

**Bexley Local Area Partnership
Priority Action Plan
Children and Young People with Special Educational Needs and/or
Disabilities (SEND)**

April 2024



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1. Introduction

The Local Area Partnership is committed to continuous improvement to deliver the best outcomes for children and young people with SEND in Bexley. Between 20th November and 8th December 2023, Ofsted and the Care Quality Commission (CQC) undertook a joint inspection of the Bexley local area. The purpose of inspection was to:

- provide an independent, external evaluation of the effectiveness of the local area partnership's arrangements for children and young people with SEND; and
- where appropriate, recommend what the local area partnership should do to improve the arrangements.

In response to the feedback from the inspection, this Priority Action Plan identifies the actions the partnership will take to address the identified Areas for Priority Action and Areas for Improvement. An update of our Local Area SEND and Preparing for Adulthood Strategic Plan will be published in July 2024. This will further describe how we intend to improve the experiences and outcomes for children and young people with SEND who live in Bexley.

What we aim to achieve is timely identification of need, timely assessment and provision of support to meet the identified needs of children and young people with SEND, early intervention and the right support to assist young people to prepare for adulthood. This includes a focus on the quality of education, health and care plans (EHCP's), including annual reviews and timeliness of Education, Health and Care Plans (EHCP) amendments, as well as timely access to speech and language and occupational therapies. Key to this is strengthening our partnership arrangements to commission the most effective services for children and young people based on an accurate understanding of needs, performance, and gaps in provision.

This Priority Action Plan has been developed and co-produced in collaboration with all key partners, parents, carers and young people via a range of co-production approaches including: -

- Parent/carer focus groups with over 40 attendees.
- Two Local Area Partnership workshops.
- A SEND Improvement Board Member focused session.
- Health provider and SE London Integrated Care Board review and input.
- Engagement with a number of different children and young people's groups with over 50 attendees.

- Engagement session with children and young people voluntary services partnership group.

Bexley Local Area SEND Partnership spans a broad range of partners, services and stakeholders. They include the Integrated Care Board, Healthcare Providers, Education Settings (from Early Years through to Further Education including mainstream maintained schools, academies, special schools, alternative provision (AP) providers), Local Authority Services, independent third sector services and providers, Bexley SEND Independent Advice and Support Service, parents, carers and children and young people. London Borough of Bexley and SE London ICB are the responsible bodies for the delivery of the Priority Actions, but to deliver positive change it is essential that all partners are committed to, and play their role in, the improvements set out in this plan.

To achieve our goals and to deliver on our key priorities for improvement at pace, we will strengthen our governance, oversight, data scrutiny and accountability across the partnership. Scrutiny of data, of the impact of our actions and listening to the views of children and young people with SEND and their families, will be the key feature of our revised governance arrangements.

<p>Paul Thorogood Chief Executive London Borough of Bexley</p>	<p>Andrew Bland Chief Executive NHS SE London Integrated Care Board</p>
<p>Stephen Kitchman Director for Children’s Services London Borough of Bexley</p>	<p>Paul Larrisey Interim Chief Nurse NHS SE London Integrated Care Board</p>

2. Strategic Vision and Ambition

LB Bexley local SEND partnership strategic vision and ambition: SEND Strategy 2024-2027

The Partnership is currently updating the SEND and Preparing for Adulthood Strategy, and this will be an integrated strategy to reflect the importance of preparing young people with SEND for adulthood. We completed a public consultation exercise which ended on 9th February 2024. This consisted of an online survey with easy read and hard copies available with additional support offered through the Local Offer to support in completing the survey. The survey was advertised through stakeholders including our Local Offer, parent group forum, press releases, email promotion and social media posts. Then consultation was also reviewed by Childrens Services and Education Overview and Scrutiny Committee.

During this consultation we asked whether our local area agreed with the following vision for our children and young people.

All children and young people with Special Educational Needs and/or Disabilities aged 0-25 years living in Bexley have good social relationships, stay healthy and as they move into adulthood that we work together towards the life they want.

We also asked whether, as part of this vision that it:

Advocates for a more inclusive and supportive environment for children and young people with disabilities in Bexley and a focus on independence, access to social activities, education and support services.

Over 80% of respondents agreed with our vision.

