

APPENDIX 1

WSOA (P)

Tameside WSOA DfE Formal Review Meeting 21st September 2023

Introduction

Tameside is now in a position where we want our WSOA to focus on impact of improvement to outcomes for children, young people and their families, and our improvement journey. Therefore, we want the story of our journey, where we are now, and intending to get to, to show this clear direction and focus. We have increased leadership capacity to support and take this forward.

We are aware that the existing WSOA with the best intention does not have the narrative and focus that portrays this. We need to present a better understanding of where we are, what needs to be done and reflect positive impact and purpose.

Work has begun to improve the reporting methods that we currently use to ensure we have a more dynamic reporting method to ensure that improvements are moving in the right direction.

Areas of Concern

This approach below to the areas for improvement does not set out work undertaken nor direction as mentioned, therefore we are investing in a diagnostic assessment. Also:

1.3.2 Within quarter 4 we will be establishing a plan with clear timelines and ownership to ensure task is prioritised and completed.

5.1.4 There is a meeting with LA, PCFT and Pennine Care on 25th September to establish a plan to get this task back on track. It is recognised that we have had barriers to completion and we intend to agree a strategy to complete this before the end of September.

5.1.5 From June 2023 we moved to the new model for initial assessments for both core and ND with a view to enhancing the number of assessments offered to ND pathway. This will be reviewed and impact evaluated in December 2023.

HIGHLIGHT REPORT: DfE Monitoring Visit September 2023

WSOA Priority 1:
<i>The endemic weaknesses in the quality and, due to the pandemic, timeliness of EHC plans, which lead to poor outcomes for children and young people with SEND across education, health and care</i>
Senior Reporting Officer: Wendy Young
Date: 31/8/23
Period ending: August 2023

Key	Previous RAG descriptor	Feb 2023 Descriptor
	Not On Track – Area of Risk	Not started and /or will not meet target date - Area of Risk and required escalation
	On Track and Progressing	On track but delayed vs Planned completion date
	Completed	On track on time for Planned completion date
	Impact Evidenced	Delivered and complete

WSOA Action Reference	RAG rating	WSOA Planned Completion date (latest date per ref)	Updated Expected completion date	% complete	Headline Comments
1.1.1 Conduct a full service review of SEND assessment - considering all aspects of the service- including staffing structure and process, to improve the experience of children parents and carers.		Jun-22	Jun 22	100%	Completed. Follow on activity (benchmark exercise) well underway). This is to be reviewed now following the feedback from all surveys and to ensure that the support for mainstream schools is fit for purpose. <u>Confidential</u> Re alignment of team and resource to Neighbourhood Localities and school clusters – done for Summer 23 allocations. Service restructure in progress to align caseworkers to neighbourhoods and family Hubs and school clusters. This will eliminate multiple handoffs between teams (failure points)

					and assign key contacts for parents, schools and social care so parent, carers, schools, SENCo's have a consistent single point of contact.
1.1.2 Further develop the SEND Health data set to include training uptake, timeliness, QA progress and ensure data systems and flow are robust from CCG, ICFT and Pennine Care.		Nov 22	November 23 Evidence available towards end of year to show impact	75%	<p>Health 6 week timeliness data Quarter 2 CAMHS 100% ISCAN 94% Paeds 62.9%</p> <p>Quarter 3 – CAMHS 100% Therapies 87% Paeds 52.5%</p> <p>Quarter4 – CAMHS 100% Therapies 92% Paeds 21.7%</p> <p>There is a new tracking team in place. These have been recruited by ICFT. EHCP tracking team now live.</p> <p>Dean and Rebecca are responsible for collecting statutory data. Data is now being collated but success and impact this needs to be assessed and evaluated. There is confidence that we can evidence this impact for the next review towards year end.</p> <p>New Head of SEND will review QA of Advice, report of findings and suggested improvements at next review.</p>
1.1.3 EHCP Timeliness Recovery Plan being reviewed and implemented.		Jan 23	Ongoing	100%	<p>The plan has delivered an above national position year to date (Jan to Sep 2023) but the new structure needs to embed and be fully recruited to ensure the process is robust and sustainable. Continuing to stay above national remains a challenge</p>

					due to significant increase in demand SEND portal continuing to progress. From October half term 23 we will not be accepting requests by any other means. Comms have gone to schools and support has been provided. This is a result of the pilot. Parent portal is still being tested and no date for launch has been agreed. Individuals annual review documentation will be submitted through the portal.
1.1.4 Review the process for responding to statutory requests for advice from all services (health, CSC, schools, EPS) that includes improving EHCP administration processes.		Sep-22	Nov 23	70%	Full use of Capita 1 system still to be fully embedded but progressing. New interim SEND manager having positive impact. The SEND portal is due to Go Live in September 2023. Working with data teams, Capita 1 and Admin teams and health and social care to further develop streamlined processes. August 23 – Pilot is completed, reviewed and from Oct half term we will be actively using the portal. By the end of the year we hope to offer all advice via portal.
1.1.5 Establish and embed a new sustainable EHCP health administration tracking team.		Sep 22	Apr 23	100%	EHCP Health Administration Team in place and tracking has commenced. Some challenges remain around e.g. compliance targets but mitigation is being developed.
1.2.1 EHCP Quality Improvement Schedule established and Implemented and Quality Assurance Audit process in place.		Jan 23	Sept 23	80%	QA tool developed shared with multi agency operational group and excellent feedback received. QA assurance still being worked on with no completion date established. New Head of SEND will be involved with this due to her previous experience conducting QA assurance reviews and it is anticipated that we will move

					<p>quickly on this in quarter 4. We conduct internal peer moderation and this will form the basis of a new formal framework. DBV Case reviews has initiated the Quality of outcome discussion. Recognised that before rolling out the QA we need to upskill/train the assessment team and plan a rolling programme of CPD. Agreed with JH IPSEA training and DfE training on Annual reviews/Stat assessments planned now for June 2023. New org design has prioritised QA role which will be in place Sept 2023 (TBC democratic process)</p> <p>August 23 – IPSEA training has been completed by all staff and we have implemented a rolling programme of training for staff.</p>
<p>1.2.2 Identify and secure an EHCP CPD framework, addressing all aspects of the EHC assessment - delivered to all contributing personnel and partners. Secure agreement and delivery of a rolling training programme to assure consistency and quality and informs induction and CPD.</p>		May 22	ongoing	50%	<p>Being CPD, this is an ongoing piece of work which has already started 46% of therapy staff have completed Level 1 and 2 of CDC E – learning. This percentage figure has reduced as the number of staff recruited to ISCAN has increased! HV and SN received training from Educational Psychology on Graduated Response at last development day. CDC Training next. Further training opportunities/Grant bids to be explored with support of DfE. Wider training needs for whole SEND workforce identified as needed and looking to utilise DBV grant funding to create an Inclusion and CPD framework for all system partners.</p> <p>August 23 – We will be embedding corporate performance management for</p>

					<p>all staff. This is a monthly, measured supervision for staff. A training matrix will be developed which will act as self-assessment to identify individual training needs.</p> <p>We have Social Care Champions who have received training. SENCO sessions being scheduled.</p>
1.3.1 Establish systematic co-production opportunities with parent groups to measure satisfaction levels.		Sep-22	March 23	100%	<p>First session set up and schedule established. Working with OKE to address parent info needs – co-production opportunities limited as clear direction from Parent carer survey and OKE need to deliver basics and show improvement ahead of more talk. Themed talks and SENDIG feedback will drive parent comms with immediate effect. Local offer day was a great success. DBV work is driving parent comms development also. DBV sessions continue – 2nd session with parent/carers group planned 6th June. In addition, Interim Head of SEND meeting with parents. Parental engagement and communication co production session planned – DfE supporting on possible bid funding with CDC to create a communication charter.</p>
1.3.2 Establish Student Fora schedule enabling young people's voice to influence service delivery and create consultation opportunities with young people to measure satisfaction levels. [Five primary schools, five		Aug-23	Aug 23	10%	<p>This work has now started, but in early stages. There are excellent local practices within specialist schools which we will explore as a means to drive engagement for EHCP and SEN support pupils. New PM has excellent expertise and experience in use of the Lundy Principles and working closely with school leaders and Ed. Psych to develop the plan. Due</p>

<p>secondary schools, two Post-16 settings to establish a SEND student co-production forum].</p>					<p>to sickness no progress to report directly at this time however DBV Post 16 insights session was very helpful. Identified that we do need to develop a process that enables parents to let go and Child YP voice take the lead. DfE seeing is they can assist on this to help us develop a Communication charter with CDC lead.</p> <p>PM responsible for this work has ended her employment so work is yet to start on this. Within quarter 4 we will be establishing a plan with clear timelines and ownership to ensure task is prioritised and completed.</p>
<p>1.3.3 Annual SEND student conference established to create a celebration of achievements, success and best practice.</p>		<p>May-23</p>	<p>May 24</p>	<p>100%</p>	<p>Link with priority 10 around 10.1.3 that looks to source training opportunities for young people- so job fairs run by routes to work aim to cover the work in engaging young people. This may be revisited for May 24 once we have our PFA/Transitions on track and have a compelling offer that CYP have helped co-produce. PfA Transition Protocol is progressing</p>
<p>1.4.1 Establish a programme of audits across health to address shortfalls to ensure that EHCPs are holistic, timely and accurate and ensure that appropriate input is captured at all stages of the process.</p>		<p>Nov 22</p>	<p>Sept 23</p>	<p>90%</p>	<p>Full audit calendar has now been agreed with CAMHS, Therapies and Paediatrics. (See end of report) Single service audit monthly DCO/DMO quarterly Six monthly/Annual. Follow up session to share findings has been held. CAMHS – awaiting advices for audit. In ICFT tracking team track advices – From June we will have a monthly audit of CAMHS advice.</p>

					August 23 – This has been confirmed by Karen Kromoliki as on track.
1.5.1 Increase capacity of Designated Medical Officer role.		Feb 22	Feb 22	100%	Complete
1.5.2 Produce and publish guidance for health providers on the EHC needs assessment process.		Oct-22	Mar 23	100%	<p>Training stats</p> <p>April Stats</p> <p>75% therapies – it is part of induction module</p> <p>60% CAMHS – will be asking new staff to be done as part of their induction module</p> <p>50% Paediatric staff have completed levels 1 and 2 of CDC training</p> <p>Health Visitors will have a training day.</p> <p>CPD framework also in place to ensure 2 hours of SEND training (level 1 and 2 from CDC training) plus an additional module to be evidenced as part of ongoing CPD</p> <p>GP's have also been trained and have been provided the slides. We will also provide written guidance.</p>

If you have RED rated actions please provide SEND Improvement Group with details on

- **What the issue is preventing the action being completed on time?**
- **What mitigation/action/decision is needed get back on track?**
- **What the expected completion date is if the target date cannot be met?**
- **Confidence level/Risk rating of this getting back on track?**
- **Who you need support / decision/ escalation from?**

1.3.2

PM who was leading on this task has ended employment after a period of absence The original completion date has not been achieved.

We will communicate with DfE to identify if they can support us to us develop a Communication charter with CDC lead.

WSOA Action Reference _____

Issue causing delay?	
Action being taken?	
New completion date?	
Confidence level/Risk rating	
Support/decision needed/escalation needed?	

Update on actions in progress / completed (AMBER / GREEN) (Please update on any concerns these actions may fall in to RED and expected completion date):

Updates on completed: (Green status)

1.1.1 complete

1.1.1 100% complete with follow up actions in progress. (benchmark and analysis) – Further work in progress.

1.1.3 100% complete

1.3.2 10% Developing stronger links with P10 group. Slight stall due to absence of PM still on track.

1.5.1 100% complete

Updates on ongoing (Amber status)

1.1.2 – Further develop the SEND Health data set to include training uptake, timeliness, QA progress and ensure data systems and flow are robust from CCG, ICFT and Pennine Care.

Action plan

1. ICFT to implement new triage system in line with other areas in GM.
2. ICFT Tracking team now complete and meeting and reviewing processes for receiving and processing requests for advice.
3. CAMHS to adopt the advice process as therapies have from June onwards.

1.1.4 Review the process for responding to statutory requests for advice from all services (health, CSC, schools, EPS) that includes improving EHCP administration processes.

Capita 1system use and reporting continues to be scrutinised and developed – re: workflow processes and alerts. Progress is gathering momentum. Pilot completed end May with small cluster of schools and professionals before roll out October half term 2023.

1.2.1- EHCP Quality Improvement Schedule established and Implemented and Quality Assurance Audit process in place. QA framework is written and in place. Due diligence carried out with other LAs who have used the software however funding restraint means not progressed. .

DBV Case reviews have been a great success. High degree of engagement from Social Care, health, and support services such as Ed Psych, SOS, HI/VI,VS, adult Social care. We will use this as springboard to hold at least quarterly reviews until we have our QA Manager (TBC)

Restructure of SEN team creates specific QA role within the team. Invision 360 is still preferred mechanism to drive longer term QA recording and benchmarking. Training of the SEND team on legally compliant plans so we are upskilling the team AND ensuring we identify what “Good” looks like is first step to QA plans. Restructure to be implemented October 2023

1.2.2 - Identify and secure an EHCP CPD framework, addressing all aspects of the EHC assessment - delivered to all contributing personnel and partners. Secure agreement and delivery of a rolling training programme to assure consistency and quality and informs induction and CPD.

The CPD framework for EHCP will be established and run by the new QA manager. In addition, case review work has highlighted the absolute need for peer-to-peer support and guidance for Case workers and support staff.

Rolling training programme will be required for
EHCP team
AR team and
New starters.

Business process review has identified areas of focus for training. This also links to the QA work. Extensive training carried out with the SEND assessment team. This yet to be rolled out to other providers. WY establishing links with social care to commence work with SC initially.

Training with SC SEND Champions completed.

In addition wider WFD plans needed for SEND/EHCP process and for SENCO’s schools around our Inclusion partnership Award (P8) where it makes sense to link and streamline.

1.3.3. Annual SEND student conference established to create a celebration of achievements, success and best practice.

Feedback from SEND community is to focus resource on PFA rather than a conference. Therefore, propose to look to May 24 to launch conference if appropriate. We need to pull together all the many strands and age stratify our approach so we have a blend of:

- Student councils
- Student fora
- SEN need specific clusters.

We will utilise the volunteers from the Student survey feedback to open the conversation. We will also reach out to Stockport for insights on their CYP voice and learn from what has worked and what is sustainable and garners most engagement.

1.4.1- Establish a programme of audits across health to address shortfalls to ensure that EHCPs are holistic, timely and accurate and ensure that appropriate input is captured at all stages of the process.

CAMHS have a new operational manager and so we are revisiting this work with them. She is currently on leave until the middle of May.

See appendix for planned Audit programme

The audit tool which we use has already been shared with inspectors.

