

SEND reform year 2 implementation project Sept 2014-Aug 2015 – outline project plan

The overall aim of the SEND reform year 2 implementation project is to complete the initial implementation of SEND reform by August 2015. By this date it is envisaged that sustainable arrangements will be in place for the reform to be mainstreamed and the implementation project itself to be wound up.

The project as a whole and each workstream will work to the principles for SEND reform in B&NES, which are appended to this plan – the project manager and workstream leads will take responsibility for ensuring these principles are followed.

Project governance, management , support & resourcing

The SEND reform steering group chaired by Mike Bowden will continue to oversee the project. SEND reform steering group dates are appended to this plan.

Charlie Moat will continue:

- to lead, manage & coordinate the implementation project overall
- to lead on several of the workstreams
- to report on the project externally as required.

Individual workstream leads will be responsible for :

- planning, leading and managing their workstreams
- coordinating with other workstream leads as necessary both directly and through the SEND virtual operational leadership team
- reporting to the steering group.

Project administration will continue to August 2015:

- support will be available to all workstream leads with arrangements for meetings/workshops and communications/reporting about the project work.
- priority additional support will also be available to the EHC planning, information, advice & support (development of the local offer) and workforce workstreams
- other requests for additional support will be considered by the project manager.

Implementation project funding is available to March 2015, following which date available SEND reform funding to March 2016 is committed to advocacy and SEND lead practitioner capacity.

- requests for resourcing for workstreams to March 2015 will be considered by the project manager.
- long term (from April 2015) resource implications arising from any workstream will need to be reported to and considered by the steering group.

1. SEND virtual operational leadership team

Outcomes and tasks

To establish a SEND virtual operational team.

Short term to coordinate delivery of year 2 implementation project workstreams.

Long term to become the mechanism to secure effective & integrated operational delivery of EHC Planning, early and SEND support 0-25 and preparation for adulthood.

Lead

Charlie Moat initially, then service manager

Sustainability

The SEND virtual operational leadership team should continue following the conclusion of the implementation project. It will bring together the key operational managers across services with responsibility for delivering EHC planning, specialist and high level preventive SEND support services and will be led by the service manager with overall accountability for SEND outcomes.

2. Early support

Outcomes and tasks

To develop the early years pathways for SEND and ensure effective early support. To pilot & develop SEND single support plans in the early years context.

Lead

Hugo Stearn

Sustainability

The lead on effectiveness and integration of early support should continue beyond the project through identification of the accountable manager for early support outcomes in the longer term and their membership of the virtual operational leadership team.

3. SEND support – school age

Outcomes and tasks

To develop SEND support arrangements with schools, services and other partners.

To pilot & develop the single SEND support plan with schools, health & social care services.

Lead

Charlie Moat, then service manager

Sustainability

It should be possible to test and develop a SEND support planning model by August 2015. Continued work will be needed over a longer period of time to develop a whole system and promote a whole school approach to SEND support.

4. FE sector

Outcomes and tasks

To work with the FE sector to develop & establish EHC assessment, planning and review arrangements and link in with FE settings' arrangements for SEND support. To pilot SEND single support plans in the FE context.

Lead

Charlie Moat then service manager

Sustainability

These arrangements with and within the FE sector should be established by August 2015. The SEND virtual operational leadership team should continue to oversee and develop this beyond that date.

5. EHC planning & transitional arrangements

Outcomes and tasks

To develop and manage the transitional arrangements for transferring statements of SEN to EHC Plans.

To develop practice and delivery of EHC assessment, planning & review.

To review the recording, information management and sharing systems around the implementation of EHC plans, develop & implement short term solutions & set out longer term requirements.

Lead

Charlie Moat initially, then service manager – overall lead

Chris Jones – lead for SEN Team delivery and processes development

Sustainability

Transfer review arrangements should be tested, established and well progressed by August 2015. These will need to continue until April 2018, overseen by the virtual operational leadership team.

The basis for good EHC assessment, planning and review practice should be established by August 2015, however a learning culture should be encouraged and continued practice learning and improvement continue beyond that date.

It should be possible to identify solutions by August 2015 to streamline the processes around EHC Plans and to reduce the time and paper used, making records increasingly electronic and supporting collaborative and partnership working. Longer term requirements should be specified to inform future recommissioning of relevant information systems.

Additional capacity has been made available to the SEN team to support new ways of working in EHC planning and the transitional arrangements. Funding is currently available to March 2016. Longer term requirements will need to be identified and resources identified or secured. Capacity pressures on other teams and services will need to be identified and resource implications addressed.

6. Quality assurance and performance management

Outcomes and tasks

To establish quality assurance standards and arrangements for EHC assessment planning & review and SEND support

To establish performance measures and reporting for EHC plans and SEND support.

Lead

Charlie Moat

Sustainability

Arrangements should be tested and established by August 2015.

7. Preparation for adulthood

Outcomes and tasks

To develop the preparing for adulthood pathways and ensure they are embedded in EHC planning and SEND support. To develop & improve the existing arrangements for effective and integrated transitions to adult services.