The consultation also asked whether respondents agreed with our following key ambitions: -

- Children and young people with SEND have access to the right support at the right time.
- Children and young people with SEND have opportunities to live a fulfilled adulthood.
- Bexley has a sufficient, inclusive and effective local SEND workforce.

Over two-thirds of respondents agreed with these ambitions. Our ambitions are underpinned by the general shared working principles:

- We are all responsible for ensuring that our children and young people who have Special Educational Needs and/or Disabilities have the opportunity to thrive in life.
- We actively listen and seek to hear both the individual and collective voice of children, young people and their families.
- We deliver our services, conscious of the cultural diversity of our local communities.

69% of our responders agreed that these are the right principles.

Themes identified through the consultation that are being used for focused engagement discussions are:

- Good quality Education, Health and Care Plans.
- Comprehensive, timely support that is personalised.
- Early and continuous support into adulthood.

The partnership is now arranging a number of detailed focus groups with our families and young people to develop these high-level priorities into specific actions. Once signed off these will be turned into our Local Area Strategic Plan.

3. Governance and Delivery

Building on the close partnership working that already exists and under the auspices of the appropriate Corporate and Partnership Boards including the Health and Well Being Board, the governance arrangements for our improvement work will be:

SEND Executive Core Group. This group will be responsible for determining joint funding and resource decisions and will be the link between the SEND Improvement Board and partners' appropriate corporate management boards. This group will be key to resolving any issues and barriers to ensure there are rapid improvements. Meeting bi-monthly, its membership will be the SEL ICB Place Executive Lead , SE London ICB Interim Chief Nurse, LBB Director of Children's Services, LBB Director of Adult Social Care, Director of Integrated Commissioning, Oxleas NHS Trust Director for Children and Young People, Bromley Healthcare Director of Children and Young People, LBB Director of Public Health, LBB Deputy Director Education, LBB Deputy Director of Adult Social Care, LBB Head of SEND and LBB Head of Strategy Projects and Complaints.

SEND Improvement Board. This will be the existing SEND Board but will now be chaired by an independent and external Chair. The Board will meet monthly and will oversee the delivery of the Priority Action Plan and the SEND and Preparing for Adulthood Strategic Plan. This local area partnership board will provide both support and challenge across the partnership, facilitating solution-focussed practice to resolve issues and barriers that impact on the timely delivery of actions. Parent carers are members of this board. The Chief Executives of London Borough of Bexley (LBB) and NHS South East Integrated Care Board (ICB) designate, as well as the LBB Director of Children's Services will meet with the Board's Independent Chair monthly to seek assurance on progress.

SEND Operational Oversight Group. This group will be co-chaired by the LBB Deputy Director Education, Children, Young People and Maternity Programme Manager ICB, LBB Deputy Director of Adult Social Care and will be responsible for ensuring the actions set out on the Priority Action Plan and Strategic Plan are implemented and the impact of these actions are measured to ensure we are achieving the outcomes and improvements required with urgency. There will be four themed task and finish groups reporting to the Operational Oversight Group. Each of the task and finish groups will be made up of internal and external partners and stakeholders including parental groups.

Bexley SEND Improvement Programme – Governance



All Local Area Partners share a co-responsibility for the actions in this Priority Action Plan. Co-production and multiagency partnership working are at the heart of our improvement work. We will also meet with representative groups of children and young people through a newly formed Children and Young People with SEN and Disabilities Group to ensure that they shape the development of services.

4. Monitoring progress of improvements

The SEND Improvement Board will receive monthly updates from the SEND Operational Oversight Group incorporating updates from the work undertaken by the Task and Finish Groups. A named role has been identified for each of the Priority Areas and they have overall accountability for the actions in the relevant sections of the Priority Action Plan.

A performance monitoring data scorecard will be in place which covers the key measures for each of the improvement priorities. Each of the sub-groups of the SEND Operational Group will be responsible for monitoring their part of the priority action plan and providing evidence of impact to demonstrate improvement. Actions will be signed off by the SEND Improvement Board.

A SEND and Preparing for Adulthood Quality Assurance Strategy will be developed as a priority and will clearly set out how the quality of services for children and young people with SEND will be regularly and robustly monitored.