This is now embedded in therapy services and has started in Paediatrics.

1.5.2 - Produce and publish guidance for health providers on the EHC needs assessment process.

Ongoing Recruitment means that whilst we are training more people our % complete does not reflect that.

Ongoing recruitment and cycle of CPD training in place. Induction plans now include the training needed and will be part of annual CPD plan.

What Timescale risks are there?

Timescales are best estimate given the internal restructure.

Operational excellence with full use of Capita 1 is the foundation for SEND Portal which will transform comms and visibility for parents.

What Actions will you take to mitigate and what is your revised completion date?

Ongoing service redesign and alignment of resource to enable parents and carers to have single point of contact and consistent Case workers. This will now be implemented through transitional phases from 1st October 2023.

1. Baseline measures

Are baseline measures in place? Y

Outline any that are not yet in place and actions/timeline to get them in place.

We had issues running the reports for annual reviews and needed to run data cleanses to rectify. We are confident that the annual review for Autumn term have been run accurately. Allocations by neighbourhood/cluster schools have now been completed.

Any barriers to progress

Questions around cost of reorganization remain and will not be clarified until end of October at the earliest.

Increasing demand. Demand is now sustained and with the increasing pressures with new people going through their induction and staff learning new systems and key staged phased transfers. Staffing – staff working phased return.

Key outcomes to be delivered in next 4 weeks?

Recruitment as per restructure to be completed. Implementation deadline is 1st October 23.
 Continue to train and develop staff including the completion of the training matrix.
 Ensure that reports are running correctly, accurately and aligns with the neighbourhood model.
 Continue to improve the use of the portal and Capita 1 systems to evidence continual improvement which align with the new structure.
 Stage 2 evidence for DBV grant application submitted, await outcome or queries.

Key outcomes to be delivered in next 12 weeks?

SEND Portal plan progressing with pilot live and roll out go/no-go plan for Autumn term.
 Once DBV Grant approval this will need to be implemented.
 The Commissioning of Special School places for 24/25 to be completed by November.

External Support received in this reporting period		
WSOA area of work/Action	All areas-	
Support/Activity	Project management	Provider
Impact/Outcomes from the activity	Alignment with DBV and WSOA across all areas	

Please provide data-based **Evidence of impact for children and families** Vs your baseline. If no baseline is available so far, please provide qualitative evidence that reflects children’s and families experience.

Impact	Evidence
Business Process Review- Improved systems and processes Training and development on all systems Management and mentoring Communication protocol improved	Timeliness has stalled due to DBV/Easter and absence – agency resource recruited and perm recruitment now approved. Develop robust AR timeliness reporting – in work and showing the scale of challenge re: throughput Vs demand. Cessation of Older Plans where appropriate action plan required. Training for admin team to ensure financial data is in Capita 1 also to remove duplicate work. Data cleanse activity planned for Annual review cohort to ensure all involvements and status updates are accurate over half term.

Improved quality of EHCPs	<p>anecdotal from schools</p> <p>Parent/carer survey showed satisfaction from parents with the quality of assessments and the EHCP</p> <p>Case reviews showed pleasing results on the level of ideal plans identified BUT much work to do to ensure that reviews are meaningful moving forward. New structure will massively support this as we will have a dedicated QA role. In the meantime, we will continue with the DBV case review approach using parental complaints and feedback from schools to drive cases for review.</p>
Timeliness	<p>New process and structure in place continues to show early signs of positive impact.</p> <p>Interim additional SEND manager, allowing greater supervision of workflow and attention to timeliness</p> <p>More frequent reporting mechanism for timeliness, which allows up to date oversight of performance.</p> <p>Revision of panel structure, which has improved decision making and reduced dwell time.</p> <p>See timeliness report.</p>

HIGHLIGHT REPORT: DfE Monitoring Visit September 2023

WSOA Priority 2:
<i>The high level of dissatisfaction among parents and carers with the area's provision</i>
Senior Reporting Officer: Mhairi McDonald-Junor
Date: 16.08.23
Period ending: 31.08.23

Key	Previous RAG descriptor	Feb 2023 Descriptor
	Not On Track – Area of Risk	Not started and /or will not meet target date - Area of Risk and required escalation
	On Track and Progressing	On track but delayed vs Planned completion date
	Completed	On track on time for Planned completion date
	Impact Evidenced	Delivered and complete

WSOA Action Reference	RAG rating	WSOA Planned Completion date (latest date per ref)	Updated Expected completion date	% complete	Headline Comments
2.1.1 Issue and analyse the area parent / carer satisfaction survey of views of SEND network and systems.		July 22	complete	100%	Completed. PowerPoint of outcomes available to share. Results also shared with parents/carers at parent engagement session. Indications are that there are 4 main areas still with high dissatisfaction levels- timeliness, local offer, transitions and pfa. Shared with governors on 16 th .
2.1.2 Establish an area parent and family satisfaction survey schedule		Dec 23	Dec 22	100%	Schedule established for parent carer survey- following first survey. Parents are happy with the survey every 6 months Next survey will run April-May 2023

<p>2.1.3 Set up a Health system navigation post/service via.</p>		Dec 22	October 22	100%	<p>Since July 2022 when the Health Navigator Service began: 664 New families are now receiving support. 10,399 contacts have been made to the Health Navigator Service. Contacts are from professionals across the system as well as parents, and the impact on CAMHS in reducing duty calls was seen immediately. Navigation leaflet to support professionals and families has been circulated.</p>
<p>2.1.4 Establish systematic co-production opportunities with parent groups to measure satisfaction levels.</p>		Sep 22	Sept 23	100%	<p>Themed monthly co-production plan agreed- requires movement to make it happen now. Working with OKE on this. RISE programme support will accelerate improved co-production.</p>
<p>2.2.1 Establish monthly meeting between the parent and carer forum (OKE), SEND and Health representatives. Ensure open communication channels and opportunity for information to be communicated to parents and parents views heard</p>		May 23	May 23	100%	<p>SEND now attending parent carer forum monthly. Health also invited. Specific health teams have attended to update parent carer forum on progress made. DBV engagement sessions held and follow up session planned evening of 6th June SEN Interim manager meeting with parents and Local offer event was attended by caseworkers and management. SEN surgery to be considered once new org is embedded.(Earlier if possible but subject to management capacity due to long term absence) A quarterly report has been developed to identify the reasons for referral and outputs of the Navigator</p>

					Service and is embedded in the SEND Data Dashboard.
2.2.2 Parent and carer forum (OKE) Chair to join SENDIG membership and participate monthly.		Mar 22	Mar 22	100%	OKE chair is a member of the SEND Inclusion and Partnership Board
2.2.3 Health to provide clear information for families on what to expect from services, including information about waiting times and service offer. A range of bite-size information products such as factsheets will be developed to give families an overview of conditions and common themes. Generic email addresses to be established across all areas so that parents and carers can easily contact services.		Sept 22	Sept 23	75%	email addresses available and micro sites with resources, info. Close links with Local Offer website development team to ensure contact is easy and service offer/signposting is improved. Local offer launch target to be complimented with Schools and family hubs promotion.
2.3.1 Person-centred planning CPD rolled out across all EHC contributors and SEND Service		Jan 23	Dec 23 and ongoing	75%	On track and progressing well. Working group including parents to develop the training and some pilots currently. This CPD training for multi-agency approach to be done 2 nd half 2023 and will feature in DBV training/Work force development plans.
2.3.2 Parent consultation sessions (ref 2.1.4) gather parental views on optimum models of person centred planning		Sep 22	Dec 23	50%	We have seen positive open and honest discussion with parents and carers via the DBV parent carer sessions – we will continue these on a monthly basis short term to ensure that as we develop the "One page profile" s aligned to person centred planning models. We also recognise that there is work to do to

					transition the share of voice from parents to the CYP. RISE programme support will focus on person centred planning for PfA.
2.4.1 Establish a SEND Sufficiency strategy group, to create a strategic plan and monitor capacity and provision.		Sep 22	Sep 23	100%	Sufficiency group membership established. Sufficiency planning is very reactive – Experienced lead PM assigned to sufficiency group to help drive forward See P 4 report for details .
2.4.2 Deliver Strategic SEND Sufficiency Plan		Dec 23	Dec 23	40%	Initial meetings have made clear strategic view needed to manage immediate growth but also longer-term inclusion and place management. Also needs to consider PFA and up to age 25 more effectively. New PM will lead this work. See P 4 for details

If you have RED rated actions please provide SEND Improvement Group with details on

- **What the issue is preventing the action being completed on time?**
- **What mitigation/action/decision is needed get back on track?**
- **What the expected completion date is if the target date cannot be met?**
- **Confidence level/Risk rating of this getting back on track?**
- **Who you need support / decision/ escalation from?**

No actions red at the moment

WSOA Action Reference _____

Issue causing delay?	
Action being taken?	
New completion date?	
Confidence level/Risk rating	
Support/decision needed/escalation needed?	

Update on actions in progress / completed (AMBER / GREEN) (Please update on any concerns these actions may fall in to RED and expected completion date):

Updates on completed: (Green status)

- 2.1.1- 100% complete
- 2.1.2- 100% complete
- 2.1.3- 100% complete- impact evident
- 2.1.4- 100% complete
- 2.2.2- 100% complete
- 2.4.1- 90% complete- annual schedule to be established

Updates on ongoing (Amber status)

2.2.1

Establish monthly meeting between the parent and carer forum (OKE), SEND and Health representatives. Ensure open communication channels and opportunity for information to be communicated to parents and parents' views heard

On track. SEND now attending parent carer forum monthly. Health also invited. Need to determine if a separate meeting is required?

2.2.3

Health to provide clear information for families on what to expect from services, including information about waiting times and service offer. A range of bite-size information products such as factsheets will be developed to give families an overview of conditions and common themes. Generic email addresses to be established across all areas so that parents and carers can easily contact services.

2.3.1

Person-centred planning CPD rolled out across all EHC contributors and SEND Service

This CPD training for multi-agency approach to be done 2nd half 2023 and will feature in DBV training/Work force development plans. As part of DVB funding we need to develop the use of 1 page profile. Adult Social care have a robust 1 page profile so work needed to align and introduce as it is critical to transitions, 6 into 7, and stemming the demand for EHCP for transition points and to ensure we proactively manage the transition from voice of parent to voice of child/YP.

2.4.2

Deliver Strategic SEND Sufficiency Plan

New experienced PM assigned who will lead on this – they developed the East Cheshire sufficiency strategy post the separation with CWAC. Review of Edge-ucate numbers required April 2023. Plans for placement growth in place. 65% increase in school places since 2018. See P4 report for details.

What Timescale risks are there?

Timescales for Send sufficiency strategy are tight for Sept 23 – will update at next review post DBV grant bid submit and has had time to assess with access team and specialist HT cohort.

What Actions will you take to mitigate and what is your revised completion date?

PM support drafted in to assist with this crucial area of work .

2. Baseline measures

Are baseline measures in place? Y

Complaints baseline complete- now possible to measure qualitative and quantitative data

Parent survey window now complete.

Data collated and analysed and developed into baseline metric.

Student survey results now in.

Send scorecards for schools established. Need to add in year movement.

SENDco survey complete and fed back.

Complaints protocol in place- being reviewed further to ensure we are properly addressing the root cause of the complaints.

Fixed term exclusion rates monitored.

Report on baseline measures

As above

Outline any that are not yet in place and actions/timeline to get them in place

Baseline measures for sufficiency and monitoring of actively seeking need enhancement – PM will lead.

Any barriers to progress

Key outcomes to be delivered in next 4 weeks?

DBV work which touches on much of this priority and will be woven into the bid.

Key outcomes to be delivered in next 12 weeks?

SEND Sufficiency strategy group meet

Inclusion Partnership Board Launch

DBV Bid development of implementation plan

Continue to work with parent carers.

Develop 1 page profile and align from Early Years, through to 6 into 7 transition through to PFA.

External Support received in this reporting period		
WSoA area of work/Action		
Support/Activity		Provider
Impact/Outcomes from the activity		

Please provide data based **Evidence of impact for children and families** Vs your baseline. If no baseline is available so far, please provide qualitative evidence that reflects childrens and families experience.

Impact	Evidence
Navigator post-increased support to families	Anecdotal Number of referrals into service
Improved quality of EHCPs	Only anecdotal from schools Parent/carer survey showed satisfaction from parents with the quality of assessments and the ehcps (metric?) net positive- see tracker
Greater engagement with children and families	Local Offer was very successful with excellent feedback. Parent carer forum meeting re: DBV was well received and further meetings planned (6 th June) in which key asks from the parents we will be able to positively respond to – eg: Training for SEND team, being visible, sharing DBV BID areas for their insights – bid areas align to concerns raised.

HIGHLIGHT REPORT: DfE Monitoring Visit September 2023

WSoA Priority 3:

The local offer not being well publicised and not providing parents with the information that they need

Senior Reporting Officer: Faye Edwards
Date: 25.08.23
Period ending: August

Key	May 2023 Descriptor
	Not started and /or will not meet target date - Area of Risk and required escalation
	On track but delayed vs Planned completion date
	On track on time for Planned completion date
	Delivered and complete

WSOA Action Reference	RAG rating	WSOA Planned Completion date (latest date per ref)	Updated Expected completion date	% complete	Headline Comments
3.1.1 Establish a multi-agency, co-production ownership board for the local offer responsible for: <ul style="list-style-type: none"> • The implementation plan for priority 3 • Ensuring it is up to date • It is useful to families, providers and schools • Commissioning the annual review of the local offer • Identifying gaps in services and identifying commissioning 		Jun-22	Complete	100%	Board established and meeting regularly. With new Priority Lead the Steering group membership will adjust to include partners from Tameside Active/ VCFS/ Education/Marketing and Comms/Public Health/PFA- Alison or Jo and link to Family Hubs work and FIS/SID.

solutions to meet them.					
3.1.2 Develop a marketing and communication plan for local offer based around the local community	Marketing Strategy updated and agreed Phase 2	Dec 23	Complete	90%	Ongoing amendments are being made to the Local Offer website. This is now within task of finish groups of each tile to ensure the correct information can be transferred,
3.1.2.V2	Phase 2 focus will deliver by April 2023	Dec 23	Dec 23	70%	Marketing team is ready to support with the launch of the new website and is working closely with cornerstone also to ensure this links to our SENDing newsletter etc. Additionally, TMBC are reviewing all websites and are looking at streamlining web content. This needs to be completed before we transfer over to the LO site.
3.1.3 Deliver an ongoing marketing plan which promotes the current offer, and the relaunch of the offer following improvement work		Dec 23	Dec 23	70%	Once we have a confirmed go live date of the website, we will link in with comms to produce flyers and posters for launch of the new website. First stage of consultation and framework design has been completed.

