

VULNERABLE LEARNERS SUB GROUP MINUTES

30th June 2020
Microsoft Teams

CHAIR	Julia Jones – Headteacher - Barons Court
ATTENDEES	Brin Martin, Amanda Champ, Wendy Hackett, Tom Dowler, Sue Walsh, Sarah Greaves, Gary Bloom, Debbie Butcher, Lisa Clark, Julie Hollingsworth, Mark Aspel
APOLOGIES	Steve Cornwall, Taz Syed,
INVITED (DID NOT ATTEND)	

WELCOME AND INTRODUCTIONS/ MINUTES OF THE LAST MEETING

DISCUSSION	
<p>Welcome to all. The minutes from the previous meeting on the 30th July 2020 were agreed as a true representation of the meeting.</p>	
ACTION ITEMS AND UPDATES FROM PREVIOUS MEETING	PERSON RESPONSIBLE
<ul style="list-style-type: none"> • BM to follow up comparison of closed cases during lockdown • TD – accuracy of data – advised it is timing issue, collating of reports creates lag and affects accuracy with live data. • Electronic Devices for Vulnerable Learners – AC updated No further roll out of devices anticipated. Expectation from OFSTED schools have contingency plans in place in case of local/wider lockdown. • JH updated - Survey results collated and follow up conversations with schools took place. • EHCP – Impact of current situation on finalising the plans discussed. Action plans in place. • BM & GB are meeting with Anne Powell- Davies regarding reinstatement of Educational Psychologist visits to schools. • Health support for EHCP discussed – JH advised the next SENCO Borough meeting is taking place on 13th October where issues will be discussed. 	BM

ACCESS AND INCLUSION – COVID VULNERABLE LEARNERS UPDATE

DISCUSSION
<p>BM updated VLSG on schools re-opening. All schools are fully back – BM advised on concerns regarding longer reception transition. Attendance is over 90% - tracked daily by the schools. Concerns expressed regarding correct coding for absences. Experiencing dip in year 7 attendance – reason currently unknown.</p>

AC & TC devised tracking system for all pupils in schools in conjunction with COVID cases.

Number of services resumed visits to schools, some have not stopped. Council staff have to observe protocol for all visits to schools and establishments.

BM will send a note to all schools – to expect restart of physical visits.

Remote learning elements – Further Webinars are planned for all headteachers. BM would like to thank everybody for doing an outstanding Job.

JH reported on children with SEN attendance – all children attending apart from 4 pupils because of extended medical needs awaiting advice regarding medical procedures – this has now been received and is positive.

Concerns expressed regarding correct coding for absences – further investigation needed. VLSG asked for breakdown if absences are related to specific days.

Reduced time tables – VLSG to get report how many students are on reduced time tables

Spread of the virus in Southend – statistics show this is mainly at exits and entrances to schools and congestion while waiting for transport. BM advised we are in conversations with C2C who are providing station management.

Covid Transport Group has been set up to oversee delivery and management. Consultancy Company MocMatt working with Highways co-ordinating delivery of school transport solutions.

AC advised the group there are possibility to influence traffic flow and movement of buss stops. Will feedback to MocMatt regarding the issues discussed.

Exclusion report – CB circulated prior to the meeting. Positive picture overall.

Concerns

- Amendment to Fair Access protocol will have an impact and possibility of APEX being on the increase.
- SEND category higher than national

MA advised that Victory Park exclusions are much lower than national and would like to take opportunity to thank the inclusion team

EHE – increase across the board discussed. Due to lockdown there was no need for parents to home educate, however now showing 250% increase from previous year.

Concerns expressed in tracking Early Years children with no attendance at settings. LY advised early years track and follow up on children where they do attend some form of provision.

CB will provide statistics how many EHE children go back to the original school

SG – updated on LAC. Completed Annual Report and KP's outcomes for LAC. Will share with VLSG – still in draft form and will present at the next meeting.

Post 16 – WH updated the group. Currently going through a tracking process and by the next meeting will be able to give indication on number of NEETs

Working with vulnerable year 11s on a support package together with PLT and YMCA.

GB – updated on EHCPs – return to schools and offers. Increase in requests for assessments nationally. Currently SEND team are near full capacity and working successfully on resolving the issues. Educational Psychology webinars are taking place and continuing.

GB advised work is ongoing to ascertain whether children are provided with offers according to plans.

Will update the group at the next meeting.

Concerns expressed in SEN children transition to secondary schools – GB advised there is no co-ordinated approach and needs to be actioned.

