

## Appendix 2 – Send Strategy Joint Action Plan

|   | Priority  | Actions   | By whom  | By When        |
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| 1 | <b>Provide early identification and intervention at all ages to support children and young people and their families to prevent escalation to more specialist services.</b> | Develop a pilot program of support and training on the identification of the wide range of SEND within schools and settings. This work will be enhanced by the support of specialist services such as outreach services, CAMHS, other health specialists, social care etc. who can provide advice, consultation and training to staff in universal settings such as schools and Early Years settings. | Head of 0-25 integrated service/DCO/CCG Manager and Provider leads/Partnership commissioning | February 2020  |
|   |   | Review the support that is available for parents of CYP with SEND particularly CYP with ASD and SEMH, pre and post any relevant diagnosis. Following this review, establish programs of support and training to enable parents to support their CYP at home and in the community.   | DCO/Provider leads/Social Care   | December 2019  |
|   |   | Ensure there are systems in place for a joint response from services to support vulnerable children through a Team Around the Child approach. This should be targeted to children and young people with SEND or those at risk of exclusion so their needs can be met as early as possible to prevent the need for more specialist services.   | Head of 0-25 Integrated Service, Head of Early Help/ Service managers and provider leads.    | ongoing        |
|   |   | Working with schools, review the criteria for additional SEND funding available to support children and young people at SEN Support stage without the need for an EHCP and monitor its use and effectiveness.   | Head of 0-25 integrated Service/Headteachers   | February 2020  |
|   |   | Review and improve the Local Offer ensuring that it is clearly communicated so that families are effectively signposted to universal and targeted services that can support them in the community.  | Local Offer Officer  | September 2019 |
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| <b>2</b> | <b>Make sure that SEN provision in early years' settings, schools, colleges and training providers is of high quality so that children and young people with SEND can be included, make good educational progress and achieve outcomes that are consistently good.</b> | Evaluate the "Effective Leadership: Inclusion Program" currently operating in 20 targeted schools and share best practice at a conference for all schools.   | School Improvement manager  | September 2019 |
|          |  | In collaboration with Medway Education Leaders Association (MELA) Medway Secondary Headteachers Association (MSHA), teaching schools, special schools, the Education Psychology Service and outreach services including health services such as SALT and CAMHS who offer training for school staff, establish a working group to review and develop a coordinated and comprehensive SEND training offer for staff in schools and settings. The training offer will be based on feedback about training needs as well as national developments around SEND and support staff to meet needs across the SEND continuum. | School Improvement Manager/Head of 0-25 Integrated Service/service managers/ Headteachers | December 2019  |
|          |  | Establish arrangements to ensure that alternative provision is of high quality and delivering good outcomes and qualifications for those children and young people for whom this is an appropriate pathway.  | Head of Education   | September 2019 |
|          |  | Provide support for school and early years SENCOs to ensure that they are fully trained on EHCP processes and new SENCOs are inducted to build SEND expertise within settings.   | SEN manager/PEP   | ongoing        |
|          |  | Establish a programme of school to school support with a system of peer review for schools to evaluate their SEND provision in partnership with a SEND expert drawn for example from schools, the Educational Psychology Service or other relevant service.  | School Improvement Manager /Principal Educational Psychologist                            | August 2020    |
|          |  | Develop a programme of moderation across schools undertaken by SENCO networks to ensure that the identification of needs is consistent.  | PEP/SENCOs  | September 2019 |