					<p>Awaiting approval from steering group to proceed to next stage of build.</p> <p>Cornerstone have been invited to the meeting – 6th June to go through the web design, this was well received by the group.</p> <p>The wireframe is not what was original requested and more work is being completed on this.</p>
3.1.4	As above this will link to the marketing and comms strategy	Dec 23	Dec 2023	90%	Family friendly materials needs adapting with new design work to align with new website launch Dec 2023.
3.1.4 V2		Apr- 23	April 2023 Evidence to close after Launch	90%	<p>We have now secured Cornerstones an external company to work with us to design the LO webpage This will sit external to the Council and replicate the successful Fuel for Fun and Grow websites There will be links to the newly designed Childrens Services website so will bring a much more coordinated and easier to access platform for children, young people and their families.</p> <p>Task and finish group established for all the tiles to ensure the correct information is available to families and the landing pages are correct for each description</p>


<p>3.1.5</p> <p>Further develop and embed the 'Meet the Local Offer' virtual and in-persons events</p>		<p>Sep-22</p>	<p>May 2023</p> <p>Completed – awaiting evidence</p>	<p>100 %</p>	<p>Local Offer day took place and was a successful event.</p> <p>Mini local offer days to take place in the Family Hub locations with an annual plan across the locality with thematically sessions from July to October.</p> <p>These will be face to face and will give young people and parents the opportunity to speak to partners and organisations that make up the Tameside Local Offer. The first event took place on 7th July. There are some events that will take place in the evening to allow any working parents to be able to attend after work hours.</p> <p>This will be linked to the Family Hubs and local services with the community.</p> <p>We have planned mini events and this is ongoing.</p>
<p>3.2.1</p> <p>Review the current content of the local offer with all partners and parent carer forum (OKE) to ensure it is fit for purpose, well publicised and assessable to parents, young people and professionals so that they understand what is on offer to meet their needs.</p>		<p>Dec 23</p>	<p>Dec 23</p>	<p>90%</p>	<p>Interim Website changes made to legacy website made now to improve search and structure. For the new website funding, deadline was too ambitious and did not reflect need for cabinet papers for OKE funding. (Affecting 3.2.2)</p> <p>Work is now ongoing with Cornerstones to design new website which will be linked to the new Children</p>

				<p>Services page and branding There is improved awareness and links with the Communication team for promotion and working with families and young people</p> <p>The first mapping exercise has been completed by Cornerstone and has now been shared with the Steering Group for comment and approval.</p> <p>The lift and shift work will be completed by a TMBC employee once the website build has been completed.</p> <p>We need to explore recruiting a web content manager to support with updating and chasing any updates to web pages. This role will also support with answering any emails/feedback that comes in through the Local Offer email account. However, we are unsure where this role will come from or will sit to ensure the Local Offer page does not become out of date.</p> <p>Any decision to add new content from a new provider/partner will need to be approved through the steering group.</p> <p>Need to explore a LO business service to continue to add / update as needed</p>
--	--	--	--	--

<p>3.2.2</p> <p>Develop proposals and business cases to move local offer website to its own domain to allow for better search, tracking and reporting of use and gaps.</p>		Sep-22	Complete	100 %	<p>Cabinet paper secured funding for commissioned bespoke local offer website. Steering group have discussed and agreed we will use GROW and Fuel 4 Fun website as base for branding and structure and comms planning as it has been hugely successful and parents use it, refer to it and social media around it keeps it fresh, up to date and invaluable to parents. 3.2.3 will be key action point to track.</p>
<p>3.2.3</p> <p>Develop test and launch new local offer website including co-production of functionally with children and families (this will include user access testing)</p>		Apr-23	<p>Aug 23</p> <p>Await completion of design</p> <p>Nov/Dec</p>	90%	<p>Steering group has new lead from Early Help . Agreed to aim to have a “1 stop shop” for families to access help – and the local offer will sit within the help advice given. Task and Finish group will be responsible for</p> <ol style="list-style-type: none"> 1. Website development and mapping using GROW/Fuel 4 fun as the model 2. Comms plan reviewed and in place to align to relaunch . 3. Maintenance plan needed to ensure good blend of tech and coordinator to manage the website ongoing – looking at options to present to next meeting for agreement 4. Add search type options so parents entering the site can select/add criteria to tailor

				<p>their personal needs to make accessing the info they need available within 3 clicks.</p> <p>Procurement process completed– Cornerstones now appointed to work with us to design new website.</p> <p>Due to the 12-14 week process of website feedback, design, testing and implementation, the launch of the full scale website will not be live until Dec 23 – cornerstone to send a timeline of what is needed and completion of the website.</p> <p>Survey results came back that the commissioned service sent out. The results were useful in forming the backbone structure for the new website, and this was very useful when it came to look at the pathway through the front page. This will be shared with the steering group for consultation and any parents/young people for them to have an input into how the site navigates.</p> <p>Following the launch, we are looking to run a survey to obtain feedback about the site.</p> <p>This will be conducted 6 months after launch to allow for young people, parent/carers,</p>
--	--	--	--	--

				<p>professionals etc the chance to use the site and comment on any improvements. We will then review this and go back to the commissioned service with the feedback and look at the option of commissioning additional work to improve the site further.</p> <p>Also, as part of the website design, users will be able to access quick and easy to use feedback forms that can be completed. These feedback forms can be about improvements to the site, other organisations that wish to be considered for advertisement on the Local Offer pages, raise a complaint or generally ask for advice and information if they cannot find it themselves on the local offer pages.</p> <p>This feedback will be sent to the central local offer mailbox that will be monitored regularly. An auto reply function will inform the person submitting the feedback that their form has been received and that someone will be in contact in X number of days with a response.</p> <p>Need to explore where support will come from in updating the website and responding to queries, this needs to a business services role.</p>
--	--	--	--	---

3.3.1		Dec 23	Dec 23	50%	Task and finish group to identify services and activities missing but also the validation of services and if they want their service to be promoted.
Identify Provision, which is currently missing from the local offer.					
3.3.2		Dec 23	Dec 23	30%	<p>Dependency 3.3.1 The parent carer survey has highlighted some specific areas of need which will be mapped to overall availability of activities to inform the potential commissioning of VSFC and OKE. Date – 16th June to identify services, gaps and what is needed.</p> <p>This will include health services and also the community offer – how to support VCSE sector to provide an inclusive service through support by the participation workers within Active.</p> <p>We are also going to complete podcasts to be linked to the website around Young Peoples and parents experience in relation to the local offer activities available.</p> <p>Please see SENCO feedback document below:</p>  <p>Feedback from SENCOs on Local Of</p>
3.4.1		Sep-23	Sept 23	90%	Jo Robinson lead from Adults for PFA Priority 9 for the steering group . We link to PFA workstream to align actions especially
Promote understanding and sight into and opportunities regarding					

prep for Adulthood on Local Offer					about clarity of PFA process and internships and employment opportunities. Internship development to be a key area to develop. Active are also looking to complete a Local Offer webpage for Adults
3.5.1 Ownership Board for the Local Offer steers delivery and commissions an annual review of the local offer. Reviews progress and impact of the Priority 3 action plan.		Oct-22	Dec 22 and then annually	100 %	Annual report completed

If you have RED rated actions please provide SEND Improvement Group with details on

- **What the issue is preventing the action being completed on time?**
- **What mitigation/action/decision is needed get back on track?**
- **What the expected completion date is if the target date cannot be met?**
- **Confidence level/Risk rating of this getting back on track?**
- **Who you need support / decision/ escalation from?**

WSOA Action Reference No Red Actions.

Issue causing delay?	
Action being taken?	
New completion date?	
Confidence level/Risk rating	
Support/decision needed/escalation needed?	

Update on actions in progress / completed (AMBER / GREEN) (Please update on any concerns these actions may fall in to RED and expected completion date):

Updates on completed: (Green status)

No updates since last month

Updates on ongoing (Amber status)

Local offer has undergone light refresh in branding and searchability. It is clear from Parent carer survey there are some really quick wins to be had by plugging into successful social media presence by GROW/Early help Access point/FIS teams to signpost parents and carers to activities and resources.

Young person's consultation planned end of January to look at updated current website and comments for improvement

Progress on new website has started with the newly commissioned team. First mapping exercise has been completed and sent to the steering group for comment. Have invited Cornerstone to the next steering group meeting taking place on 2nd June 2023. Awaiting a response if the team can join the Teams call to talk to the steering group and outline next steps in website design and build.

Meeting set up with manager to discuss more around the various websites including FIS and SID. Looking at the pages associated with FIS and SID (however, these need to be updated) and whether these could sit on the pages as part of the Local Offer and for signposting to be done to the Local Offer pages.

What Timescale risks are there?

April 2023 for new website launch has now passed. The delay has been attributed due to staff sickness and a change in steering group lead (for local offer) New launch date will be December 23 before the stand of the new academic year. New website will adopt the GROW look and feel and functionality/search we know the take up and use by parents is excellent. Due to the delay in the launch of the new website, this missed the 'meet the local offer' event that took place in April. However, Leaflets, comms to schools, professionals and social care and health being drafted. We will also ensure a twilight online session for working parents/parents with children with complex needs.

Potential risk flagged in timeliness and availability of IT resource so that we can link and map FIS and SID aligned with this project so it is smooth and does not duplicate effort – aim would be to point from corporate site to Local offer site and GROW so we are not having to duplicate maintenance.

What Actions will you take to mitigate and what is your revised completion date?

Handover of WSOA to new lead Faye Edwards. Aligned to wider Early Transformation programme and replacement/ alignment of FIS SID, bringing additional project resource and will yield shared database of provision which will be managed more efficiently on an ongoing basis.

Looking at options to maintain the website both internally and externally

We need to explore long term support to update the website.

3. Baseline measures

Are baseline measures in place? Y/N

Reporting on site visitors in place.

Question in parental survey which is concluding in November – results available show only 30% of parents were aware of the local offer and those only accessed one a month on average.

Stakeholder survey due Dec 23

Report on baseline measures

We will use the parent survey result as baseline measure for improvement. (see baseline document for local offer)

[Local offer parent carer feedback](#)

Outline any that are not yet in place and actions/timeline to get them in place

None

Any barriers to progress

Potential risk flagged in timeliness and availability of IT resource so that we can link and map FIS and SID aligned with this project so it is smooth and does not duplicate effort. New meeting set up to look into websites planned with a view to removing FIS and SID and integrate into the local offer pages. That way this eliminates any duplication of pages over 3 separate websites.

Comms strategy work required to ensure we promote the new Local offer website launch.

Spending for new website has been secured. New provider selected and has begun work on the new website design and layout.

Key outcomes to be delivered in next 4 weeks?

Mapping of new Local Offer website agreed by the steering group and next stage of the design is completed.

Adding simple buttons to replace text links work happening.

– we need to tell parents and drive traffic via comms plan. Comms team need to revert on the comms plan.

Task and finish group set up to use GROW/Fuel 4 Fun website as basis for Local offer re: branding and structure. Fuel 4 Fun provider quoting for the Local offer website.

Confirm additional attendees for steering group completed – new members welcomed from Tameside Active and Adults.

Confirm Nominated person to lead on Marketing/comms.- Jordanna

PM and FIS to meet to align and include overall review to ensure “One stop shop” for family help. Ongoing work with commissioned website design and build team in place to support with hosting and maintenance/development of the website as new features/functionalities are explored for achieving a gold standard website that is easy to navigate and receives good feedback from its end-users.

Need to review whether there has been an increase in footfall to the current Local Offer website to see if the improvements that have been made has increased the footfall and navigation of the current site in line with improving functionality in the interim before the launch of the newly designed and build Local Offer Website.

Key outcomes to be delivered in next 12 weeks?

Workshop to review current content and identify any gaps.

Continual work with new website design provider with possible face-to-face meeting with this team to progress to next stage of website design and build.

Website Graph/structure planned and aligned to GROW/Fuel 4 FUN website

Communication plan – to support with comms on current local offer page and what the Tameside Local Offer is. Once new website is nearing completion, support with a comms plan to advertise the brand and advertise on social media, leaflets, posters, etc.

Plug into SENCO network, YP council and Meet the local offer sessions. These could be done quarterly in the Family Hubs and or schools during the school holidays using the school halls to host these events. This would be a good option to do as part of the launch of the new website just before the start of the new school year and a good comms push to support with this would be required.

External Support received in this reporting period		
WSoA area of work/Action		
Support/Activity		Provider
Impact/Outcomes from the activity		

Please provide data based **Evidence of impact for children and families** Vs your baseline. If no baseline is available so far, please provide qualitative evidence that reflects childrens and families experience.

Impact	Evidence
	Parental Survey results make it very clear what parents want and some very quick wins we can and have enabled within the website. Further work now needed to ensure every letter, email, social media post can signpost help to the Local offer.

HIGHLIGHT REPORT: DfE Monitoring Visit September 2023

WSOA Priority 4:

The placement of some children and young people in unsuitable education provision

Agreed Impact Measures:

1. Reduction in independent specialist placements of 20% by September 2024. At the time of the WSOA we had 71 students in independent specialist placements, this will reduce to 55 at the most by September 2024.
2. There is a reduction in fixed term exclusions of children and young people with EHCPs, as a result of the positive impact of the SEND Sufficiency Plan. As a result, Tameside is in line with, or better than, the national average. The most up to date published data for a full academic year indicates 8.5% of pupils with an EHCP received one or more fixed term exclusions in Tameside which is more than pupils with an EHCP nationally.
3. 50% reduction in in-year transition between settings (baseline to be established).
4. Reduction in complaints relating to school placement by September 2024 - baseline to be established by complaint audit by December 2022.

