

## SEND Parent Group Minutes

27/09/22



### Present:

Chris McNamara                      Hele's School SENDCo  
Katy Williams                      Year 7 EHCP Parent  
Maria Horton                      Year 8 SEN K and Year 9 EHCP Parent

### Apologies:

Raegan Leather                      SEND Governor

### 1) Governor update

There has been a change to governance across WeST Trust. We are waiting for clarification of how the governance of SEND will run and what it will look like. We would like to thank Raegan Leather for her support over the last 12 months.

**Action:** Chris McNamara to explore how the new SEND governor will support under the new WeST Governance system.

**Outcome:** WeST Trust will share information with schools enabling them to plan and support SEND departments moving forward.

### 2) SEND Parent webpage

Request made to IT to add a 'Parent Group' tab. The 'homepage' will include the parent group mission statement along with the following logo but with the Hele's badge as the kite?



**SEND Parent Champions**

Parent group to decide the additional links that will be added to the SEND Parent Group homepage and identify the content/information that needs to be included e.g., useful websites, SEND parent meeting dates, where can I get help? KW suggested a 'virtual tour' of provisions – LSAs, laptops, reader pens etc...headed up with a clear statement that it is our aim support and breakdown barriers to learning and get children into the classroom so they can receive quality first teaching from subject specialists.

**Action:** KW & MH to meet/email separately to identify and discuss what would be most useful for parents and bring thoughts/ideas/content to the next meeting (3 – 5 main areas). Chris McNamara to see if reprographics can create a Hele's kite parent group logo.

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

### 3) SEND Development Plan

- Improve the quality of support for SEN K students
- Drip feed staff CPD focused on supporting the 4 areas of need
- Use LSA/subject staff feedback to drive forward the effectiveness of LSA support in the classroom
- Optimise the use of Provision Map \*MH to share parent log so CPM can triple check what parents can see before going live with all SEN E and K parents.

**Action:** Chris McNamara to continue to monitor and evaluate SEN K support. Carry out learning walks, utilise the weekly SEND in 60 seconds to drip feed information to all staff, explore recent literacy and action research projects on optimising the effectiveness of LSAs in the classroom. Continue staff training with Provision Map.

**Outcome:** Enhanced provision, support and progress for all SEND students.

**Meeting concluded: 7.45pm**

**Next meeting**

**Date:** 22<sup>nd</sup> November @ 7pm

**Agenda**

- 1) Discuss key areas to be added to SEND area on school website
- 2) Plan for first SEND Parent group meeting (on the school site). Date/times/venue specifics. What will be the purpose of the meeting?
- 3) SEND Governance update