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|          |   | Implement a multi-agency audit programme of EHCPs to ensure that they are of consistently high quality, delivered within required timescales and that they are holistic and outcome focused.  | Head of 0-25 Integrated Service/DCO/SEN manager                       | Bi monthly /ongoing |
|          |   | Review the format of the EHCP and associated documentation and provide guidance and training for professionals who are involved in the EHC assessment and planning process so that audits of EHCPs show that they are of consistently high quality.   | Head OF 0-25 Integrated Service/SEN manager                           | April 2019          |
| <b>3</b> | <b>Ensure sufficiency of specialist provision in schools, settings and services within Medway so that children and young people can have their health, social care and educational needs met locally.</b> | Work with schools, settings and partners to provide more specialist resourced provision within mainstream schools in Medway as well as more places in special schools so that children can have their education, health and social care needs met locally and reduce the need for out of area placements. This should have a priority focus on ASD, SEMH and MLD. | Head of 0-25 Integrated Service                                       | September 2022      |
|          |   | Publish a school place planning strategy for Medway to ensure there is sufficiency of specialist education places over the next five years and that partner organisations are involved in any new developments that impact on their services.   | Head of 0-25 Integrated Service                                       | January 2020        |
|          |   | Work with partners to ensure that plans to develop new provision such as free schools or independent specialist provision meet the identified needs of Medway children.   | Head of 0-25 Integrated Service/Partnership Commissioning manager/DCO | ongoing             |
|          |   | Review the sufficiency of respite provision and short breaks including shared care, foster carers, and holiday schemes and publish a revised short break statement.   | Head of Children's Social Care/Head of 0-25 integrated Service        | January 2020        |
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| <b>4</b> | <b>Improve outcomes, life chances and opportunities for children and young people with SEND so that they can be as independent as possible with effective transition into adulthood.</b> | Gather and analyse outcomes data to develop and commission high quality alternative provision and vocational pathways that lead to positive outcomes for children and young people with SEND.   | Head of School Improvement                                | September 2020            |
|          |  | Ensure all young people with SEND including those who do not meet the threshold for social care support have the necessary skills, advice, information and support to make informed choices and a smooth transition into adulthood through a coordinated approach across relevant services.   | Head of Early Help/Head of 0-25 Integrated Service        | September 2020            |
|          |  | The post 16 working group to develop and publish a transition to adulthood protocol agreed by all services particularly to secure timely and smooth transitions between children's and adults' services in both health and social care and across educational institutions.   | PEP with working group                                    | December 2019             |
|          |  | Undertake a mapping exercise of provision for young people with SEND age 16-25 (especially for young people aged 19-25) in order to identify gaps in provision and develop appropriate pathways.  | PEP with working group                                    | January 2020              |
|          |  | Create more post 16 opportunities for young people with SEND through for example more supported internships and work experience with a wide range of participating employers.   | PEP/colleges/Partnership commissioning                    | September 2020 an ongoing |
| <b>5</b> | <b>Ensure participation and co-production with children and young people and their parents and carers so</b>   | Continue to develop and strengthen relationships with a wide range of parents/carers and children and young people through Medway Parents & Carers Forum so they are involved in strategic and decision making groups and meetings and support them to actively shape policies, strategies and evaluate service effectiveness and impact that lead to service improvements. | Head of 0-25 integrated service/Medway Parent/Carer Forum | ongoing                   |

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|          | <b>that they are at the centre of all that we do.</b>   |  |   |                |
|          |   | Ensure that parents/carers and children and young people are involved in the co-production of the EHCP including, wherever possible, attendance at a co-production meeting and that there is systematic feedback from them about their experience of the EHCP process and the EHCP itself. | SEN manager /MPCF                                     | April 2019     |
|          |   | Establish a process for regular feedback from parents/carers and children and young people to review and expand the Local Offer ensuring that it is accessible and well communicated and publicised.   | Local Offer Officer /MPCF/participation officer       | June 2019      |
|          |   | Improve communication with, and information for, parents and carers at every stage of the EHC assessment and planning process with systematic feedback into service improvements, in particular about transition points.   | SEN Manager   | ongoing        |
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| <b>6</b> | <b>Provide high quality integrated and accessible services through effective joint commissioning so that vulnerable children and young people can have their needs met locally wherever possible.</b> | Continue to build on the single point of referral for as many services as possible and communicate this through the Local Offer.   | Partnership Commissioning manager/DCO and providers   | January 2020   |
|          |   | Work with partners on a tripartite basis to ensure effective joint planning and funding for local packages of care, health and education to reduce the need for out of area residential placements and to make effective use of resources.   | Partnership Commissioning Manager                     | September 2019 |
|          |   | Gather information through the Local Offer about the gaps in services to inform joint commissioning.   | Local Offer Officer/Partnership Commissioning Manager | ongoing        |

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|          |   | Further develop the pooled funding arrangements to address gaps in services and commission services in an integrated way.  | Head of 0-25 Service/DCO/Partnership Commissioning Manager                                       | January 2020   |
|          |   | Ensure providers commissioned to undertake an assessment have systems to deliver their accessibility policy and that failed appointments related to safeguarding or access are escalated.  | DCO  | December 2019  |
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| <b>7</b> | <b>Enable children and young people with SEND to have the best possible physical and mental health and wellbeing.</b> | Continue to improve access for children and young people and families to services so that assessment, diagnosis and treatment is delivered in a timely way.  | DCO and providers/Partnership Commissioning Manager  | January 2020   |
|          |   | Evaluate the arrangements for the transition from children's mental health services to adult services to ensure a smooth and seamless pathway with protocols in place.   | DCO/Partnership Commissioning Manager  | April 2020     |
|          |   | Promote clear pathways for specialist health and care services aimed at young people aged 19-25 years.   | DCO/ CCG/Providers   | April 2020     |
|          |   | Review the impact of special school nursing arrangements so that the most medically vulnerable children and young people with complex health conditions have timely access to specialist nursing in all schools.   | DCO/CCG/headteachers   | September 2020 |
|          |   | Work with schools and provider networks to undertake a review of provision and services for children and young people with SEMH and develop a framework to access emotional health and wellbeing services across the continuum of need from universal (services for all children and young people) through to targeted and specialist services. The aim is to achieve greater integration and co-ordination of services as well as effective use of resources and expertise available. | Head of 0-25 integrated service/Head of Early Help/Partnership Commissioning /NELFT/Headteachers | September 2020 |