The Local Area Partnership recognises that a culture of scrutiny and collaborative support is critical to successfully achieving the improvements required. This high support and challenge will be provided by the SEND Improvement Board and Executive Core Group. Leaders will expect to be held to account for the areas they lead on and to provide detailed analysis when actions are not being progressed as expected, and to take the steps necessary to improve outcomes.

5. Areas for Priority Action		Responsible Body
1.	<p>Leaders across the partnership should act with urgency to improve how well they ensure that children and young people are being effectively prepared for adulthood. They should particularly focus on ensuring that:</p> <ul style="list-style-type: none"> • annual reviews from Year 9 and any subsequent amendments to EHC plans, include a clear focus on how the child and young person will be supported to achieve the best outcomes in adult life. • they identify and go on to plan how to meet the child or young person’s preparing for adulthood outcomes across education, health and social care. 	London Borough of Bexley and Southeast London ICB
2.	<p>Leaders across the partnership should act with urgency to ensure that:</p> <ul style="list-style-type: none"> • amended EHC plans are completed and issued in a timely way Inspection report: Bexley Local Area Partnership 4 December to 8 December 2023. • EHC plans better reflect the current needs and provision for the child or young person across, health, education and social care, particularly as they move through different phases of education. • they improve and embed processes for the quality assurance of EHC plans and annual reviews. 	London Borough of Bexley and Southeast London ICB
3.	<p>Leaders across the partnership should work at pace to address the delays and gaps in the commissioning and provision of speech and language and occupational therapy. They should ensure that there is equity of provision across Bexley for children and young people to access speech and language and occupational therapies in order to meet their needs.</p>	London Borough of Bexley and Southeast London ICB

Areas for Improvement		Responsible Body
1.	<p>Leaders across the partnership should strengthen how the voices of children and young people are being used to make improvements to services and experiences. This should include how children and young people are actively involved in genuine coproduction.</p>	<p>London Borough of Bexley and Southeast London ICB</p>
2.	<p>Leaders across the partnership should improve how they use data and information about children and young people with SEND and their families to ensure that:</p> <ul style="list-style-type: none"> • practitioners have access to up-to-date and accurate information so that everyone works in a joined up and effective way. • they can evaluate their work more accurately and rigorously, and • they more effectively secure improvements to services and provision. 	<p>London Borough of Bexley and Southeast London ICB</p>

RAG status	
Blue	Action complete, impact measures achieved and approval to close obtained from the SEND Board
Green	Action on track to achieve the impact measures and within the timelines set
Amber	Action at risk of not achieving the impact measures and/or completion within the timelines set.
Red	Action at significant risk of not achieving the impact measures and completion within the timelines set.
Grey	Action not due to start

Priority Action 1

Leaders across the partnership should act with urgency to improve how well they ensure that children and young people are being effectively prepared for adulthood. They should particularly focus on ensuring that:

- annual reviews from Year 9 and any subsequent amendments to EHC plans, include a clear focus on how the child and young person will be supported to achieve the best outcomes in adult life
- they identify and go on to plan how to meet the child or young person’s preparing for adulthood outcomes across education, health and social care.

Outcomes

- Parents/ carers and young people report that their annual reviews from year 9 include discussions and the start of planning for transition to adulthood.
- Young people tell us that they have been involved in discussions about and have clear support and guidance to prepare them for adulthood.
- Parents and carers understand the offer of support/ guidance for transition to adulthood.
- Children, young people and their families say that they have access to the information and advice they need when preparing for adulthood.
- There is a robust SEND and Preparing for Adulthood Quality Assurance Strategy implemented.

Lead Officer

Director of Integrated Commissioning

Ref/ Aim	What we will do/ Action	Action completion date	Responsible Partnership Lead(s)	Action milestones/ progress	Action BRAG /date completed	Impact measures/ KPIs	Impact BRAG
1.1. To improve how well children and young people in Bexley are being prepared for adulthood.	1.1.1 Finalise and publish our SEND/Preparing for Adulthood Strategy 2024-2027.	1 st July 2024	Associate Director, Adult Social Care Head of SEND, LBB	By February 2024, the SEND /Preparing for Adulthood Strategy is in draft form and this has been to formal consultation.		The Local Area SEND and Preparing for Adulthood Strategy is published and disseminated, clearly describing the Local Area Partnership ambitions for	