ACTION ITEMS	PERSON RESPONSIBLE
• BM to send communication to schools to expect restart of physical visits	BM

<ul style="list-style-type: none"> AC to feedback to MocMatt regarding transport issues discussed SG to present update on Annual Report for LAC at the next meeting GB – work on co-ordinated approach to secondary schools transition for pupils with SEN GB to provide update on provision of offers correlating with Plans. 	AC SG GB
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UPDATE PLT REPORTS AND QUESTIONS

DISCUSSION	
<p>SBC provision pathway report –</p> <p>MA will provide presentation at the next meeting how does PLT work correlate to the SBC provision pathway report. MA updated PLT is working with students focusing on managing emotions, resilience, managing relationship and communications.</p> <p>Moderation is taking place across 7 academies and working with SHSB and Shoeburyness. MA advised teaching and learning reports have been submitted to CM.</p> <p>MA advised external visitors have come to school looking at different areas supporting learning.</p> <p>Parental survey had positive outcome.</p> <p>Medical report – staff are qualified in medical education and using additional tutors. Medical provision is moving to SACC.</p>	
ACTION ITEMS	PERSON RESPONSIBLE
<ul style="list-style-type: none"> MA to do presentation at the next meeting how does SBC Provision pathway report work within the PLT. 	

AOB UPDATES

DISCUSSION	
<p>Reporting of issues to Education Board. JJ will liaise with BM to highlight issues that need to be reported.</p> <ul style="list-style-type: none"> Exclusions Social Care representation <p>Exclusion rates for Special Schools – Cathy will look at the data from previous year and compare, specially for EHCP children.</p> <p>Checking system for vulnerable children attending PLT</p> <p>Discussion on items for next agenda</p> <ul style="list-style-type: none"> Exclusion rates for Special Schools – CB Vulnerable Children attendance at PLT – checking system Attendance during Covid for vulnerable children EHE summary patterns Summary of FAPs and Inclusion Panel numbers for this term Inclusion Panel – funding breakdown 	
ACTION ITEMS	PERSON RESPONSIBLE
<ul style="list-style-type: none"> JJ to liaise with Brin on items to be reported to Ed Board 	

DATE OF NEXT MEETING

Proposed dates;
26th November 2020
7th January 2021
25th February 2021

SOUTHEND-ON-SEA EDUCATION BOARD, VULNERABLE LEARNERS SUB GROUP

AGENDA

Date:	
Time:	
Place:	Microsoft Teams

Membership:	Representation	Other attendees:
Brin Martin, SBC Jackie Mullan, St Christophers School Julia Jones, Barons Court Lisa Clark, Hamstel Infants School Lesley Yelland, Early Years, SBC Cathy Braun, Access and Inclusion, SBC Vacancy Vacancy Mark Jordan, Parallel Learning Trust Sue Walsh – Safeguarding Manager SEEC Debbie Butcher – Early Help Team, SBC Steve Cornwall – SBC Social Care Sarah Greaves, Virtual Headteacher, SBC Gary Bloom, Head of SEND, SBC Julie Hollingsworth, SEND, SBC Tom Dowler, Operational Performance and Intelligence Team Wendy Hackett – Youth and Connexions Vacancy Taz Sayed – Chair of the Clinical Group	Director of Learning Education Board Education Board Education Board Early Years Access and Inclusion Secondary Special/AP Academy Trust Post 16 Youth Offending Social Care Virtual School SEND SEND Data Team Youth and Connexions Family and Parent Voice CCG	Jana Kenton (PA to Director of Learning)

APOLOGIES

- a) To receive apologies.

WELCOME AND INTRODUCTIONS

- a) To welcome any new members to the group.

NOTIFICATION OF ANY OTHER BUSINESS / ORDER OF MEETING

- a) To note any late item of business, not on the agenda, which any member wishes to raise and to decide whether the urgency of the matter is such as to warrant consideration at this meeting.
- b) To consider any changes to the order of the agenda.

MINUTES OF THE PREVIOUS MEETING

Minutes of the meeting on to be agreed and signed (previously circulated).

TO RECEIVE AN UPDATE ON MATTERS ARISING FROM THE PREVIOUS MEETING NOT COVERED ELSEWHERE ON THE AGENDA

ACCESS AND INCLUSION – COVID VULNERABLE LEARNERS UPDATE

- a) To receive an update from Brin Martin regarding the following during school the school re-opening period:
 - Attendance
 - EHE
 - BAME and disadvantaged pupils (FSM/PP)
 - SBC teams visiting schools to support vulnerable learners
 - Remote learning/tutoring catch up funding

ACCESS AND INCLUSION – COVID VULNERABLE LEARNERS UPDATE

- a) To receive an update regarding the following during school the school re-opening period:
 - CLA – Sarah Greaves
 - BAME – All members
 - Deprivation –All members
 - Post 16/NEETs – Wendy Hackett
 - EHCP – Gary Bloom

- Exclusions data Cathy Braun

ACCESS AND INCLUSION – ANNUAL PLAN

DISCUSSIONS

- a) To agree the focus of the VLSG for the academic year 2020-2021 in line with professionals feedback from the meeting.

OTHER BUSINEES

To discuss any other business as agreed

DATE OF NEXT MEETING AND AGENDA ITEMS