Senior Reporting Officer: Dave Leadbetter

Date: 16 August 2023

Period ending: 31.08.23

Key	Previous RAG descriptor	Feb 2023 Descriptor
	Not On Track – Area of Risk	Not started and /or will not meet target date - Area of Risk and required escalation
	On Track and Progressing	On track but delayed vs Planned completion date
	Completed	On track on time for Planned completion date
	Impact Evidenced	Delivered and complete

WSOA Action Reference	RAG rating	WSOA Planned Completion date (latest date per ref)	Updated Expected completion date	% complete	Headline Comments
4.1.1 Duplicated with 2.4.1 and 2.4.2 Establish SEND sufficiency strategy group to		Sept 24	Sept 24	60%	The existing Sufficiency Group has been stood down and a new Sufficiency Group will be established in September

<p>create strategic plan and monitor capacity and provision.</p>					<p>2023 with a broader membership and one that covers whole system SEND Sufficiency and not purely focussed on capital schemes. A new tracking spreadsheet has been compiled to monitor the progress of SEND Sufficiency actions and ensure communication to all stakeholders. The following increase in specialist places are in the pipeline: Sept 23 +36 Jan 24 +10 Sept 24 +5 Jan 25 +80 Discussions are ongoing with three schools (including two secondary schools....which is a real positive) re-establishing further Resource Provision from Sept 24. Tameside have just had stage 1 approval for their DBV Plan (£1m investment) ; one development is the creation of an Early Years Assessment Centre and a range of workstreams focussed on inclusive practice and effective transitions.</p>
<p>4.1.2 Increase SEND specialist provision places across the borough, including the expansion of existing settings, the development of satellite bases within mainstream settings and the addition of further resource</p>		<p>Sep 23</p>	<p>Dec 23</p>	<p>50 %</p>	<p>See also 4.1.1 above re position on SEND Sufficiency which will contribute to this action. A new SEND Sufficiency Strategy and SEN Provision Plan will be developed in autumn 2023 to ensure coherent and appropriate plans are in place to ensure the right level of local / good quality</p>

bases across Tameside.					specialist places are available.
4.4.1 Same as 7.3.1		N/A	N/A	N/A	See 7.3.1
4.4.2 (same as 8.1.1, 8.1.2, 8.2.1)		N/A	N/A	N/A	See 8.1.1, 8.1.2, 8.2.1
4.5.1 (same as 9.1.1) <i>Implement Annual Review Recovery Plan.</i> <i>(ref action 1.1, 9.1)</i>		N/A	N/A	N/A	See Priority 9 for update-eliminates duplicate commentary

If you have RED rated actions please provide SEND Improvement Group with details on

- **What the issue is preventing the action being completed on time?**
- **What mitigation/action/decision is needed get back on track?**
- **What the expected completion date is if the target date cannot be met?**
- **Confidence level/Risk rating of this getting back on track?**
- **Who you need support / decision/ escalation from?**

No actions red at the moment

WSOA Action Reference _____

Issue causing delay?	
Action being taken?	
New completion date?	
Confidence level/Risk rating	
Support/decision needed/escalation needed?	

Update on actions in progress / completed (AMBER / GREEN) (Please update on any concerns these actions may fall in to RED and expected completion date):

Updates on completed: (Green status)

4.1.1 - Successful implementation of the SEND Sufficiency Plan

The reduction in independent non-maintained special school places will be influenced by the demand and complexity of need we see across our pupil population (which is on the rise) compared to the rate at which we can build inclusivity across mainstream schools / Resource Provision capacity / Special School capacity. DBV work is also highlighting potential solutions to better manage OOB placements. New SEN reorganisation will create specific role focussed on OOB/CLA/EOTAS/CP/CIN cohort.

Updates on ongoing (Amber status)

4.1.2, 4.2 and 4.3

Increase SEND specialist provision places across the borough, including the expansion of existing settings, the development of Resource Provision within mainstream settings across Tameside. A new SEND Sufficiency Strategy and SEN Provision Plan will be developed in autumn 2023 to ensure coherent and appropriate plans are in place to ensure the right level of local / good quality specialist places are available.

What Timescale risks are there?

Timescales for Send sufficiency are long term and subject to numerous internal and external factors. SEND sufficiency will be permanent part of our long term strategic planning.

What Actions will you take to mitigate and what is your revised completion date?

PM support drafted in to assist with this crucial area of work.

4. Baseline measures

Are baseline measures in place? Y

Report on baseline measures

Parent survey window now complete. Telling us that 64% of parents are happy with their child's setting

Send scorecards for schools established.

Send sufficiency tracker rebuilt as part of SEND sufficiency group work.

Fixed term exclusion rates monitored

Outline any that are not yet in place and actions/timeline to get them in place

In year movement baseline needs to be established for SEND scorecard

Any barriers to progress

Potentially.....capacity, appropriate available sites and capital funding

Key outcomes to be delivered in next 4 weeks?

N/A

Key outcomes to be delivered in next 12 weeks?

Opening of two new Resource Provisions and production of a SEND Sufficiency Strategy

External Support received in this reporting period

WSoA area of work/Action

All areas- PM support from DL

Support/Activity

Project management

Provider

Impact/Outcomes from the activity

Accelerated activity across all areas

Please provide data based **Evidence of impact for children and families** Vs your baseline. If no baseline is available so far, please provide qualitative evidence that reflects children's and families' experience.

Impact	Evidence
Send pc survey tells us most parents are happy with school placement	64% positive response to this question (Oct 2023) DBV case reviews shows we have opportunities to improve placement outcomes – potentially moving from INMSS to MSS and MSS to RP and MSS to mainstream. Work will continue via implementation of the DBV Plan.

HIGHLIGHT REPORT: DfE Monitoring Visit September 2023

WSOA Priority 5:
The unreasonable waiting times, which lead to increased needs for children and young people and their families
Outcomes
5.1 Children and young people are seen and assessed in a timely way so that they can receive appropriate intervention and therapy. (Lead - Karen Cromolicki)
5.2 Effective, transparent and accessible support offer for children, young people and families whilst waiting for assessment and therapy.
Senior Reporting Officer: Stephanie Sloan
Date: September 2023
Period ending: August 2023


Key	
	Not started and /or will not meet target date - Area of Risk and required escalation
	On track but delayed vs Planned completion date
	On track on time for Planned completion date
	Delivered and complete

WSOA Action Reference	RAG rating	WSOA Planned Completion date (latest date per ref)	Updated Expected completion date	% complete	Headline Comments
5.1.1 Review and align the Therapy services with the Thrive/Graduated Response to ensure they are effective.		Jan 23	Jan 23	100%	A review of therapy pathways has taken place, to streamline offers, and understand clinical priority. Pathway alignment complete, clinicians following aligned pathways.
5.1.2 Recruit to provide additional capacity to enable delivery of identified needs in line with		Feb 23	Sept 23	100%	32.2 WTE Recruited.

the capacity and demand review.					
5.1.3 Agree standard operating procedures for the provision of therapy services across Tameside.		Jul-23	Jul 23	100%	SOP's for each therapy service aligned to patient pathways and integrated graduated response.
5.1.4 Implement the mobilisation project plan following additional investment in CAMHS and the neuro-developmental pathway.		Jan 23	Dec 23	75%	<p>Recruitment is progressing with the service looking at alternative strategies to allow the service to bring in staff at different levels to assist with the waiting lists and supporting the service. This is allowing the service to develop internally. The organisation is working with the team to identify support whilst recruitment takes place. Recruitment has recently been successful. In the past month the ADHD Pathway Lead, Youth Justice Practitioner and LD Nurse have all commenced in post. The increased waiting times have now been escalated via ICB governance routes (quality, safeguarding and provider groups) and within PCFT.</p> <p>We have also agreed a new post of a senior community pharmacist who has been recruited awaiting start date. This post will be able to lead development on the ADHD pathway and also give additional resource into diagnosis of adhd and medication initiation and monitoring.</p> <p>Other projects to support the pathway are currently being explored – e.g. Portsmouth model. As a care hub we have initiated a task and finish group to review options of developing the ND pathways overall to improve the experience and waiting times for families. We have now developed a proposed draft plan regarding a</p>

					<p>clinical ASC assessment pathway working across the whole of Pennine Care and is currently going through the Trust's Governance processes.</p> <p>There is a meeting with LA, PCFT and Pennine Care on 25th September to establish a plan to get this task back on track. It is recognised that we have had barriers to completion and we intend to agree a strategy to complete this before the end of September.</p>
5.1.5 Waiting List Initiative to reduce number of people waiting for ASD assessment with additional weekend slots over the next 12 months.		Mar-23	Jul-23	75%	<p>This is being managed internally through waiting list initiatives.</p> <p>Weekend clinics remain ongoing however relies heavily on staff goodwill.</p> <p>From June 23 we moved to the new model for initial assessments for both core and ND with a view to enhancing the number of assessments offered to ND pathway.</p>
5.1.6 Increased awareness and understanding of neurodiversity for professionals through training programme		Mar-23	Mar 23	100%	<p>Over 612 professionals working with children have attended online training 'An Introduction to Neurodiversity' since May 2022. Their biannual report shows positive feedback and increased knowledge outcomes, as well as consultation with young people on families on next steps and reach of groups for the training.</p> <p>This includes professionals such as: Teachers, SENCOs, Youth Justice Workers, Social Workers, VCSE, Faith organisations, CGL, Parenting Team, Family Support Workers.</p>



					<p>On average around 150-200 people per quarter. E.g March - June 2023 = 152 attendees at 4 training events.</p> <p>From our feedback forms we know that:</p> <p>87% rated training 5/5 for satisfaction</p> <p>96% felt more knowledgeable about neurodiversity</p> <p>94% felt more knowledgeable about neuro-inclusive practice</p> <p>95% felt more able to adapt their work to suit/support neurodivergent individuals/communities</p> <p>Starling are working with lived experience experts to explore the emerging needs of neurodivergent young people and families. They have identified a number of avenues to explore relating to transport workers, front-facing customer roles (e.g. supermarkets, GP surgeries etc.). Starling have targeted the training towards these professionals, with some uptake. However, the feedback has been that 2.5-3hrs is too long to take out of their working day - they are now looking at creating a 1hr webinar style training that will be more accessible for these professionals. This will be launched in September.</p>
--	--	--	--	--	--

<p>5.1.7 Establish and embed feedback mechanisms to provide dynamic data on impact of additional investment and continuously review waiting times and referral numbers to ensure in line with projected targets.</p>		<p>Jul-22</p>	<p>Ongoing process</p>		<p>Process is in place. Data monitored via Health SEND Group using a data dashboard.</p> <p>Feedback mechanisms in PCFT have been established that provide real time data on impact of additional investment waiting times and referral numbers are continuously reviewed in clinic to ensure that they are in line with projected targets.</p> <p>An action plan has been developed listening to feedback from families after the recent SEND Health Survey.</p> <p>Presence of commissioning leads within family groups to gather feedback quarterly is in place with the team visiting selected groups in September.</p> <div style="text-align: center;">  <p>SEND Family Feedback Action Plan</p> </div> <p>Action plan:</p>
<p>5.2.1 Increased parent carer offer for families on the pathway to access information and support sessions and tailored activities.(in conjunction with action for Navigator Post action 2.1.3)</p>		<p>Mar-23</p>	<p>Mar 23</p>	<p>100%</p>	<p>A number of tailored activities are now available and being accessed by families.</p> <p>The Family Support Offer is helping families in a graduated response from advice to targeted support. The team consists of Activity Participation Workers and Family Intervention Workers, and supports families with emerging neurodiversity, connecting them into community activities and helping them to thrive. Workers have been recruited, and there has been a weekly increase seen in families supported. 58 families have been supported by Active Tameside with signposting and activities, 130 young people in</p>

				<p>total. The SEND Youth Council occurs bi-monthly.</p> <p>Planning has taken place with Active Participation Workers and CAMHS, agreed for the teams to commence working closely together to support families on current pathways and waiting lists (as well as those recently discharged from CAMHS service). It is hoped this will commence from September 2023. The intention is for Active Participation workers to be present within CAMHS team offering drop in or similar advice service for families and staff informing of wider community offers for young people on pathways and also once discharged from the team.</p> <p>Additional Parent Carer forum meeting with MHST team. Additional parent workshop on Power of Attorney and another on Masking. The workshops have been extremely popular. 17 parent/carer workshops have been provided since January 2023 for 510 parents/carers.</p> <p>The workshops are jointly funded between the VCSE provider, OKE and Health.</p> <p>Parent Carer Forum reports massive improvement in the support to families approx. 335 families have been supported with over 5000 contacts for information.</p>
--	--	--	--	--

				<p>Additional parent workshops on Understanding Autism, Understanding ADHD, Sensory Processing, Selective Mutism and Deputyship/POA have been successful and 'Challenging Behaviour' workshops are booking up quickly. These workshops are shared through OKE newsletters and with partners.</p> <p>The workshops are jointly funded between the VCSE provider, OKE and Health.</p> <p>The Family Support Offer is being developed to help families in a graduated response from advice to targeted support. The team consists of Activity Participation Workers and Family Intervention Workers, and supports families with emerging neurodiversity, connecting them into community activities and helping them to thrive. Workers have been recruited, and there has been a weekly increase seen in families supported. 58 families have been supported by Active Tameside with signposting and activities, 130 young people in total. The SEND Youth Council occurs bi-monthly.</p> <p>Locality Support specific to Neighbourhoods:</p>  <p>Mapping HWB children in neighbouri</p>
5.2.2		Apr-23		Tameside is a pilot area for Greater Manchester for the

<p>Family Support Offer for families who may have difficulties with emerging neurodiversity, who may or may not be on a diagnostic pathway but who may need additional peer support, help with strategies or additional services input.</p>			<p>Apr 23</p>	<p>100%</p>	<p>Mencap Early Years Parent Engagement Programme, providing peer support for families of children 0 – 5 years at the point of identification of additional need/diagnosis. Beginning in November, monthly family engagement sessions have been held in the locality face to face. In Spring/Summer 2023 the project recruited two family connectors – people who have lived experience of having a child with additional needs. The project has begun to deliver workshops in response to parental request eg DLA awareness session in July. They have recently developed their own Tameside Family Engagement Project facebook page</p> <p>Since July 2022 when the Health Navigator Service began.. 664 New families are now receiving support. 10,399 contacts have been made to the Health Navigator Service.</p> <p>Along with the SEND Family Support Team and the OKE Navigator, resources to help and signpost families has been developed and shared widely.</p> <p>The navigation leaflet help families and professionals to get support from the right place at the right time and the more recent guide shows neighbourhood support to reflect the Family Hubs. Attached.</p> <p>The health offer is being updated by the Local Offer</p>
---	--	--	---------------	-------------	--

					<p>Steering Group in development of the new Local Offer website.</p> <p>Navigation Leaflet:</p>  <p>J004608 CYP Mental Health Navigation leaflet</p> <p>Feedback from MenCap:</p>  <p>Feedback from Mencap.docx</p>
--	--	--	--	--	---

If you have RED rated actions, please provide SEND Improvement Group with details on

- **What the issue is preventing the action being completed on time?**
- **What mitigation/action/decision is needed get back on track?**
- **What the expected completion date is if the target date cannot be met?**
- **Confidence level/Risk rating of this getting back on track?**
- **Who you need support / decision/ escalation from?**

WSOA Action Reference - 5.1.4 & 5.1.5

Issue causing delay?	
Action being taken?	
New completion date?	
Confidence level/Risk rating	
Support/decision needed/escalation needed?	

Update on actions in progress / completed (AMBER / GREEN / BLUE) (Please update on any concerns these actions may fall in to RED and expected completion date):

Updates on completed: (Blue status)

Children and young people are seen and assessed in a timely way so that they can receive appropriate intervention and therapy

5.1.1 Review and align the Therapy services with the Thrive/Graduated Response to ensure they are effective.

Review and align the Therapy services with the Thrive/Graduated Response to ensure they are effective.

Pathway alignment complete, clinicians following aligned pathways.

5.1.2 Recruit to provide additional capacity to enable delivery of identified needs in line with the capacity and demand review.

