

SEND Parent Group Minutes

22/11/22



Present:

Chris McNamara Hele's School SENDCo
Katy Williams Year 8 EHCP Parent
Maria Horton Year 9 SEN K and Year 10 EHCP Parent

Apologies:

N/A

Meeting start time: 7pm

Meeting concluded: 8.10pm

1) Governor update

A hub model has been agreed with schools confirmed. The model of governance is being considered by WeST trustees and plans for the launch of a new model will be confirmed in due course for a January launch. A governance conference is scheduled for late November.

Action: Justine Mason (Principal), to share information with Chris McNamara following the Governance conference scheduled to take place later in Term 2.

2) SEND Parent webpage

A 'Parent Group' tab has now been added to the SEND area on the website (Parents/Inclusive Education SEND/SEND Parent Group). The 'homepage' of the parent area includes the parent group mission statement along with a SEND Parent Champions logo.

Thank you to the Hele's Reprographics Team for creating this Logo.



*Emphasis and themes to run through the parent page based around the research evidencing that 'every teacher is a teacher of SEND' and it is the role of the subject specialist who, through delivery of Quality First teaching is the main support for every child in the classroom. LSA Profile links have also been added to the area to enable students/parents to familiarise themselves with those who provide additional adult support for their child in the classroom.

Parent Group website (* Create and add prior to Christmas)

SEND Parent minutes	Chris McNamara
Where can I get help?	Katie Williams
How is my child supported in the classroom?	Chris McNamara
Day to day SEND provision	Natalie Gowing
Who do I go to if?	Chris McNamara
Exam Access Arrangements	Kerri Hewson
Preparing your child for adulthood (Post 16)	Chris McNamara

Head up parent area with a clear statement that at Hele's School, it is our aim to support and breakdown barriers to learning and to ensure that all children are based in the classroom receiving quality first teaching from subject specialists.

Action: Continue adding content to the website, draft a letter to parents that will be sent via in-touch.

Outcome: Parents will have access to help, support, and signposting via the school website.

3) Provision Map update

Planned delay opening parent aspect Provision Map to allow for Quality Assurance training and follow up once Cycle 1 has been completed.

- SENDCo has led a JLG session with HOYs.
- Joint QA of year group SEND students to take place with PIP/HOY prior to Christmas.
- Post-Christmas, HOYs to share observations (WWW/EBI) with year teams.
- SENDCo to send letter to parents of E and K students during Cycle 2 inviting them to join Provision Map.

4) Hele's SEND Parent Network Meeting (* create/send letter via in touch prior to Christmas)

The first Hele's SEND Parent Network Meeting will take place in the New Year. It will be 'pitched' as an opportunity to meet the SEND Team, meet parents of other children with SEND and an opportunity to share thoughts and ideas on the purpose/desired outcomes of termly SEND evenings moving forward.

Meeting

Date: Thursday 19th January 2023

Time: 4.30pm-5.30pm

Venue: Supportive Education Department area

Aim:

A termly opportunity to informally meet with key SEND staff and network with SEND parents.

Consideration of what the Hele's SEND Parent network could like in the future to be discussed/shared.

Parents in attendance issued with a link to a questionnaire to gather further information.

Action: C. McNamara - Letter to parents, teas, coffees, and biscuits. Send information via in touch w/b 5th December (request a response if plan to attend).

5) AOB

Parent SEND surgery (* create/send via in touch prior to Christmas)

A new 'Parent SEND surgery' will begin in the New Year. It will be an opportunity for parents to meet the SENDCo via TEAMS to discuss their child.

In the first instance, 2 consistent hours will be allocated each week to the SEND surgery and parents will be able to access a form via the SEND Parent webpage to request a date and time slot. Once confirmed, a TEAMS request/link to join will be sent.

Outcome: Additional opportunity to fulfil the CoP recommendations (SEND K as well as SEND E)