy Director of Nursing	Sept 2017	July 2018	Pathway to be shared with all providers to ensure information collected is passed to the	CYP Joint Commissioning Group

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	LAC, Community Nursing Team & Nursery staff where appropriate			Jones DCO Director of Children's Services (LA) Diane Watson and Health Team – Low Fell clinic Lynn Wilson Public Health manager Jill Bird SEN Team Julie Cockburn Community Services Manager				LA for inclusion in the final EHCP Provider Organisation to review the current system and adopt pathway Joint meetings to be arranged – to take a stepped approach with this. September 2017: Undertake audit of those children who have been in receipt of EHCP in records, HV, SN and LAC & Therapies.	

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				GHNT				Audit also of written contribution.	
	1.3 Ensure EHCP's are placed in health records	EHC Plans are placed in health records and relevant staff have access to them in a timely manner.	Ensure professionals receive final plans in a timely manner, and filed in health records e.g. HV SN and LAC and Therapies	Deborah Mason SEND Service Manager Diane Watson LA clinic Julie Cockburn Community Services Manager GHNT Jean Hubble Named LAC Nurse GHNT Gillian Appleby SLM Paediatrics GHNT Provider	Lynn Wilson and Moira Richardson Public Health Chris Piercy Director of Nursing David Jones DCO Strategic director of Children's Services LA	April 2017	Sept 2017	Review of Audit undertaken Sept 17 EHCP are sent to paediatric secretaries – these are to be filed in notes at QE hospital	Ncle Ghd CCG – Safeguarding committee CYP Joint Commissioning Group

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				Named Leads (Sue Fraser) Bev Coombs Early Help LA					
	1.4 Ensure the voice of the child is included in advice from Health professionals	Voice of the child is included in advice from health.	Ensure the views of the child are explicit in the advice forms from health partners via training programme and revisit of forms.	Diane Watson LA clinic Julie Cockburn Community Services manager GHNT Jean Hubble Named LAC Nurse GHNT Gillian Appleby SLM Paediatrics	Lynn Wilson and Moira Richardson Public Health Chris Piercy Director of Nursing David Jones DCO	July 2017	March 2018	Evidence gathered from relevant education and health services. Audit carried out. Children's Views are sought when completing health assessments. Feedback has been sought about their experience of health	CYP Joint Commissioning Group

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				GHNT				assessments. Children's and young people's views have been obtained when developing information leaflet and leaving care passport.	
	1.5 Ensure that parents /carers are informed by schools why additional support is being provided for their child.	Parents and carers with children at SEN Support are aware their child has SEN and is receiving additional help at school because of this.	Ensure clear parent-school communication processes re: SEND are in place in all Gateshead schools via guidance and training provided to SENCO's	Ann Muxworthy SEND Inspector Jean Thompson via SENCO network	Strategic director Children's Services	Sept 2017	Mar 2018	Advice containing guidance and suggested proforma letters for parents confirming child's SEN Support status circulated to all providers. Schools verify that this has been incorporated into their SEN	SEND Strategy Group

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								processes.	
	1.6 EHC Plans quality assurance - ensure that actions and outcomes demonstrate how provision has made an impact, that plain English is used and specialist clinical terms are avoided.	<p>EHC Plans quality improves.</p> <p>EHC Plans include SMART outcomes.</p> <p>EHC Plans do not include specialist clinical terms.</p>	<p>Training/guidance on EHCP quality assurance and SMART outcomes/actions developed and rolled out with schools, providers and health staff.</p> <p>Ensure at Annual Reviews that outcomes are SMART and share good practice</p> <p>Implement a multi-agency robust EHCP quality assurance process.</p>	<p>Ann Muxworthy SEND Inspector LA Org Devlpmt</p> <p>SEND team</p> <p>Deborah Mason SEND service manager</p> <p>David Jones (DCO)</p> <p>Jean Thompson</p>	<p>Lou Okello Strategic director of Children's Services LA</p> <p>Deborah Mason SEND Service Manager</p>	<p>Sept 2017</p> <p>ongoing</p> <p>Sept 2017</p>	<p>July 2018</p> <p>N/A</p> <p>N/A</p>	<p>Working group established, training developed, rolled out and evaluated.</p> <p>Becomes part of working practice.</p> <p>Protocol in place and shared. EHCP sample exercise annually.</p>	<p>SEND Strategy Group</p> <p>SEND Strategy Group</p> <p>SEND Strategy Group</p>