Lead

Mike MacCallam

Sustainability

It should be possible to ensure the PFA pathways and outcomes are embedded in EHC Planning by August 2015 and to review existing transition arrangements in the context of SEND reform and the mechanisms for decision-making & resourcing about EHCPs. The

SEND virtual operational leadership team will need to continue to oversee and coordinate preparation for adulthood long term.

8. Information, advice and support

Outcomes and tasks

Establish arrangements to maintain, support and develop the published local offer.

Develop arrangements for keeping the local offer under review with the strategic commissioning partnership (workstream 11).

Develop and establish independent support, parent partnership and advocacy.

Lead

Jackie Fielder.

Sustainability

The local offer will be supported by Family Information Service. The sustainability of this within existing resource will need to be evaluated.

Additional advocacy for young people is funded to March 2016 and there is some additional national funding for independent support in the short term. Long term arrangements will need to be developed with parents & young people and any resource implications identified and addressed.

9. Workforce

Outcomes and tasks

To deliver training and events to support SEND reform including introduction to SEND reform, person centred thinking, stakeholder event January 2015 and EHC planning practice workshops. To identify and address other training needs specific to SEND reform that may arise during the year – likely to include EHC Planning once processes & practice are clearer.

Lead

Charlie Moat

Sustainability

SEND reform specific training can be funded from the implementation project to March 2015. Charlie to work with Simon Ratcliff on mainstreaming the identification and meeting of training needs arising from SEND reform following completion of the project. This will include ongoing training on person centred thinking.

10. Personal budgets & commissioning

Outcomes and tasks

Test and develop the initial personal budget offer.

Establish a shared & agreed vision and longer term plan to achieve more integrated and comprehensive personal budget offer linked to EHC Plans.

Develop the arrangements for integrated decision-making and resource allocation linked to EHC Plans.

Ensure SEND is incorporated into the JSNA.

Develop SEND commissioning planning based on data from the JSNA, individual EHC Plans and informed by the review of the local offer through the strategic commissioning partnership (workstream 11).

Lead

Ian Tomlinson

Sustainability

We should aim to test and refine the panel/joint decision-making arrangements to support EHC Planning within the year. It should be possible to gain significant experience with personal budgets during the year and to establish a clear longer term plan for developing this. It is possible to purchase external expert (In Control) support with this work for one year from the implementation project budget.

11. Partnership & strategy

Outcomes and tasks

Establish strategic commissioning partnership arrangements to keep the local offer under review with parents, young people & other partners (review of local offer links with workstreams 8 & 10).

Develop engagement of parents & young people in SEND reform.

Develop longer term SEND strategy to take the reform forward beyond 2015.

Lead

Mary Kearney Knowles – overall & children's service lead

Mike MacCallam – adult service lead

Dee Chaddha – lead on engagement with parents & young people

Sustainability

Arrangements should be established by August 2015.

Appendix 1 – SEND reform principles

SEND reform requires a culture change across all of our education settings and services for disabled young people and those with SEN. This is best described through the following set of principles.

We are committed to promoting a whole system approach to support and inclusion of children and young people with SEND. This means:

- **SEND is everyone's business** – all services and education settings will be supporting some of the 20% of young people with SEND, most of whom will not need specialist support or services, and we all have statutory duties towards them.
- **We should all seek to work to the SEND reform principles** - this is likely to be beneficial to all children, young people and families, not just those with SEND, and will take services and education settings a long way towards effectively meeting their duties to provide SEND support.

Principles for supporting disabled children and young people and those with special educational needs

ASPIRATION

for all of our young people regardless of disability or needs

- having high expectations
- supporting young people to achieve their full potential
- enabling young people to grow up to live meaningful and fulfilled lives

CO-PRODUCTION

full involvement of parent carers and young people

- at every stage of assessment, planning and review of the support they need to achieve their aspirations
- in design and improvement of the way we provide support and services
- in reviewing and developing our local offer

PERSON-CENTRED

putting children, young people and their families at the centre of everything we do

- using practices, skills and tools that focus on young people, their strengths, gifts and skills, what is important to them and the best way to support them
- listening to young people and their families and their desired outcomes now and for the future

OUTCOME FOCUSED

planning focused on outcomes – what difference will it make?

- agreeing long and short term outcomes with young people, their families and the whole of their support team
- support plans to be clearly based on SMART outcomes

HOLISTIC TEAM WORK

support based on a holistic understanding of the young person and all of their needs

- a single support plan for the young person to which everyone subscribes
- team work and coordination to ensure an integrated approach.

Appendix 2 – steering group dates

Workstream leads should ensure progress reports are available to be circulated to the steering group 5 working days before each meeting.

9th Sept 2014 – to consider and sign off year 2 project plan – individual workstream progress reports not required

4th Nov 2014

15th Dec 2014

2nd Feb 2015

30th March 2015

21st May 2015

13th July 2015 – final planned steering group