TGICFT additional investment of £1.3m provided June 2022, recruitment to investment currently runs at 100% WTE(32.2) vs investment.

Current Wait times for assessment within 18 weeks June 2023:-

Physiotherapy 100%

Occupational Therapy 93.51%

SALT 100%

Pediatrics 92.46%

Dietetics 86.70%

Current challenge with Dietetics due to long term sickness, Agency planned to be used from August 2023 to support shortfall within team, with trajectory in place for recovery from September 2023 onwards.

5.1.3 Agree standard operating procedures for the provision of therapy services across Tameside.

Agreed SOP's for each therapy service aligned to patient pathways and integrated graduated response.

Standard Operating procedures agreed and complete, clinicians following aligned pathways.

5.1.6 Increased awareness and understanding of neurodiversity for professionals through training programme

612 professionals trained (since commencing of scheme in May 2022)

This includes professional such as:

Teachers, SENCOs, Youth Justice Workers, Social Workers, VCSE, Faith organisations, CGL, Parenting Team, Family Support Workers.

On average around 150-200 people per quarter attend the training. E.g March - June 2023 = 152 attendees at 4 training events.

From the course feedback forms we know that:

- 87% rated training 5/5 for satisfaction
- 96% felt more knowledgeable about neurodiversity
- 94% felt more knowledgeable about neuro-inclusive practice

- 95% felt more able to adapt their work to suit/support neurodivergent individuals/communities

Starling are working with lived experience experts to explore the emerging needs of neurodivergent young people and families. They have identified a number of avenues to explore relating to transport workers, front-facing customer roles (e.g. supermarkets, GP surgeries etc.). Starling have targeted the training towards these professionals, with some uptake. However, the feedback has been that 2.5-3hrs is too long to take out of their working day - they are now looking at creating a 1hr webinar style training that will be more accessible for these professionals. This will be launched in September.

5.1.7 Establish and embed feedback mechanisms to provide dynamic data on impact of additional investment and continuously review waiting times and referral numbers to ensure in line with projected targets.

Feedback mechanisms in PCFT have been established that provide real time data on impact of additional investment waiting times and referral numbers are continuously reviewed in clinic to ensure that they are in line with projected targets.

Following the recent SEND Health Survey, an action plan has been developed after listening to feedback from families. Presence of commissioning leads within family groups to gather feedback quarterly is in place with the team visiting selected groups in September to further inform the action plan.



SEND Family

Action plan: Feedback Action Plan

5.2.1 Increased parent carer offer for families on the pathway to access information and support sessions and tailored activities.(in conjunction with action for Navigator Post)

The Family Support Offer is continually developing to help families in a graduated response from advice to targeted support. The team consists of Activity Participation Workers and Family Intervention Workers, and supports families with emerging neurodiversity, connecting them into community activities and helping them to thrive. Workers have been recruited, and there has been a weekly increase seen in families supported. 58 families have been supported by Active Tameside with signposting and activities, 130 young people in total (Q1 data). The SEND Youth Council occurs bi-monthly.

Planning has taken place with Active Participation Workers and CAMHS, agreed for the teams to commence working closely together to support families on current pathways and waiting lists (as well as those recently discharged from CAMHS service). It is hoped this will commence from September 2023. The intention is for Active Participation workers to be present within CAMHS team offering drop in or similar advice service for families and staff informing of wider community offers for young people on pathways and also once discharged from the team.

Additional Parent Carer forum meeting with MHST team.

Additional parent workshop on Power of Attorney and another on Masking.

The workshops have been extremely popular. 17 parent/carers workshops have been provided since January 2023 for 510 parents/carers.

The workshops are jointly funded between the VCSE provider, OKE and Health.

5.2.2 Family Support Offer for families who may have difficulties with emerging neurodiversity, who may or may not be on a diagnostic pathway but who may need additional peer support, help with strategies or additional services input.

Since July 2022 when the Health Navigator Service began..

664 New families are now receiving support.

10,399 contacts have been made to the Health Navigator Service.

Along with the SEND Family Support Team and the Health Navigator Service, resources to help and signpost families have been developed and shared widely.

The navigation leaflet help families and professionals to get support from the right place at the right time and the more recent guide shows neighbourhood support to reflect the Family Hubs. Attached Navigation Leaflet and Neighbourhood Wellbeing Support Leaflet.



J004608 CYP Mental
Health Navigation lea

Navigation Leaflet:



Mapping HWB
children in neighbourl

Locality Support specific to Neighbourhoods:

The health offer is being updated by the Local Offer Steering Group in development of the new Local Offer website.

Tameside is a pilot area for Greater Manchester for the Mencap Early Years Parent Engagement Programme, providing peer support for families of children 0 – 5 years at the point of identification of additional need/diagnosis. Beginning in November, monthly family engagement sessions have been held in the locality face to face. In Spring/Summer 2023 the project recruited two family connectors – people who have lived experience of having a child with additional needs.

The project has begun to deliver workshops in response to parental request eg DLA awareness session in July. They have recently developed their own Tameside Family Engagement Project facebook page

See updated data attached

Updates on ongoing (Green and Amber status)

Children and young people are seen and assessed in a timely way so that they can receive appropriate intervention and therapy

Internally in CAMHS a review of pathways has taken place, to streamline offers, and understand clinical priority. See update attached on PCFT mobilisation plan

[N:\Transformation\SEND\WSOA>Action Plans\Tameside and Glossop mobilisation plan update April 23.docx](#).

Numbers of referrals continue to rise. Current Waiting list numbers are:-

ASD 1478
ADHD 912
CAMHS 22

Effective, transparent and accessible support offer for children, young people and families whilst waiting for assessment and therapy.

- **BASELINE 15% of Families were given information to accessing support while on the pathway or undergoing assessment (from Parent Carer Health Survey 2022)**
- **BASELINE 10% of families were satisfied with the length of time between 1st appointment and the final report (from Parent Carer Health Survey 2022)**
- Children and young people on accessing the Neurodevelopmental pathway report that they have access to effective and appropriate support both pre and post diagnosis ~~(via baseline survey)~~.
- **BASELINE 35% of families were accessing support while waiting for assessment (from Parent Carer Health Survey 2022)**

The commissioning of a Health Navigator service in the VCSE with OKE is working well. A quarterly report has been developed to identify the reasons for referral and outputs of the Navigator Service and is embedded in the SEND Data Dashboard.

Work has been done by the Navigator service to listen to families and an expanded offer of training, support and activities for families who have been diagnosed and are waiting for a diagnosis has been put in place.

The 'Sky High' short break activity benefits the whole family. Siblings, parents & grandparents are welcome and activities include climbing wall, soft play, leap of faith and indoor caving. Resources include lego and books that are specifically relevant to children with Neuro conditions. Parents/Carers have access to a wide range of relevant information, advice and signposting at the short break activities. Parent to parent peer support is also available.

In 22/23 'Sky High' benefitted

- 415 parents/carers
- 561 children (includes siblings)
- 335 SEND children (Pre pathway – Pathway – Post Pathway)

A full programme of Navigator workshops have taken place and families increasingly report a positive impact on their lives as a result of this service. Work is ongoing with other health professionals such as GPs to increase awareness and understanding of the service offer. The service presented at an OHIC NW event to share the good practice and learning that has developed from this service offer.

Links between therapies, CAMHS and external agencies have been intensified to capture the views of families in order to gather feedback and suggestions. Links with families have increased and improved communication, such as improvements to the acceptance and discharge letters for CAMHS and Therapies linking into the Navigator service have been put in place.

Duty calls to CAMHS have reduced with the introduction of the OKE Health Navigator service, as the services work closely together.

ISCAN therapies Local offer information microsite has been launched. It is still being refined and in the process of providing links to waiting time information, while you wait information, pathway information, online resources useful for individual therapies and sign posting for CYPF.

What Timescale risks are there?

Challenges remain ongoing with recruitment in CAMHs and Occupational Therapy.

What Actions will you take to mitigate and what is your revised completion date?

Implementation plans in place and being actively monitored.

5. Baseline measures

Are baseline measures in place? Y/N

Yes

Report on baseline measures Yes –

Outline any that are not yet in place and actions/timeline to get them in place.

Parent carer survey results will establish the baseline for the following indicators: -

Any barriers to progress

Ongoing challenges remain in relation to recruitment in CAMHS– this reflects the national recruitment picture. Additional recruitment drives are focusing efforts in this area.

Key outcomes to be delivered in next 4 weeks?

Continue to publicise services and the therapies microsite through coffee mornings and launch events, and stakeholder collaboration. Implementation of SEND Family Support Team working more closely with CAMHS triage to support families earlier.

Continue to implement the Improvement Plan in CAMHS

Continue to actively manage the waiting lists on a weekly basis adapting to service and patient need. Agree revised completion date for improvement to waiting lists.

Waiting list initiatives to increase clinic capacity.

Acknowledgement letters to be sent to all CYPF on waiting lists with waiting time pathway information and redirection to Microsite.

Commissioning leads are informally meeting with families in September to seek feedback and opportunities to remove barriers, and further informing the family feedback action plan.

Key outcomes to be delivered in next 12 weeks?

Increase clinic capacity following induction of new starters.

External Support received in this reporting period.

WSoA area of work/Action		
Support/Activity		Provider
Impact/Outcomes from the activity		

Please provide data based **Evidence of impact for children and families** Vs your baseline. If no baseline is available so far, please provide qualitative evidence that reflects children's and families experience.

Impact	Evidence
	SEND OKE & Active Dashboard May 23.xlsb

HIGHLIGHT REPORT: DfE Monitoring Visit September 2023

WSOA Priority 6:
<i>The lack of contribution from social care professionals to EHC Plan Process</i>
Senior Reporting Officer: Mel Oldham
Date: 7/9/23
Period ending: August

Key	
	Not On Track – Area of Risk
	On Track and Progressing
	Completed
	Impact Evidenced

WSOA Action Reference	RAG rating	WSOA Planned Completion date (latest date per ref)	Updated Expected completion date	% complete	Headline Comments
6.1.1 New Designated Social Care Officer (DSCO) role implemented	On track Progressing	Sept 2022	Ongoing Difficulties in recruiting to the post	100%	<p>DCSO – Melanie Oldham. has commenced employment July 2023</p> <p>Through the creation of the SEND champions. We are evaluating the learning from each session (Pre and Post). The 5th Champion event will be how EH / CSC and ASC have embedded this in practice, - what is working well? What needs to change – using the SOS model to assess, plan, do review the SEND champion role.</p> <p>Task to and finish to look at a different way of</p>

					communicating with champions through webinars and mandatory attendance at events on quarterly basis – have a 1 st and 2 nd champion so there is always someone on standby if they can't attend
6.1.2 Convene a meeting of Children's Social Care (CSC) leaders to develop and agree a shared understanding of the challenges in this priority area, and to form a task and finish group whose purpose is to agree the actions required and oversee their implementation.	On track Progressing	December 2022	May 2023 This now includes Annual Review information which will support the WSO 10	60%	<p>This has been drafted using a social needs screening tool to be used within SENDIF, Request for EHCP, Early Help L2 / L3 and C&F. This will include the Annual Review contribution also.</p> <p>The Social needs screening tool was due to go live at the beginning of September, however schools reported they are unhappy with the completion of this as part of the SENDIF and EHCP application process.</p> <p>Presentations at CP network – with DSL and head teachers / SENCO network / Parent and carer forum / Practitioner Forum and the PVI forum has already been completed. Survey monkey consultation to Head teachers and SENCOs has been completed for 3 weeks.</p> <p>Schools have requested a presentation around the consultation and the document.</p> <p>A meeting with senior leaders has been held to ensure that EH and CSC is</p>

					<p>a part of the EHCP process – advice and information and contribution to known cases, including a working protocol document.</p> <p>The EHCP request are inconsistent in their quality and do not provide a hostile view of the child. Need some consistency across all schools when completing paperwork.</p> <p>Conversations/negotiations ongoing – Faye meeting with leads in September so more clarity by October</p>
<p>6.1.3</p> <p>Develop a monitoring and oversight process for timeliness and quality of social care professionals' contribution to EHC Plans (see priority 1- outcomes 1.1, 1.3, 1.4, and actions 1.2.1, 1.3.1)</p>	<p>On track Progressing</p>	<p>January 2023</p>	<p>October 2023</p>	<p>80%</p>	<p>Early Help and social care attendance within panels to ensure Social needs advice is given.</p> <p>Exploring a graduated response to need – social needs being explored Process for cases known or open cases completed Good practice examples of what is required to be completed – Social screening tool will be used as an appendix or written into the Assessment within all levels. This has been completed and discussed at the next task and finish group.</p> <p>The Summary Care advise has been built into EHM / LCS for known cases with timescales and notifications. Training modules and access for SEND caseworkers is complete and this is now</p>

					<p>live. Reporting on timeliness is underway.</p> <p>Summary of care advise form is built into LCS and EHM, Data team have built this into boxi reporting in relation to timeliness. This is for Early Help and CSC> All SEND staff have received training to start this on LCS / EHM.</p> <p>Task and finish reviewing quality of summary of care advice and complete dip sample.</p>
<p>6.1.4</p> <p>Implement the improved process for social care contribution to EHC Plans in both the Early Help and CSC section of LCS (Liquid Logic). This will include a process to ensure all children, including those not known to social care, receive a social</p>	<p>On track Progressing</p>	<p>January 2023</p>	<p>November 2023</p>	<p>80%</p>	<p>The Summary Care advise has been built into EHM / LCS for known cases with timescales and notifications. Training modules and access for SEND caseworkers is complete – this is now in operation and reports are readily available.</p> <p>Notifications to managers for allocation - beginning, middle and end to prevent drift and delay – 14 day turn around for the summary care advice being completed to include within the EHCP.</p> <p>Timeliness of completion to be completed.</p> <p>However, the social needs screening tool needs to be approved and launched alongside the EHCP requests to ensure social care advise can be given within panel on cases not known to children social care</p>

					Meeting as above – clarity in October about moving forward
6.2.1 Develop and deliver regular bespoke training to social care professionals, coproduced with SEND and social care staff and families and children with EHC Plans.	On track Progressing	January 2023	Completed	100%	<p>The joint workshops and training are now underway:</p> <ul style="list-style-type: none"> • EHCP – Dec 22 • Summary Care Advise completion – Feb 23 • Social Needs Check list and annual review information – 29th June • Adult pathways – to be arranged • Evaluate the embedding of this within all teams – Nov 23 <p>We have placed the presentations, SEND champions and contact details of the facilitator on the Children Service tile.</p> <p>Jo Robinson is exploring where this can accessed through adult services.</p> <p>Faye and Melanie DSCO to meet and establish further workshops.</p>
6.2.2 Every social care team to identify a SEND champion who will attend SEND events and training such as the	Completed	December 2022	Completed on going	100%	<p>SEND champions identified for every team in Early Help, CSC and adults – to continue with workshops to feedback to teams. Need to ensure this is a standing agenda item on team meetings.</p> <p>The SEND champions for EH / CSC and ASC will be updated every 3 months.</p>

"Meet the Local Offer" event.					Family Fun Day for family hub, Local Offer and services in the community set for Friday 1 st September at Ridge Hill Family Hub.
6.2.3 Quality Assurance and Practice Standards established for CSC and Early Help.	on Track progressing	March 2023	Oct 2023	50%	<p>This has started and currently in draft form – unknown cases, Known cases and open cases – to include the social needs screening throughout all levels of assess, plan, do and review process.</p> <p>Task and finish group for each of the sections has been formed – annual reviews, EHM / LCS allocation, audit process etc.</p> <p>These are in draft and will need to be updated as a priority following the Social needs screening tool being agreed and embedded within the requests.</p>
6.3.1 Develop and implement Practice Standards for the contribution from social care professionals to the EHC Plan process.	On track progressing	March 2023	June 2023	50%	<p>This has started and currently in draft form – unknown cases, Known cases and open cases – to include the social needs screening throughout all levels of assess, plan, do and review process. This is being discussed at the next meeting for sign off.</p> <p>SEN mapping process complete</p> <p>Cases will be tracked through and Social care advise will be explored at all levels – EH L2 / EH L3 and within the C&F.</p>

				<p>Due to the Social needs check list and good practice guidance around this. Practitioners will have a foundation model to use to complete good social care advise within plans but also give oversee social care advise given by other professionals within plans of cases not known. This is ongoing – task and finish group formed to complete.</p> <p>These are in draft and will need to be updated following the Social needs screening tool being agreed and embedded within the requests. Once the Social Needs Screening tool has been agreed and signed off this task will be prioritised.</p>
--	--	--	--	---

If you have RED rated actions please provide SEND Improvement Group with details on

- What the issue is preventing the action being completed on time?
- What mitigation/action/decision is needed get back on track?
- What the expected completion date is if the target date cannot be met?
- Confidence level/Risk rating of this getting back on track?
- Who you need support / decision/ escalation from?

