

Minutes of the Advisory Group Meeting for Cumbria SENDIASS

Venue: People First Conference Centre, Carlisle

Time and date: 10.30 am Thursday 4th July 2019

1. Attendees: Harry Harrison CCG, Tracey O’Roarty SENDIASS Manager, Angela O’Connell, Carlisle College, Jill Ireland, parent, Di Routledge, CCC Send Team, Hayley Stewart, parent and PCF member, Hannah Graham, SENCO Kingmoor Junior School, Shirley Murphy, Chair PCF, Fay McEwan, People First, Tom Graham, Trainee People First, Adrienne Gill, Autism Group, Helen Leader LA link for SENDIASS

Apologies: Kerry Dunbobbin, Dep head James Rennie, Fay Kabbara - LIS

Everyone introduced themselves – great to have such a range of people from such a range of organisations and a young person. Everyone told us what they did in their organisation.

2. Helen Leader gave an introduction about the SENDIAS Service and a description and overview for everyone about the work that the co-ordinators do. She then led a discussion around the Minimum Standards for the service and where we are aiming to go as a service.

Action arising: Invite all Cumbrian colleges to SENCo training

Action arising: Send SENDIASS flyer to everyone with minutes for information

3. There were discussions around the terms of reference and amendments were made to parts of the terms of reference in line with comments made. Revised terms of reference will be circulated with minutes.
4. Participants are asked to sign and return terms of reference to Tracey O’Roarty.
5. Role of Chair – role discussed and Tracey asked for a volunteer to take up the role of chair for the group. Hayley Stewart kindly volunteered to be the chair. Participants were asked to consider being the vice chair in time for the next meeting.
6. Regular agenda items were discussed and the following was agreed:
 - SENDIASS Development plan
 - SENDIASS policy e.g. confidentiality policy
 - Co-production with parents
7. AOB – Tracey asked if there was any interest amongst parents on the group to be on SEND working groups set up in response to the Ofsted inspection Written Statement of action – some parents have volunteered and Shirley Murphy was collating the contact details to pass onto Dan Barton, AD.

8. There was a discussion around having representation from around the county and it was agreed to move the meetings to different areas each term to encourage parents from different parts of the county to take part at meetings.
9. Date of next meeting 15th October 11am to 1pm Voreeda House (CCG building), Friargate, Portland Place, Penrith, Cumbria, CA11 7QQ - park up the hill or public car park nearby

H Leader 10.7.19