			ICB Director Integrated Commissioning	<p>By March 2024, analysis of the consultation responses has taken place and further engagement sessions are being planned to explore the themes identified during the consultation and identify the priority actions.</p> <p>By June 2024, a project plan is in place to ensure the Strategy is monitored and scrutinised by relevant Boards and Committees.</p>		<p>children and young people with SEND.</p> <p>Parents/carers and young people are clear what the Local Area Partnership ambitions are for them.</p>	
	1.1.2 Co-Produce Local Area SEND and Preparing for adulthood Strategy Action Plan.	1 st July 2024	<p>Head of SEND, LBB</p> <p>Associate Director, Adult Social Care</p> <p>Policy and Strategy Officer, LBB</p>	<p>Engagement/ co-production sessions are held during March and April 2024 with parents/carers/children/ young people to explore the consultation responses and inform the Strategic Plan.</p>		<p>A co-produced SEND and Preparing for adulthood Strategy Action Plan is published based on the voice of young people.</p> <p>Roles, responsibilities and accountabilities are clear within the plan and supported by associated</p>	

				From July 2024, monthly progress reports are presented to the SEND Improvement Board that clearly show the actions taken and that these actions are having the anticipated impact.		<p>milestones and key performance indicators.</p> <p>This strategic plan ensures that leaders are clear on the improvement actions to be taken and children, young people and their parents and carers understand that commitment.</p> <p>The strategic plan is robustly monitored, and actions scrutinised to ensure the required impact is achieved.</p>	
1.2 To ensure that Young People and their families have access to information, support and guidance when preparing for adulthood.	1.2.1 To create a Local Offer Apprenticeship Post with the purpose of ensuring continual review of the Preparing for adulthood information by a young person with young people.	July 2024	Head of SEND LBB Children, Young People and Maternity Programme Manager ICB	In March 2024, develop business case for Local Offer Apprenticeship Post.		<p>There is additional capacity to ensure that the Local Offer is reviewed with children and young people.</p> <p>Children and Young People tell us via a survey that they have access to impartial information, advice and support that enable them to make informed choices about their future.</p>	
				In April 2024, obtain approval for the funding for this post.			
				In May 2024, advertise and recruit to the Local Offer Apprenticeship Post.			

	<p>1.2.2 To review the Preparing for Adulthood information and guidance available on The Local Offer and ensure that impartial information and advice is available.</p>	<p>January 2025</p>	<p>Young Person with SEN and Disabilities Group</p> <p>Co-production Lead (new post)</p> <p>Local Offer Officer</p> <p>SENDIAS Lead</p> <p>ICB Bexley Communications and Engagement Officer</p>	<p>Between July 2024 and October 2024, review and update the preparing for adulthood information on The Local Offer.</p> <p>By October 2024, share information from The Local Offer with wider online resources such as the Adult Social Care Website and “Connected Bexley”.</p> <p>In September 2024, Co-produce a “SENCo Preparing for Adulthood Toolkit” that aims to provide guidance to SENCo’s who assist young people who have SEN Support needs to Prepare for Adulthood.</p> <p>In October 2024, the “Bexley Guide to Preparing for Adulthood” is updated.</p>		<p>The hits on the Preparing for Adulthood pages of The Local Offer increase indicating that more children and young people are accessing this information.</p> <p>Children and young people tell us via a survey that they have access to impartial information and advice that enable them to make informed choices about their future.</p>	
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	1.2.3 To increase the reach of The Local Offer by fully implementing the marketing plan.	December 2025	Head of SEND, LBB Local Offer Officer, LBB	In September 2024, complete publicity of The Local Offer targeted at school SENCo's. In December 2024, complete a survey of Bexley SENCo's to ascertain their awareness of The Local Offer.		Every SENCo has a poster about SEND to hand out/ talk to/ share with parents and the child/young person. 70% of Bexley SENCo's report that they are aware of The Local Offer and able to access the information they need on The Local Offer and signpost young people and parents to The Local Offer. The hits on The Local Offer website increase.	
	1.2.4 To provide additional joint funding to the SENDIAS Service to allow the recruitment of a Young Persons Preparing for Adulthood Advisor.	July 2024	IASS (Information Advice & Support Service) Service Lead Head of SEND Community Safety Manager Children Young People and Maternity Programme Manager ICB	In March 2024, develop a business case for additional joint funding for the SENDIAS Service. In April 2024, obtain approval for the funding for this post. In May 2024, advertise and recruit a Young Persons Preparing for Adulthood Advisor.		Feedback gathered by the SENDIAS Service shows that children, young people and their families report that they received a timely response and appropriate preparing for adulthood advice and support from the SENDIAS Service.	