WSOA Action Reference 6.2.3 Quality assurance and practice standards for CSC and EH

Issue causing delay?	Social needs screening tool
Action being taken?	Updated through the steering group
New completion date?	To be confirmed
Confidence level/Risk rating	Risk in embedding in practice and measuring impact
Support/decision needed/escalation needed?	This needs sign off by SLT when completed following discussion and agreement from education

Update on actions in progress / completed (AMBER / GREEN) (Please update on any concerns these actions may fall in to RED and expected completion date):

Updates on completed: (Green status)

- Champions identified within Early Help and CSC
- Planning of champion sessions
- Attendance at statutory panel – CSC and EH
- System RE: notifications within LCS / EHM on case summary on known cases
- LCS process being built for CSC and EH to have a tray for known cases in completing the Care advise summary

Updates on ongoing (Amber status)

- Information received from schools, health and parents – social needs
- Checklist and current graduated process i.e. Social needs screening tool – Annual Review for ages and stages, EHA L2 / EHA L3 and C&F
- Practice Standards for the quality assurance of the social needs checklist from partners
- Practice Standards for the quality assurance of the care advise summary

What Timescale risks are there?

- The deliver and implementation with schools to start the social needs screening tool..

What Actions will you take to mitigate and what is your revised completion date?

- Discuss with schools the social needs screening tool

6. Baseline measures

Are baseline measures in place?

Yes

Report on baseline measures

- **DCSO appointment**
- **Champions identified – including roles and expectations, Champions events set 45 annually – evaluate the impact of this within teams**
- **Social Care oversight – known / unknown – social needs screening tool including Annual Reviews also.**
- **Launch events and consultation across the partnership**
- **Update Practice standards**

Outline any that are not yet in place and actions/timeline to get them in place

- **All actions have started to be completed but are up to various stages of completion and measuring impact.**

Any barriers to progress

- **Implementation of the Social needs screening tool, the use of this when requesting EHCP and the quality of this from partners, and schools feedback**
- **The quality of the care advise summary from EH and CSC – needs dip sampling**

Key outcomes to be delivered in next 4 weeks?

- **Consultation of the Social needs screening tool and Annual Review documents – ages and stages – to make changes required**
- **Presentation at PVI forum**
- **Sign off of the practice standards**
- **Launch the social needs screening tool**

Key outcomes to be delivered in next 12 weeks?

Draft copy of Practice Standards for sign off – in line with QA framework
Implementation of the Social needs screening tool and Annual Review documents

External Support received in this reporting period		
WSoA area of work/Action		
Support/Activity		Provider
Impact/Outcomes from the activity		

Please provide data based **Evidence of impact for children and families** Vs your baseline. If no baseline is available so far, please provide qualitative evidence that reflects childrens and families experience.

Impact	Evidence

HIGHLIGHT REPORT: DfE Monitoring Visit September 2023

WSOA Priority 7:
<i>The limited oversight of the quality of SEND provision for children and young people's education</i>
Senior Reporting Officer: <i>Jane Sowerby (PM to pick up lead role)</i>
Date: August 23
Period ending: August 23

Key	Previous RAG descriptor	Feb 2023 Descriptor
	Not On Track – Area of Risk	Not started and /or will not meet target date - Area of Risk and required escalation
	On Track and Progressing	On track but delayed vs Planned completion date
	Completed	On track on time for Planned completion date
	Impact Evidenced	Delivered and complete

WSOA Action Reference	RAG rating	WSOA Planned Completion date (latest date per ref)	Updated Expected completion date	% complete	Headline Comments
7.1.2		Nov 22	-	100%	
7.1.3 CPD for classroom/subject practitioners. "Whole School SEND" training		Sep 22	June 23.	100%	Sea View Trust running training this term on whole school send called Impactful Leadership of SEND on 16 June. One online session booked in and more will be booked. Tracking of attendance

					rigorous. Other training advertised.
7.2.1				100%	
7.2.2 Establish a model of 'moderation' of SEND practice and policy		Mar 23	On track	90%	<p>Picked up in SENCO networks first one being in March. On SENCo network agenda to look at some anonymised statutory requests to moderate good practice/ the use of the Matching provision to need document. We also need to link with DBV school support review as SEND practice and policy around transition planning needs development of solution to mitigate the year 5 rush for EHCP to help cope with Secondary life.</p> <p>Needs to be embedded into the SENCO network calendar</p>
7.2.3 Develop and establish peer SEND/Inclusion reviews of practice		Apr 23	Sept 23	NA	<p>Lead school has met with EEF and School Improvement to develop planning. Consultation plan is being developed so ensure schools understand why this is something they should engage with. Process mapping is underway and a self – evaluation tool is in development. We are aligning the IPQ work with secondary colleagues as part of the review of SOS. In addition, looking to utilise DBV monies to accelerate this work and provide support to schools to be delivery partners in inclusion practice. Therefore this work will be picked up in the DBV plan.</p>
7.3.1 Co-produce a SEND		Jul 22	Nov 23	85	Discussion with OKE has established that parents would prefer a clear but

Charter/Pledge for Tameside					simple promise and actions from the parent survey. A draft has been developed now and is with OKE for comment. Agreed with DfE that Communication charter co produced with parents with external 3 rd party would be more productive. TBC DfE funding/bid options.
7.3.2		Jun 22		100	Second meeting held on 9/11/22
7.3.3		Sep 22	Nov 22	100	
7.3.4		Aug 22		100	Now have a quantitative and qualitative complaints report, which can be fed into SENDIG.
7.3.5 Design and agree a delivery and monitoring plan for a dynamic Inclusion Quality Partnership		Dec 22	Dec 23	30	Focusing on designing the IQP before focusing on the delivery plan seems the right way to approach this so this action has been moved to summer. Aligned with 7.2.3 We may use DBV grant to accelerate this and make it more sustainable as well as rescope our school outreach support service. More to follow via the DBV Bid process.
7.3.6 Design and implement a dynamic Inclusion Quality Partnership (IQP)		Jun 23	Jan 24	30	Lead school has met with EEF and School Improvement to develop planning. Consultation plan is being developed so ensure schools understand why this is something they should engage with. High level mapping completed. Design stage underway. DBV and alignment with Secondary partners and the SOS review will shape this further to ensure sustainable and attractive to schools – e.g. a full years Training programme

					for SENCO's Staff and TA's is deemed optimal.
7.3.7 Implement more effective brokerage and monitoring of commissioned Independent and Non-Maintained school placements		Dec 22	ongoing	40%	PM absence due to illness has delayed this slightly – will be picked up with Mark Love. New role being evaluated in SEND team responsible for OOB/costings and place planning. PM/ SEN manager to join the NW SEND Strategic leads sufficiency and Inclusion sub group.

If you have RED rated actions please provide SEND Improvement Group with details on

- **What the issue is preventing the action being completed on time?**
- **What mitigation/action/decision is needed get back on track?**
- **What the expected completion date is if the target date cannot be met?**
- **Confidence level/Risk rating of this getting back on track?**
- **Who you need support / decision/ escalation from?**

WSOA Action Reference

Issue causing delay?	
Action being taken?	
New completion date?	
Confidence level/Risk rating	
Support/decision needed/escalation needed?	

Update on actions in progress / completed (AMBER / GREEN) (Please update on any concerns these actions may fall in to RED and expected completion date):

Updates on completed: (Green status) (since last report)

None

Updates on ongoing (Amber status) - highlights

7.1.3 Training organised with the Sea View Trust and advertised to schools.

Subject	Time	Date	Eventbrite link
36 Ideas...	4pm - 5pm	Mon 22 May	https://www.eventbrite.co.uk/e/high-quality-teaching-36-ideas-to-use-tomorrow-to-meet-need-tickets-637124886687
Impactful SEND Leadership	9.30am - 11am	Fri 16 June 2023	https://www.eventbrite.co.uk/e/keys-to-impactful-send-leadership-tickets-637127424277
SEND Peer Reviewer	1.30pm - 3.30pm	Thu 29 June 2023	To follow
Conference	All day	TBC July 2023	In person TBC
36 Ideas...	4pm - 5pm	Thu 29 June	https://www.eventbrite.co.uk/e/high-quality-teaching-36-ideas-to-use-tomorrow-to-meet-need-tickets-637126230707

7.2.2. Included in SENCo network agenda. Transition planning needs development of solution.

7.2.3 Process mapping is underway and a self –evaluation tool is in development. We are aligning the IPQ work with secondary colleagues as part of the review of SOS.

7.3.1 A draft Charter/Pledge has been developed now and is with OKE for comment.

7.3.5 and 7.3.6 We may use DBV grant to accelerate this and make it more sustainable as well as rescope our school outreach support service. More to follow via the DBV Bid process.

What Timescale risks are there?

IQP and SEND Peer Review work needs project management capacity. This work is more ambitious than originally intended and timescales may be delayed however the quality of the work and engagement with the programme is expected to be high. In addition the work we are doing on DBV aligns really well with this and could provide much needed impetus.

What Actions will you take to mitigate and what is your revised completion date?

Request project management focus for IQP and SEND Peer Review programme.

7. Baseline measures

Are baseline measures in place? Y

Report on baseline measures

Parent Survey, SENDCo/School Survey, and Children and Young People Survey all complete. Outcomes shared with SENDIG, Chairs of Governors, Headteacher Briefings and Groups.

Outline any that are not yet in place and actions/timeline to get them in place

N/A

Any barriers to progress N

Key outcomes to be delivered in next 4 weeks?

- Engage PM for IQP and SEND Peer Review work.
- Ensure detailed planning for ‘moderation’ events
- Identify Whole School SEND Training

Key outcomes to be delivered in next 12 weeks?

Project management support for school-led work.
Whole school training plan identified.

External Support received in this reporting period

WSoA area of work/Action	N/A	
Support/Activity		Provider
Impact/Outcomes from the activity		

Please provide data based **Evidence of impact for children and families** Vs your baseline. If no baseline is available so far, please provide qualitative evidence that reflects childrens and families experience.

Impact	Evidence

HIGHLIGHT REPORT: DfE Monitoring Visit September 2023

WSOA Priority 8:
1. The inconsistent application of a graduated approach across different settings, leading to weaknesses in meeting needs across the area
Senior Reporting Officer: <i>Claire Jackson</i>
Date: August 2023
Period ending: August 2023

Key	Previous RAG descriptor	Feb 2023 Descriptor
	Not On Track – Area of Risk	Not started and /or will not meet target date - Area of Risk and required escalation
	On Track and Progressing	On track but delayed vs Planned completion date
	Completed	On track on time for Planned completion date
	Impact Evidenced	Delivered and complete

WSOA Action Reference	RAG rating	WSOA Planned Completion date (latest date per ref)	Updated Expected completion date	% complete	Headline Comments
8.1.1 Active promotion of the Thrive Matching Provision to Need (MPTN) documents.		Nov 22		100%	Launched documents positive feedback. SENCOs report using it. Tameside Local Offer Added to EY doc / need to add to the new request docs
8.1.2 Delivery of training around MPTN documents.		June 2022 to July 2023 then annual programme	June 2022 to July 2023 then annual programme	100%	Workshops have been offered and are proving popular – nicely linked to document Tameside Educational Psychology Service Events Eventbrite
8.1.3 Linked training sessions to include: Emotionally		Rolling programme completed in 21/22 and offered		100%	EBSA materials and tools have been shared EFS has been offered to resource bases then the

Friendly Settings, ELSA, EBSA.		again to more school in 22/23			<p>MHST schools (15 schools engaged a further 8 planned for the remainder of the academic year)</p> <p>ELSA one cohort completed in 21/22 new cohort for this academic year</p>
8.2.1 Induction/ SENCOs SENDCo induction and training including developing 'SEND Children Thrive Action Plans' and workshops		October 22- June 23	Ongoing	50%	<p>New SENCO workshops – to support new SENCO into their role and go in depth into LA processes, systems and services. SENCOs are asked to attend all of these. Different speakers from different services have been arranged for each.</p> <ul style="list-style-type: none"> • 23rd November 3.30 – 5pm • 24th January 3.30 - 5pm • 16th March 3.30 – 5pm • 3rd May 3.30 – 5pm • 27th June 3.30 – 5pm <p>Further workshops to be arranged in September to coincide with new school year.</p>
8.2.2 Induction for all new Headteachers		October 22/ March 23		100%	<p>Head teachers SEND Workshop – 2 hours – 23rd March 2023 – to go through SEND practices with Head Teachers to support their understanding and their roles in supporting their SENCOs.</p>
8.2.3 Termly SENDCo networks for all SENDCos		September 22 ongoing	Apr 23	100 %	<p>Termly SENDCo Network meetings in place – opportunity for settings to come together, network, share practice and connect with other services. 77 school/setting practitioners attended first network. Feedback: 98% of attendees reported that the event either</p>

					met (67%) or exceeded expectations (32%). Other dates 25 th January & 10 th May. All well attended and feedback strong.
8.2.4 Develop and implement a model of school-led peer review		Nov 22	Sept 23	20%	Training from Sea View Trust for reviewers in place. Delay in implementing programme due to sickness absence of PM. This will be picked up by the DBV bid for a Quality Inclusion Team.
8.3.1 Training for all schools on Whole School SEND		July 22		100%	Sea View Trust training 'Impactful Leadership in SEND' run in June. 23 schools and headteachers attended. Feedback extremely positive. Council has commissioned two more repeat sessions in the autumn 2023.
8.3.2 OKE-led training and information days for parents with a focus on the Graduated Response.		Sept 23	Sept 23	10%	OKE and EPS have co-produced a supportive document held on the local offer

If you have RED rated actions please provide SEND Improvement Group with details on

- **What the issue is preventing the action being completed on time?**
- **What mitigation/action/decision is needed get back on track?**
- **What the expected completion date is if the target date cannot be met?**
- **Confidence level/Risk rating of this getting back on track?**
- **Who you need support / decision/ escalation from?**

WSOA Action Reference

Issue causing delay?	
Action being taken?	
New completion date?	
Confidence level/Risk rating	

Support/decision needed/escalation needed?	
---	--

Update on actions in progress / completed (AMBER / GREEN) (Please update on any concerns these actions may fall in to RED and expected completion date):

What Timescale risks are there?

