

**Schools Forum High Needs Monitoring Sub-Group  
Thursday 20<sup>th</sup> June 11am-1pm  
Hummersknott Academy**

**Summary of Meeting**

**Attendees and Apologies:**

Paula Ayto ( <b>Chair</b> )	Primary Academy Vice-Chair Schools Forum	Reid Street Primary School	Attended
Alex Nelson	Primary Academy	West Park Academy	Attended
Deb Hindson	Primary Academy	Heathfield Academy	Apologies
Caroline Green	Special School	Beaumont Hill Academy & Marchbank Free School	Apologies
James Keating	Secondary Academy	Hummersknott Academy	Attended
Sally Hudson	Maintained	Rise Carr College (PRU)	Attended
Andy Gilpin	Non School/Post 16	Darlington College	Apologies
Rachel Somerville	Secondary Academy	Hurworth School	Attended

**Local Authority:**

Joanne Littler	Interim Head of Service for SEND & Inclusion	Attended
Emma Clennell	Finance Manager	Attended
Helen Watson	Senior Strategic Commissioning Manager – Children/Young People and SEND	Attended
Eleanor Marshall	Education Partnerships Officer	Attended

<b>Item No.</b>	<b>Item Discussion</b>
1	<p><b>Welcome, introductions and apologies</b></p> <p>Register/Declaration of business interests – None</p> <p>Any Other Business – None</p>
2	<p><b>Minutes of meeting held on 18<sup>th</sup> April 2024</b></p> <p>The minutes were accepted as an accurate record of the meeting.</p> <p><b>Matters Arising</b></p> <p><b>ISP case study</b> – JL presented an ISP case study. It was agreed the learning included earlier intervention and a more holistic approach could have met needs in a different way. The group discussed the importance of CYP voice.</p> <p><b>Item 4 – OT update</b></p>

	<p>The referral route for schools and the the LA OT sensory offer including the Sensory Smart Families sessions was discussed. It was agreed there is some lack of understanding of the core offer and the individual work with pupils. It was suggested that an update to SENCoS would be helpful.</p> <p><b>Action: JL to liaise with Anne Davidson for further SENCo support.</b></p> <p>The group also asked what secondary regulation support there was in place relating to the primary transition.</p> <p><b>Action: JL will request an update from Anne Davidson</b></p> <p><b>AOB item – Liquid Logic (LL)</b></p> <p>JL confirmed that data cleansing is still ongoing in LL and that she has requested a year-on-year SEND2 analysis from LL. This has been requested for a DfE meeting. She also pointed out that the ongoing data work will support the WSOA monitoring visit which is due in September 2024.</p>
3	<p><b>Membership update</b></p> <p>The Chair suggested that non attendees be contacted to confirm their commitment to this subgroup.</p> <p><b>ACTION: JL to contact persistent non attendees.</b></p>
4	<p><b>Resource Base Update</b></p> <p><b>The Heathfield base</b> will be open from September and referrals will be approached from this point. Contracts and specifications are still being finalised.</p> <p><b>The Hurworth base</b> discussions are leading to a review of finances, and these will be presented at a future meeting. A significant change request would need to be submitted and the same process as the Heathfield base would be proposed.</p> <p>The group discussed a tiered model to ASD and noted that we are still awaiting the free school to provide support to this approach.</p> <p>The group noted the support primary schools provide in areas of nurture and cognition and learning that are not replicated in secondary settings.</p> <p>The concern surrounding high AP costs was discussed and affordability for some schools.</p>
5	<p><b>Outreach Review Update</b></p> <p>All specifications are being refreshed for September 2024. There are no major changes proposed at this point with services. The focus however is to reaffirm the baseline in term one, obtain key case studies and impact and outcome evidence in the Autumn term. Developing a clear public domain overview as to the outreach offer, how to refer and first line responses is a key priority for the Autumn term.</p>
6	<p><b>Beaumont Hill Academy (BHA) Minimum Funding Guarantee (MFG)</b></p>

	<p>The presentation that was given at Schools Forum was previously circulated. It was noted that a minimum funding guarantee of a 5b is now in place for BHA and a memorandum of understanding is in place in principle from September.</p>
6	<p><b>Meeting Schedule/next meeting</b></p> <ul style="list-style-type: none"> <li>• It was agreed to cancel the next meeting on Thursday 18<sup>th</sup> July 2024 – 10am.</li> <li>• 2024/25 dates would be programmed on a similar basis as this academic year.</li> </ul>
7	<p><b>Any other business</b></p> <p>Future programme activity was discussed and agreed:</p> <ul style="list-style-type: none"> <li>- 6-day cover spend/new models</li> <li>- Hurworth Resource Base business case</li> <li>- Revised safety valve plan</li> </ul>

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