	1.2.5 Continue the Bexley Voice and partners programme of Preparing for Adulthood workshops that are delivered to parent carers by providing speakers and materials on specific topics, as requested by Bexley Voice.	May 2024	Head of SEND Designated Clinical Officer SEND Designated Social Care Officer	In March 2024, review the funding available to Bexley Voice and agree the business outcomes for 2024/25. In April 2024, identify dates for the Lived Experience Preparing for Adulthood parent/carer workshops. September 2024 – July 2025, Lived Experience Preparing for Adulthood workshops are completed and the feedback and ideas from parents and carers are gathered and presented to the SEND Improvement Board.		Parents and carers tell us that through facilitated workshops they accessed speakers and practitioners to have access to impartial information, advice and support that enable them to make informed choices about their future. The voices of parents and carers are heard and used to shape service developments.	
1.3 Improve the quality of the EHCP Annual Reviews from Year 9 onwards to ensure there is clear focus on how the child and young person will be supported to achieve the best outcomes in adult life.	1.3.1 To work with young people, their parent/carers and SENCo's to review and implement an improved process for Post 14 annual reviews.	June 2025	Head of SEND Designated Clinical Officer SEND Senior Quality Assurance SEND Officer	From July 2024, to meet with young people, parents, carers to review the format of the Post 14 EHCP to ensure it reflects the revised Preparing for Adulthood Process taking account of national EHCP Format developments.		The Post 14 EHCP format co-produced by young people, their parent/carers and SENCo's is reviewed and supports the revised Preparing for Adulthood Process. Children, young people and their families tell us that	

			<p>Deputy Manager for Preparing for adulthood (Adult Social Care)</p> <p>SEND Project Officer/ Change Lead</p> <p>Programme Manager</p>	<p>From July 2024, to meet with SENCo's to review the format of the Post 14 EHCP to ensure it reflects the revised Preparing for Adulthood Process taking account of national EHCP Format developments.</p>	<p>their Post 14 annual review process is valuable and was held on time.</p> <p>By December 2024, 45% of children and young people tell us their Post 14 annual reviews are helpful and that they are clear about the provision they will receive to prepare them for adulthood.</p> <p>By June 2025, 80% of children and young people tell us their Post 14 EHCP annual reviews are helpful and that they are clear about the provision they will receive to prepare them for adulthood.</p>	
	<p>1.3.2 To identify a Local Area who support young people preparing for adulthood well and review their Post 14/Transition Annual Review Process and paperwork to identify areas of good practice we can learn from and embed in Bexley Local Area.</p>	<p>June 2024</p>	<p>Chair of Preparing for adulthood Task and Finish Group</p> <p>Head of SEND</p> <p>Designated Clinical Officer SEND</p> <p>Senior Quality Assurance SEND Officer</p>	<p>In May 2024, meet with another local area who support young people preparing for adulthood well and identify their good practice, including processes and paperwork and how they obtain feedback from children and young people and their families.</p>	<p>Children, young people and their families tell us that their Post 14 annual review process is valuable and was held on time.</p> <p>By December 2024, 45% of children and young people tell us their Post 14 annual reviews are helpful and that they are clear about the</p>	