See above table to see where timescales have had to move. None at this stage present a problem for impacting on outcomes.

What Actions will you take to mitigate and what is your revised completion date?

8. Baseline measures

Are baseline measures in place? Y

Report on baseline measures

Feedback form attached to the Graduated report document.

87% of SENCOs surveyed were aware of the 'Matching Provision to Need/ Graduated response tools'

78% expressed some confidence to use the tools.

Outline any that are not yet in place and actions/timeline to get them in place

N/A

Any barriers to progress

Some PM capacity issues causing delay to peer led SEND reviews.

Key outcomes to be delivered in next 4 weeks?

Evaluations of the work completed and the impact, leading to identifying what needs to be done next.

Key outcomes to be delivered in next 12 weeks?

Building on the above evaluations, training program for 2023/4 needs to be finalised and published.

External Support received in this reporting period		
WSoA area of work/Action	N/A	
Support/Activity		Provider
Impact/Outcomes from the activity		

Please provide data based **Evidence of impact for children and families** Vs your baseline. If no baseline is available so far, please provide qualitative evidence that reflects childrens and families experience.

Impact	Evidence

HIGHLIGHT REPORT: DfE Monitoring Visit September 2023

WSOA Priority 9:
<i>The poor transition arrangements across all stages of education</i>
Senior Reporting Officer: Jane Sowerby (PM to pick up lead role)
Date: 9.9.23
Period ending: August 2023

Key	Previous RAG descriptor	Feb 2023 Descriptor
	Not On Track – Area of Risk	Not started and /or will not meet target date - Area of Risk and required escalation
	On Track and Progressing	On track but delayed vs Planned completion date
	Completed	On track on time for Planned completion date
	Impact Evidenced	Delivered and complete

WSOA Action Reference	RAG rating	WSOA Planned Completion date (latest date per ref)	Updated Expected completion date	% complete	Headline Comments
9.1.1 Annual Review recovery plan reviewed and agreed		Sep 22	Dec 22	100%	This plan needs constant development as we look to improve the system wide approach to Annual reviews.
9.1.2 protocol for Annual Reviews of EHCPs in Y5 and Y10 attended by LA		Jul 22	Dec 23	80%	Annual review workshop has identified while there were significant improvements in the transition year planning this year, improvement is still needed.
9.1.3 Annual Review Recovery Plan delivered and position recovered.		May 24	Sept 24	60%	All Annual reviews now on Capita 1; timeline management and workflows still to be embedded. Team redesign underway increasing numbers of caseworkers and operating model. New systems in place to support tracking. New SEND Portal for

					self-service. New structure will enable caseloads to be more than halved and will support relationship building and quality case management.
9.2.1 Transition protocol working group established		Jul 22		100%	Transition working group established: first meeting 2/12/22; second on 10/1/23-meeting monthly now. 6 into 7 receiving great feedback from schools.
9.2.2 Create schools and settings agreed transition protocols and framework		Jul 23		100%	Clear PVI to school transition process in place supported by EY quality team. All schools have a link officer who is working with schools to support them with transition of SENDIF, EHCP and s23 children. SixintoSeven platform used for Y6to Y7 transition with new SEND section to ensure information is transferred.
9.2.3 Pre-school to school assessment documentation standardised		Jul 23		100%	Now in place
9.2.4 Ensure all transition support services are available P16 providers		Sept 22		100%	All available to post-16 but services are traded such as EP, SOS. Work to do to dovetail into 1 page profile across all ages
9.2.5 Place-based action research projects to develop key areas of transitions practice.		Oct 23	Mar 24	25%	Good practice examples collected by EPS. Through DBV we have key ideas we would like to test to better support transitions for our SEN support pupils and ASC pupils.
9.3.2 Data-sharing agreement across all Tameside schools re SEND needs		Oct 22	Jan 23	100%	Data-sharing agreement across all Tameside schools re SEND needs is not required.

If you have RED rated actions please provide SEND Improvement Group with details on

- What the issue is preventing the action being completed on time?
- What mitigation/action/decision is needed get back on track?
- What the expected completion date is if the target date cannot be met?
- Confidence level/Risk rating of this getting back on track?
- Who you need support / decision/ escalation from?

WSOA Action Reference

Issue causing delay?	.
Action being taken?	.
New completion date?	
Confidence level/Risk rating	
Support/decision needed/escalation needed?	

Update on actions in progress / completed (AMBER / GREEN) (Please update on any concerns these actions may fall in to RED and expected completion date):

Updates on completed (since last time): (Green status)

None

Updates on ongoing (Amber status)

9.1.2 Now we are allocating workers to localities, once we have the restructure embedded Case worker attendance at a school level for AR when required will be planned for 2024 AR for Y5 and Y10.

9.1.3 There is much work that has been done to migrate from spreadsheet management to Capita 1. All plans have been migrated and a final cleanse is due to complete on 7 July. After this the system will require quarterly monitoring to ensure it stays up to date. A key enabler will be the SEND Portal – currently being piloted. Formal feedback expected; anecdotally feeling very positive. Annual review management will be migrated to the Portal next which will ease the process and make information sharing vastly improved.

9.2.5 Good practice examples collected by EPS. Through DBV we have key ideas we would like to test to better support transitions for our SEN support pupils and ASC pupils

What Timescale risks are there?

All actions on track

What Actions will you take to mitigate and what is your revised completion date?

--

<p>9. Baseline measures</p> <p>Are baseline measures in place? Yes</p> <p>Report on baseline measures Measures include # interim reviews, suspensions for children with SEND, parent satisfaction, timeliness and pupil survey.</p> <p>Outline any that are not yet in place and actions/timeline to get them in place N/A</p> <p>Any barriers to progress Implementation of the new structure in SEND Assessment and AR Team needs to go to planned times. No delays expected but some posts could take longer to fill. SEND Portal technical implementation needs to go to planned times.</p> <p>Key outcomes to be delivered in next 4 weeks? Consultation on new structure in SEND. Evaluations of the SEND Portal Pilot, SixintoSeven and EY transition to be completed.</p> <p>Key outcomes to be delivered in next 12 weeks? New SEND structure and operating model Embedding use of SEND Portal Annual Review protocols to be embedded.</p>
--

External Support received in this reporting period		
WSoA area of work/Action		
Support/Activity		Provider
Impact/Outcomes from the activity		

Please provide data based **Evidence of impact for children and families** Vs your baseline. If no baseline is available so far, please provide qualitative evidence that reflects childrens and families experience.

Impact	Evidence
6 into 7 communication flows between schools	Anecdotal evidence and feedback that it is “amazing” and makes such a difference. In addition at the Annual review workshop we suggested a “speed dating” session annually for Primary and secondary SENCOs to info share about the cohort. Mechanics of how we make this work to be developed. This should lead to better transitions for Sept 23 intake.

HIGHLIGHT REPORT: DfE Monitoring Visit September 2023

WSOA Priority 10: The lack of strategic direction in the support for children and young people to prepare them effectively for adulthood
Senior Reporting Officer: Alison White (Head of Learning Disabilities and Mental Health, Adults) and Sarah Jamieson (Head of Economy, Employment & Skills)
Date: 6/9/23
Period ending: August 2023

Key	Previous RAG descriptor	Feb 2023 Descriptor
	Not On Track – Area of Risk	Not started and /or will not meet target date - Area of Risk and required escalation
	On Track and Progressing	On track but delayed vs Planned completion date
	Completed	On track on time for Planned completion date
	Impact Evidenced	Delivered and complete

WSOA Action Reference	RAG rating	WSOA Planned Completion date (latest date per ref)	Updated Expected completion date	% complete	Headline Comments
10.1.1 Identify SEND professional/s to liaise with all partner agencies and parents and families to support processes around PfA		Overall April 2022.	Achieved from October 2022	100%	SEND Health and Children’s representatives on Tameside’s Learning Disability and Autism Partnership Boards (all-age).
10.1.2 Ensure the governance structures mean that key stakeholders and leaders are held accountable for the implementation of the plan and key objectives		Sept 2022	May 2023	100%	Transitions steering group commenced December 2022 and continue to meet monthly. Task and finish work actioned from this group to progress PfA Fact Sheets have been shared at parent carer forum and are ready to print .
10.1.3 Source training opportunities for young		April 2023	Event delivered November 2022	100%	The trial of a Young Persons Jobs Fair in November 2022 will be further developed in Summer 2023 to offer support

adults through liaison with DfE and NDTI, with emphasis on Preparation for Adulthood					<p>for progression into EET opportunities through an annual fair.</p> <p>Work is underway to further develop supported internships through the resource provided from the NDTi grant. Bi-annual Jobs fairs continue to take place with the Spring Jobs Fair on 27th April. The trial of a Young Persons Jobs Fair in November 2022 will be further developed in Summer 2023 to offer support for progression into EET opportunities.</p> <p>This is an ongoing piece of work with further Jobs Fairs planned throughout the year.</p>
10.1.4 Review the Transition Protocol and Pathway, consult on and publish in an accessible format		April 2023	October 2023	60%	<p>Workshop took place in early March to review the Protocol, however, there were gaps in attendance. This was followed up via email and a further workshop took place 12th May 2023. The next, and final, workshop is at the end of September where final discussion will take place.</p> <p>Transition Protocol and Pathway will be published in October 2023</p>
10.2.1 Implement a live Tracker (register) for all young people predicted to come into adult social care to inform future planning of provision and demand.		September 2022	November 2022	100%	<p>A Tracker has been developed and reviewed monthly by members of the Transition Panel – the live tracker sits in a shared drive accessible to Children and Adults key partners.</p> <p>The tracker is being continuously refined to support wider PfA improvements in Commissioning including accommodation, and budget monitoring and projections etc.</p>

<p>10.3.1 Align the Preparing for Adulthood Plan strategically with the Tameside Learning Disability Strategy, Tameside Autism Strategy, SEND Joint Commissioning Plan, SEND Improvement and Development Action Plans</p>		<p>Sept 2022 overall</p>	<p>November 2023</p>	<p>50%</p>	<p>Work on the new SEND Joint Commissioning Strategy was delayed due to recruitment of Head of Children's Commissioning. This work can now progress across the system.</p> <p>Due to annual leave and recruitment of the Head of Children's Commissioning this will now be completed by November 2023</p>
<p>10.4.1 Strategic Preparation for Adulthood lead for Health identified</p>		<p>April 2023</p>	<p>May 2023</p>	<p>100%</p>	<p>Person identified as strategic health Lead for PfA- complete. Co-production to establish wishes and feelings of young people with People First Tameside to hear from younger adults (age 18-25 cohort) the group is now established and work has been successful.</p> <p>SEND Young Person's council up and running and it was hoped this can be used as the vehicle to achieve this co-production work for age 14-18 (as well as other outcomes). Work begun, group been asked their views regarding preparation for adulthood and their experiences. There are a few of the group who this is relevant for (some too young). It's been more about confidence building and establishing the group at this stage so can't say have concrete outcomes but has been good vehicle for PfA because Young People have been able to use the group to try new activities and help as a stepping stone to the bigger</p>

					<p>transitions they will face in life, as well as a way to talk to them about what PfA means.</p> <p>The SEND YP council has developed new annual work programme and PfA is on the plan for their agenda for the council for 22/23.</p> <p>Phoebe Willis is the Strategic Health Lead for PfA.</p>
10.4.2 Establish robust systems to check the quality of health provision for children and young people preparing for adulthood across Tameside		June 2022	March 2024	65% for age 14-25 National all age 14+ target of 75%	<p>The final end of year figure (22/23) is 65% for the 14-25 cohort. The target was unfortunately missed by 45 checks (of a total number of 448 young people on the register).</p> <p>As these stats are produced annually the next results come through in March 24. We can evidence monthly progress and trajectory. These stats will now be available from Phoebe Willis</p>

If you have RED rated actions please provide SEND Improvement Group with details on

- **What the issue is preventing the action being completed on time?**
- **What mitigation/action/decision is needed get back on track?**
- **What the expected completion date is if the target date cannot be met?**
- **Confidence level/Risk rating of this getting back on track?**
- **Who you need support / decision/ escalation from?**

Updates on completed: (Blue and Green status)

10.1.1 Identify SEND professional/s to liaise with all partner agencies and parents and families to support processes around Preparation for Adulthood (April 2023)

- Recruitment for a newly created Learning Disability and Autism team in underway with Adult Services. This team will support the needs of young people coming through transition and the autistic community as well as supporting people who have a Learning disability and forensic

needs. The team will provide short and long term interventions to maximise independent living and will respond to urgent and non-urgent referrals carrying out a holistic person centred assessment.

- SEND / Children's reps are members of both the Tameside LD and Autism Partnership Boards, and attendance has improved. Tameside has two separate Boards for Learning Disabilities and Autism, both of which are 'all-age'. In addition, the Exec Member for Population Health Chairs the Tameside Autism Board, and Members are briefed on key developments as appropriate, for example, if a new supported living scheme was being developed.
- There is a Transitions Manager in post to support the Adults transitions work, and a dedicated Transitions Social Worker in Adult Social Care.
- Recent changes in Management across Children's and Adults means that membership to relevant Meetings has been reviewed and engagement of new people in this process is already underway – this is also addressed and monitored through the Transitions Assistant Director Group.
- There is a Transitions (to adulthood) Steering group and Transitions Panel that both meet monthly. A key aspect of this is to consider the accommodation needs for people coming through transition to adulthood so that suitable homes and support can be identified as early as possible. The work of the Transitions Panel feeds into Adults Accommodation Options Group and Homes for All Programme to ensure matching and suitability of accommodation to people is planned.
- All of this work will also link in with the SEND Commissioning Strategy. Children's and Adults. Commissioning colleagues are part of the Board and Meeting arrangements described above.