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				LA Inspector					
2. The effectiveness of the local area in MEETING THE NEEDS of children and young people with SEND.									
	2.1 Ensure the Local Offer is widely understood and used.	<p>Increase in numbers accessing the LO online and LO Facebook page.</p> <p>Parents, carers, young people and professionals report that they know what the LO is.</p>	Implement a Local Offer Facebook page to help publicise the LO and share regular timely info about services, support, regular events & activities etc.	Elaine Boyes Senior SEND Monitoring Officer	Strategic director of Children's Services LA	July 2017	N/A	<p>Facebook page launched (complete).</p> <p>Google and Facebook analytic data demonstrates increase in numbers accessing LO.</p> <p>LO Annual Evaluation reports.</p>	SEND Strategy Group
	2.2 Ensure the use of interpreting services is understood by professional	Interpretation is provided in a timely manner when needed.	Implement a clear protocol and ensure all relevant staff are aware of it.	Elaine Boyes Senior SEND Monitoring Officer	Strategic director of Children's Services LA	Dec 2017	April 2018	Protocol in place and shared.	SEND Strategy Group

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	s to enhance the effective engagement of children young people and families.								
	2.3 Ensure the procedures in relation to the transfer of equipment means that no child or young person is left without the equipment they need.	Equipment is provided in a timely manner when needed.	<p>Review the access and transfer of wheelchair provision from school to college facilities. Ensure smooth transition and commissioning for this equipment is robust.</p> <p>Review access to appropriate Equipment in Child Development Clinics for routine appointments for children with Special Needs. Provision and availability of Hoist equipment and wheelchair weighing scales available.</p> <p>Carry out an audit of equipment provided by the LA to children in education settings and develop a protocol outlining the procedure of transfer of equipment between</p>	<p>Michael Laing Associate Director GHNT</p> <p>Carmen Howey Designated DR Safeguarding Children.</p> <p>Amanda Ross LINT</p> <p>Ian</p>	<p>Chris Piercy Director of Nursing</p> <p>Dr David Jones DCO</p> <p>Judith Corrigan Designated Nurse Safeguarding Children NECS</p>	<p>Sept 2017</p> <p>Sep 2017</p>	<p>Feb 2018</p> <p>April 2018</p>	<p>Pathways and commissioning Service Level agreements in place.</p> <p>Audit completed and protocol circulated to providers and published on</p>	<p>LA SEND Improvement Board/SMT Provider and Commissioner Quality Safety and Risk Group</p> <p>Safeguarding Committee GHNHSFT</p> <p>Safeguarding Committee NGCCG</p>

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			settings. Depending on outcome of audit, look into the feasibility of pooled budgets for equipment	Mathieson HINT LA and CCG		Dec 2017	July 2018	Local Offer	
	2.4 Ensure there are high quality speech and language therapy services for young people WITHOUT LD aged 18 and over.	Appropriate speech and language therapy services for young people without LD aged 18+ are commissioned and publicised based on an assessment of demand/need.	Ensure the referral pathway to Walkergate service is in place and raise the profile of this with relevant staff and families via Local Offer.	Michael Laing Associate Director GHNT	Chris Piercy Director of Nursing Dr David Jones DCO	July 2017	Sept 2018	Meeting to discuss commissioning of services for this cohort. Pathway circulated and publicised	
	2.5 Monitor the timeliness of completion of health care plans for LAC	Timeliness of Individual Health Assessment for LAC KPI improves.	Review and audit the new LAC protocol for IHA and escalation policy re: consent in order to avoid delay in the National LAC KPI.	Kate Jones Children's Safeguarding lead GHNT Jean Hubble Named LAC	Chris Piercy Director of nursing Dr David Jones DCO	April/May 2017	Sept 2017	Audit complete and presented to Corporate Parenting Group	Corporate Parenting Group LAC Be Healthy Group