			<p>Deputy Manager for Preparing for adulthood (Adult Social Care)</p> <p>SEND Project Officer/ Change Lead</p> <p>SEND Improvement Programme Manager</p>	<p>In September 2024, Co-produce a “SENCo Preparing for Adulthood Toolkit” that aims to provide guidance to SENCo’s who assist young people who have SEN Support needs to Prepare for Adulthood.</p>		<p>provision they will receive to prepare them for adulthood.</p> <p>By June 2025, 80% of children and young people tell us their Post 14 annual reviews are helpful and that they are clear about the provision they will receive to prepare them for adulthood.</p>	
	<p>1.3.3 Identify and secure external support from a Preparing for Adulthood organisation to assist us to identify areas of good practice to inform a review and reform of our EHCP Annual Review and</p>	<p>August 2024</p>	<p>ICB and Local Authority Leads</p>	<p>June 2024, to identify an external organisation that are able to identify good practice to inform our Post 14 preparing for Adulthood EHCP annual review process.</p>		<p>EHCP Annual Reviews and Preparing for Adulthood Processes are reviewed and required improvements made based on best practice evidence.</p>	

	<p>Preparing for Adulthood process.</p>			<p>In June 2024, to work with this external organisation to plan a series of workshops and training for health and social care EHCP advice providers, SEN Case Officers and SENCo's aimed at improving our understanding on how to improve the EHCP Annual Review process and the quality of Post 14 EHCP's.</p> <p>From July 2024 to March 2025, deliver workshops and training.</p> <p>In July 2024, co-design and implement a survey with parents and young people to be completed by all young people, their parent/carers and SENCo's to assess how well supported they were during their annual review and how well their needs, aspirations, support and pathways are described in the EHCP.</p>		<p>Children, young people and their families tell us that their Post 14 annual review process is valuable and was held on time.</p> <p>By December 2024, 45% of children and young people tell us their Post 14 annual reviews are helpful and that they are clear about the provision they will receive to prepare them for adulthood.</p> <p>By June 2025, 80% of children and young people tell us their Post 14 annual reviews are helpful and that they are clear about the provision they will receive to prepare them for adulthood.</p>	
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	<p>1.3.4 Early Intervention Team Planning meetings will specifically identify children with EHCPs in year 9 to explore where additional professional involvement is required to support preparing for adulthood.</p>	<p>June 2024</p>	<p>Early Intervention Team Managers</p>	<p>In June 2024, Early Intervention Team practitioners will start to use planning meetings with education providers to specifically identify children with EHCP's who will require additional support from them and will plan that support around the child.</p>		<p>Children and young people's needs have been accurately identified as they move towards year 9.</p> <p>Children, young people and their families tell us that their Post 14 annual review process is valuable and was held on time.</p> <p>By December 2024, 45% of children and young people tell us their Post 14 annual reviews are helpful and that they are clear about the provision they will receive to prepare them for adulthood.</p> <p>By June 2025, 80% of children and young people tell us their Post 14 annual reviews are helpful and that they are clear about the provision they will receive to prepare them for adulthood.</p>	
	<p>1.3.5 Implement the Quality Assurance Process of Post 14 EHCP's and annual reviews as part of a wider SEND</p>	<p>June 2024</p>	<p>Senior SEND Quality Assurance Officer, LBB</p> <p>Designated Clinical Officer SEND</p>	<p>In May 2024, provide revised training to EHCP auditors to ensure they are aware of what a Post 14 EHCP should contain.</p>		<p>Monthly multi-agency audits and quarterly themed Preparing for adulthood Audits of EHCP's show that 80% of the plans reflect children and young people's</p>	

	Quality Assurance Strategy.		Head of SEND, LBB	<p>From June 2024, complete a themed preparing for adulthood EHCP audit on 15 new and amended EHCP's every 3 months.</p> <p>From June 2024, report outcomes of audits to SEND Improvement Board.</p>		<p>ambitions and clearly describe the support and provision a young person will receive to achieve individual identified Preparing for adulthood outcomes.</p> <p>Learning from Audits is identified, improvement actions are identified, and these are shared with practitioners and their managers.</p>	
	1.3.6 Improve the quality of health advice provided for EHCP assessments and reviews for young people aged 14-25 as part of a wider SEND Quality Assurance Strategy.	June 2025	<p>Designated Clinical Officer SEND</p> <p>Oxleas NHS Trust Specialist Children and Young People and CAMHS Managers</p>	From May 2024, complete quarterly audits of the health advice provided for EHCP assessments and reviews for young people aged 14 to 25 years.		80% of the health advice provided for EHCP aged 14 to 25 years, assessments and reviews is of good quality, addresses the preparing for adulthood outcome area of 'being healthy in adulthood'.	