10.1.2 Ensure the governance structures mean that key stakeholders and leaders are held accountable for the implementation of the plan and key objectives and that these are monitored on a quarterly basis enabling senior leaders across agencies to evaluate effectiveness of PfA arrangements (Sept 2022)

- A monthly meeting of Assistant Directors in Adults, Children's and Education has been put into place to ensure regular senior leadership oversight and ability to escalate any blockages/concerns quickly
- A Transitions Steering Group is embedded with key partner agencies to ensure strategic and collaborative delivery of plans. The refresh of the Transitions Protocol, implementation and monitoring of fundamental PfA actions are a key deliverable of this group.
- Highlight reporting on Transitions work is presented to the Adults Leadership Team on a monthly basis
- Transitions is a key element of the LD and Autism Partnership Boards (all age). Both Boards are reviewing their Implementation Plans for 2023/24 and choosing their key priorities to focus on for this year. Transitions will continue to be part of these Implementation Plans with alignment to the Transitions Steering Group, SENDIG, SEND Commissioning etc. to maintain a strong link throughout cross-cutting pieces of interdependent work and avoid duplication.

10.1.3 Source training opportunities for young adults through liaison with DfE and NDTI, with emphasis on Preparation for Adulthood.

- Economy Employment and Skills (EES) have this year (2022) delivered a Careers & Apprenticeship Fair, attended by 1,000 Year 9 and Year 10 pupils including Samuel Laycock

which caters for pupils from the ages of 11 to 16 with Moderate Learning Difficulties (MLD), Severe Learning Difficulties (SLD) and Autistic Spectrum Condition (ASC).

- A Young Persons Jobs Fair, targeted at NEET young people aged 16-24, was also held in November 2022 with young people supported to attend by organisations including Routes to Work and Works4U as well as the Leaving Care team. This was preceded by a NEET Conference, bringing together staff from multi agencies to develop collaborative working.
- Further work is planned in 2023/24 to develop an EET Strategy which will include a SEND EET target.
- The EES team have also trialled, with a small group, a Reverse Jobs Fair, enabling jobseekers with health related barriers to speak directly to recruiting employers,
- Work is also being undertaken with the SEND Team and EES to develop and increase the Supported Internship offer and this will be taken forward with NDTi. A Supported Internship offer is in place with a partnership model between Active Tameside, Tameside Hospital and Tameside College. There are shared aspirations for supported internships to be available across a wider range of employment sectors.
- Jobs Fairs for all residents are delivered on a bi-annual basis, with the most recent on 27 April 2023. Further plans are in place to ensure that the opportunities offered by the new Co-Op Live Arena are accessible to our young adults, as well as other residents who benefit from additional support.

10.2.1 Implement a live Tracker (register) for all young people predicted to come into adult social care to inform future planning of provision and demand. (Sept 2022 and ongoing)

- A Transitions Tracker has been developed in conjunction with Children's Services, Health, Adults and Finance.
- Due to different IT systems used by partners, the current Tracker was developed as a spreadsheet which key local authority Managers can access in a shared drive
- The tracker is now used to support the Transitions Operational Panel which meets on a monthly basis. The Transitions Manager also meets with key Leads outside of the panel process to update the Tracker.
- The tracker is also used to inform demand and volume growth across a number of areas such as financial planning and projecting future budget, accommodation planning, assessment and care coordination etc.

10.4.1. Strategic Preparation for Adulthood lead for Health identified

- Strategic Health Lead for PfA identified - Head of LD/MH in the Tameside ICB identified, included in relevant spaces and places to provide leadership and accountability for health PfA. Working on pathways, structures and partnerships to drive forward the PfA health agenda and ensure continuous improvement and connection across the whole age range ensuring close working with Children's and Adults.

- 'People First' organisation have launched their project working with young people age 18-25 to co-produce and co-design a space for their voices to be heard and services to be shaped and developed by this. Project was officially launched 1/11/22 although co-production work was taking place prior to this. The group has been very successful so far with a real focus on reducing health inequalities. Self-advocacy groups have been organised and looked at Annual Health Checks (to discuss who has had them, were they any good?) and from this a charter is being written with key learning. The group has worked with partners across GM, and members have attended events and conferences.
- Links have been made with the SEND participation officers Funded at Active Tameside so that this work will reach 14-18 age cohort as well.

Updates on ongoing (Amber status)

10.1.4 Review the Transition Protocol and Pathway, consult on and publish in an accessible format. (Spring 2023 – end of May) Delays on this as stated above. Definitive end day for this now set for October 2023.

- Work is continuing to refresh the Transitions Protocol. This work has been progressed through the Transitions Steering Group with workshops taking place in March and the next one took place in May 2023. Some benchmarking has already taken place to consider national best practice and learning. Another workshop took place in September 2023.
- Further engagement with Parent Carers and young people will be undertaken to refine this protocol before finalisation and sign off.
- A dedicated Adults Information and Communications Lead is being recruited to lead on Adults information offer and website (digital and non-digital, including appropriate development of accessible information) which will link in with the Local Offer support in ensuring PfA Information is developed in a variety of accessible means and communicated across children's and adults. In addition, the Transitions Lead is part of the Local Offer Steering Group for priority 6.
- PfA Fact Sheets have been developed with Parent Carers which provide information about all aspects of PfA, key contact details, and works through 'jargon' to explain what will happen as people transition to adulthood and where to get help. These were signed off by the Parent Carer Forum early May 2023, and have been widely communicated. A key aspect of these factsheets is that there is a QR barcode associated so people could scan this on their smartphones and be directed to the information automatically.

10.3.1 Align the Preparing for Adulthood Plan strategically with the: Tameside Learning Disability Strategy, Tameside Autism Strategy, SEND Joint Commissioning Plan, SEND Improvement and Development Action Plans. (Sept 2022)

- The LD and Autism Plans are aligned with any Transition to adulthood work (see 10.1.1 and 10.1.2) through the partnership boards and are aligned with the Transitions Steering Group
- The SEND Joint Commissioning Plan is undergoing a refresh and the Head of Commissioning for Adults and appropriate Head of Commissioning from Children's and the Tameside ICP are involved in developing the plans.

10.4.2 Establish robust systems to check the quality of health provision for children and young people preparing for adulthood across Tameside

The final annual figure for Annual Health Checks (AHC) for 14-25 cohort was 65%.

- There is monthly performance reporting for annual health check uptake and health action plan which is shared with General Practice and wider stakeholders. This has been monitored monthly via GM ICB Tameside but also quarterly via Tameside's LD partnership Board and NHS Tameside Healthier Lives Group.
- There are Identified Learning Disability Champions in all Practices who meet to share learning, best practice and training. Best practice exercise carried out with highest performing practices to understand process, delivery and shared learning.
- GP practices with a lower uptake of Annual Health Checks (AHC) have been identified; particularly those within 14-25 cohort, then to support these practices from early on in the annual cycle to try to address this moving forward. Meetings will be taking place with these Practices in May 2023 to feedback and look at barriers/challenges. There is one particular outlying group of Practices and a meeting is taking place with Clinical Lead for this group. This approach has had success previously.
- Focus will be to work with the Practices where the AHC's haven't been completed and aim for the cohort to be completed (where possible, clear rationale as to why not if unable to, refused etc. to be reported on). This to be completed monthly so we can make monthly comparisons.
- Audit of completed Annual Health Checks taking place (timescales being finalised) to look at quality of reports and learning from this using Public Health Audit Tool. This will include looking at shared learning for how practices were able to engage and complete the AHC.
- Discussions planned with parent carer forum to discuss any actions and learning regarding this age cohort.
- Annual Health Checks are one element of this wider system approach where the next steps are to looking not only at the numbers of checks being completed but at the overall quality of the checks, and of the subsequent Health Action Plans produced.

For overall target March 2024. These actions will be completed in coming months.

It is of note that although the target was not met, the number of health checks completed for this cohort aged 14-15 were higher in 22/23 than in previous years. The 21/22 figure, for comparison was 63%.

The overall target for all age 14+ eligible for an Annual Health Check was met and slightly exceeded (76%) which overall shows a positive picture.

Previously targeted work undertaken with GP practices has been beneficial and it is hoped by continuing to work on this and other actions detailed that the picture will continue to improve in 23/24.

As these stats are produced monthly we will be producing statistics to evidence month on month improvements and trajectory to evidence progress towards achieving national targets by March 2024.

Action plan will continue as above, GP Mental Health Lead as well as MH & LD Lead involved closely with this work. Information has also been shared with ICB Associate Director of Integration and Delivery.

What Timescale risks are there?

- Front line vacancies adding pressure to delivery of statutory duties, cost of living crisis across the system – social care, primary care etc.
- Understanding in more detail about some governance and mapping of key decisions in line with purdah and all-out election

What Actions will you take to mitigate and what is your revised completion date?

Contained in the body of the narrative for appropriate action.

10. Baseline measures

Are baseline measures in place?

Partially – for Annual Health Checks.

Report on baseline measures

See next section

Outline any that are not yet in place and actions/timeline to get them in place

Not enough evidence, of peoples current experiences and outcomes of 14-25 year olds overall.

- Impact measure 5 - SEND annual survey to show improved satisfaction amongst learners regarding PfA specifically. Follow up meetings with key stakeholders agree best way to engage with cohort taking learning from other local consultations for this age group. Further consideration is required to pull together all the many strands and age stratify our approach so we have a blend of
 - Student councils
 - Student fora
 - SEN need specific clusters
- Volunteers from the Student Survey will be utilised to open the conversation. We will also reach out to Stockport for insights on their CYP voice and learn from what has worked and what is sustainable and garners most engagement.
- Impact measure 4 – Parent Carer survey. Results show further work is needed to ensure information and communication around transition and PfA improves. The PfA Factsheets have been developed as one mitigation to this, co-produced with the Parent Care Forum. In addition, there was some learning and positive feedback at the Local Offer event on 20th April which will be used to inform further work.
- An Audit programme is being initiated for Transitions to Adulthood, the terms of reference and scope are being drafted for sign off.

Any barriers to progress

- Pressures across the system – social care, primary care etc.
- Capacity and resources to deliver this area remains a challenge to progress actions and within timescales.

Key outcomes to be delivered in next 4 weeks?

- Targeted action with GP practices with low uptake of annual health checks
- Sign off and publish protocol with support from IT

Key outcomes to be delivered in next 12 weeks?

- Development of cohesive engagement and co-production mechanisms for SEND aged 14-25 and Parent Carers
- Protocols and pathways to map the journey to inform the draft protocol for young people through transition to adult services.

- Finalise the transitions protocol
- Transition to Adulthood social care audit

External Support received in this reporting period		
WSoA area of work/Action	10.4.1 IM2 10.4.2 IM2	
Support/Activity	Co-production	Provider
		People First Tameside
Impact/Outcomes from the activity	People First have people who are actively engaged in promoting their health and empowered to be part of the wider work undertaken.	

External Support received in this reporting period		
WSoA area of work/Action	10.1.2 IM4	
Support/Activity	Co-production	Provider
		Our Kids Eyes (OKE for Parent Carer Forum)
Impact/Outcomes from the activity	Design and development of the Preparing for Adulthood factsheets.	

Please provide data based **Evidence of impact for children and families** Vs your baseline. If no baseline is available so far, please provide qualitative evidence that reflects children's and families experience.

Impact	Evidence
<p>1. NEET</p> <ul style="list-style-type: none"> • An increase in % of KS4 cohort with SEND who are in Education & Employment or Training to at least be in line with national average of 89% for 2021 (Tameside at 88% in 2020). • SEND Destinations – School Leavers Moving On Report 2021: 84.9% EET, 14.1% NEET 	<ul style="list-style-type: none"> • Remained 88% in 2021 (DfE LAIT) • Figures for 2022 are published in October 2023 and this indicator will be updated <p>However, the most recent local data shows an improvement on the same measure and a positive direction of travel:</p> <ul style="list-style-type: none"> • The percentage of KS4 cohort with SEN in an EET destination is reported in the March 2023 Moving On report as 88.9%, an improved position.
<p>2. An increase in annual health checks for 14-25 year olds with a Learning Disability</p>	<p>Final end of year figure was 65%, which is an improvement on the 21/22 figure.</p>

<p>to be at least in line with the National Target of a minimum of 75% in 2022/23. Currently 63% 2021/22.</p>	<p>As part of the work in this area, Annual Health Checks improvements are part of a wider Preparation For Adulthood agenda. Ongoing co-production work will feed into these improvements. In addition, the High Intensity Use service now has been expanded to support those age 14+. This model will be exploring the quality of services and links with the wider health system. The Staying Close Lead post currently being advertised will enable further support and improvements for those going through transitions in care and support to help us identify further service developments to support the continued quality focus for our PfA cohort and strategy .</p>
<p>3. Maintain the proportion of people (aged 18+) with LD living in own homes (ASCOF 1G) in Tameside. Ensuring we remain above NW average which was 87% in 2021.</p>	<p>NWADASS Q3 2022/23 95% so we remain above the NW average of 87%</p> <p>Indicator going to be discontinued. The national indicator in 2023/24 will look at all long term service users and their accommodation status.</p>
<p>4. Area parent / carer satisfaction survey demonstrates an increase in the proportion of the SEND community who feel included in decisions regarding preparation for adulthood. Following the completion of the survey to acquire an initial baseline by July 2022. Comparing to baseline results, 10% improvement by July 2023, 25% by July 2024, and working towards at least 51%+ of parents reporting a positive experience by December 2024.</p>	<p>Baseline survey results are showing information needs to be improved for young people preparing for adulthood, and work is underway to support this.</p>
<p>5. Young people feel they have greater insight into the opportunities afforded by the PfA process, including supported internships, and complete an annual SEND survey which show improved satisfaction among learners. Following a baseline survey in October 2022, with particular reference to PfA,</p>	<p>The pupil survey was completed in December 2022</p> <p>Initially, this baseline survey was expansive and long. There were some concerns about this and it was felt there would be better ways to engage with children and YP around key topics.</p> <p>Therefore, for the initial survey it was agreed to go with a short survey and PFA/Transitions questions were omitted.</p> <p>Further consideration is required to pull together all the many strands and age stratify our approach so we have a blend of</p>

improvement of 25% from the baseline by October 2023 with at least 51% of young people reporting a positive experience by October 2024.

- Student councils
- Student fora
- SEN need specific clusters

Volunteers from the Student Survey will be utilised to open the conversation. We will also reach out to Stockport for insights on their CYP voice and learn from what has worked and what is sustainable and garners most engagement.