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				Nurse GHNT	Linda Hubbuck Designated Nurse LAC Judith Corrigan DNSC			Timeframes for IHAs have improved and is being monitored. Work is ongoing with the local authority to improve consent prior to health assessments.	
	2.6 Promotion of community dental services	Awareness of community dental service improves. Young people receive appropriate dental treatment in a timely manner when needed.	Community dental services are promoted across Gateshead, ensuring that special schools are aware of the service and referral pathway. Advertise the service in the LO, LO Facebook page, NHS, SEND newsletter and Autism Service Directory.	Community dental service team manager	Chris Piercy Director of Nursing Dr David Jones DCO	April 2017	July 2017	Referral pathway shared. Service is publicised as described.	Provider and Commissioner Quality Safety and Risk Group Safeguarding Committee GHNHSFT Safeguarding Committee NGCCG

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3. The effectiveness of the local area in IMPROVING OUTCOMES for children and young people with SEND.									
	3.1 Improve progress of pupils with EHCP's in communication, reading and maths in the secondary sector and ensure pupils are challenged	Progress of secondary pupils with EHCP's in communication, reading and maths improves	Attempt to influence schools via SI programme to improve progression for secondary pupils with EHCP's in Maths and English. SEND Monitoring Group to develop clear information on assessment of SEND needs to inform pupil progression.	Ann Muxworthy SEND Inspector Head Teachers SEND Monitoring Group	Strategic director children's services	Sept 2017	July 2018	Analysis of attainment results. Training and teaching for teaching staff and SENCO's & trial at SEND panel.	CWL GMT
	3.2 Ensure that parents, carers and young people are informed about options around personal	Increase in the number of parents/carers and young people opting for personal budgets.	Review the information provided to parents and professionals on its function and how to access this. Awareness raising.	Gail Johnson Deborah Mason SEND Service Manager	Strategic director children's services	Dec 2017	April 2018	Information reviewed and provided to parents and professionals.	CYP Joint Commissioning Group

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	budgets well in advance to enable them to make informed choices.								
	3.3 Ensure sufficient provision of independent travel training that meets demand and the needs of young people.	Increase in the number of young people travel trained and travelling independently.	<p>Pilot the inclusion of a Preparation for Adulthood section in EHCP's from year 9 onwards incorporating readiness for ITT.</p> <p>Ensure ITT is discussed at EHCP review meetings from year 9 onwards.</p> <p>Work with schools and service providers to initiate a proactive approach to delivering ITT e.g. Train the Parent events.</p> <p>Commission ITT annually based on demand/need.</p>	<p>Joanne Waters Transitions/ TravelCare manager</p> <p>Elaine Boyes SEND Senior Monitoring Officer</p>	<p>Jon Tomlinson Interim Director Commissioning (LA)</p> <p>Deborah Mason SEND Service Manager</p>	Sept 2017	N/A	<p>Preparation for adulthood section included in EHCP's.</p> <p>Process in place where ITT is commissioned based on need/demand.</p> <p>Increasing numbers of young people are successfully travel trained.</p> <p>Positive</p>	SEND Strategy Group

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								feedback received from service users about travel training. Case studies.	
	3.4 Ensure that service users, parents/carers and professionals are fully aware of the SEND EHCP process, Local Offer, national SEND reforms and how to access help.	Parental and professional awareness of SEND Reforms, EHC Plan processes, Local Offer and how to access help improves.	To review the current arrangements. Consider the development of training for users, parents, carers and professionals on the SEND process, Core offer in light of the National reforms Consider the use of C&YP to part facilitate training	LSCB training sub group Deborah Mason SEND Service Manager Ann Muxworthy SEND Inspector Steve Horne Schools Service Director	Director Children's Services (LA)	April 2017	May 2018	Discuss at the next LSCB Executive and Training Sub 2017	Provider and Commissioner Quality Safety and Risk Group Safeguarding Committee FT Safeguarding Committee NCCCCG SEND Strategy Group