

Appendix 2 SEND Peer Review High Level Action Plan

	Recommendation	Actions	Timeframe	Lead
1	Review current staffing structures to provide more capacity for strategic leadership and planning	Full SEN Service Review to be undertaken	October 31 st 2017	MWT
2	Establish a coherent governance structure that ensures greater accountability for reviewing progress	Governance Plan to be developed and approved by SEND Strategic Board	December 1 st 2017	MWT/ CM /HF
3	Refine the SEF to more clearly demonstrate the identification of strengths, areas for development and key priorities for the Local Area	Complete CDC Local Area Audit tool linked to CCG Tool. Local Area key strategic SEND priorities document to be written.	October 31 st 2017 Completed	MWT MWT/ CM/HF
4	Develop a Local Area SEND plan aligned to the SEF	Overarching Local Area SEND plan to be co-produced with parents representative groups.	December 1 st 2017	MWT/ CM/ HF/CaPa
5	Clarify accountabilities and responsibilities of all stakeholders for the SEND cohort	SEN plan to include specific work on accountabilities for an <i>Assess / Plan / Do / Review</i> cycle across all educational settings to ensure progress towards outcomes.	December 1 st 2017	MWT/GT/RE
6	Improve top level analysis of the range of data currently collected to inform strategic planning	Carry out full SEND review including Educational Resources, Social Care Support and Health Services for CYP with SEND to inform strategic plan.	March 31 st 2018	MWT/CM/HF/CaPa
7	Agree with all schools, colleges and post-16 providers a revised approach to collecting SEND outcomes and progress data which will support greater challenge to those settings where outcomes for the SEND cohort are a concern	Develop and implement a new framework for the collection of outcomes data as part of School Improvement process to feed into the termly School Standards Process with agreed actions to be taken where issues are identified in school performance.	March 31 st 2018	RE / AW / MWT
8	Ensure parents and young peoples' voices are included in strategic planning	Develop and implement a plan for an increase in the number and range of parent and pupil voice participation to be linked to Parent / Carer Forum key objectives	October 31 st 2017	CaPa MWT/ CM/HF

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9	Review current staffing structures to provide more capacity for strategic leadership and planning	Full SEN Service Review (underway)	October 31 st 2017	MWT
10	Improve parental understanding of the Local Offer	Review Local Offer Web Site presentation, accessibility and links as part of ongoing Local Offer Development Plan. Key engagement activities on Local Offer to be developed to assist in co-production with parents	March 31 st 2018	MWT/ Family Information Service .
11	Seek a broader representation of parents on the Parent Carer Forum (CaPa)	Actively recruit additional members as part of CaPa development plan	March 31 st 2018	CaPA
12	Establish a culture where feedback from all parents with children with SEND is more frequently collected and is used to inform practice	Develop and implement plan for routine system of feedback from parents via SEND Statutory Process, School Reviews, Parent Groups and CaPa consultation events Health watch consultation activities implemented	December 1 st 2017 Activities in place	MWT/ CM/HF CaPA HF/MWT
13	Clarify for parents the SEN support offer	SEN Support guidance documentation to be reviewed and published on Local Offer	November 1 st 2017	MWT/ GT
14	Establish a clear framework for the collection and analysis of data	Develop and implement a new framework for the collection of outcomes data as part of School Improvement process to feed into the termly School Standards Process (In line with Recommendation 7 above)	March 31 st 2018	RE / AW / MWT