			<p>Adult Learning Disability Team Manager</p> <p>Adult Continuing Health Care Service</p> <p>Primary Care</p>	<p>May 2024, scope with the SEL ICB SEND network adult health advice procedures for young people with EHCP who do not require specialist community health services.</p> <p>From September 2024 to March 2025 implement and review adult health advice pathway to EHCP. Complete training on provision of quality statutory advice with providers of health advice for young people 14 to 18 and 19 to 25 years.</p>		<p>There is a clear plan in place to address the quality of any health advice not assessed as good.</p>	
	<p>1.3.7 All Proposed Amended EHCP's amended following Post 14 Annual Reviews are quality assured by SEN Team Managers before being issued, linked to a wider SEND Quality Assurance Strategy.</p>	<p>June 2024</p>	<p>Senior SEND Quality Assurance Officer, LBB</p> <p>Designated Clinical Officer SEND</p> <p>Head of SEND, LBB</p>			<p>Monthly multi-agency audits and quarterly themed Preparing for adulthood Audits of EHCP's show that 80% of the plans reflect children and young people's ambitions and clearly describe the support and provision a young person will receive to achieve individual identified Preparing for adulthood outcomes.</p>	

<p>1.4a Identify the cohort of young people with less complex needs who may not have an EHCP, but who do need support to prepare for adulthood.</p> <p>1.4b Identify the number of young people and profile of needs to inform commissioning plans, to be developed in line with partners' commissioning cycles.</p>	<p>1.4.1a Identify tools that can routinely be used to identify priorities and support decision making, on services and professionals who need to be involved with an individual young person such as the Health.</p> <p>1.4.1b Equalities Framework tool and social care need identification tool.</p>	<p>September 2024</p>	<p>Chair of Preparing for Adulthood Task and Finish Group</p>			<p>Tools are identified and implemented and are successful at identifying young people with less complex needs who may not have an EHCP but who need advice and/ or support to achieve their preparing for adulthood outcomes.</p> <p>Leaders have quantitative and qualitative insight to the needs and number of young people without EHCP requiring transition support, to inform service design and commissioning intentions.</p>	
	<p>1.4.2 Develop a tool to be used by SEN Case Officers at Year 9 review which will identify young people who are likely to be Care Act eligible and/or require support from wider services as they prepare for adulthood.</p>	<p>September 2024</p>	<p>SEND Team Manager, LBB</p> <p>Associate Director, Adult Social Care</p>	<p>In September 2024, to work with other Local Areas to review the tools that they use and identify or develop one that will apply in Bexley.</p> <p>In October 2024, provide training on the use of the tool to the Post 16 SEN Case Officers.</p>		<p>All young people with an EHCP who are likely to be eligible for Care Act provision as adults are identified by or at Year 9 annual review and referrals made to Preparing for Adulthood Team in Adult Social Care. This will ensure that they are known to the Adult Social Care Service and early care planning can take place to ensure young people</p>	

				In October 2024, review the social care notification process.		and their families are aware of any support they will receive as adults.	
				In November 2024, implement the use of the new tool.			
1.5 To ensure that appropriate support and/ or advice is in place for young people who do not have an EHCP but who need support to Prepare for Adulthood	1.5.1 To identify best practice models used by other Local Area SEND Partnerships ICB to identify the best model of support for preparing young people with SEND support needs and vulnerable young people for adulthood including young people who are not in education, educated out of area, electively home educated, attending alternative provision, leaving care, on the dynamic support register, or who have needs resulting from mental ill-health or neurodiversity.	September 2024	Chair of Preparing for adulthood Task and Finish Group	In September 2024, contact other Local Areas to identify their practice models.		There are clear processes in place to ensure that children and young people who do not have an EHCP receive the advice, information and any support they require to prepare them for adulthood.	
				In October 2024, review the identified practice models and design a model that will be effective in Bexley.			
				In November 2024, implement this model of practice.			
	1.5.2 Review 'Global Developmental Delay' in the EHCP and update the diagnosis in the EHCP to		Designated Medical Officer Oxleas NHS Trust	Sept 2024 complete audit matching EHCP's to health record of children attending Marlborough,		Young People's EHCP includes Learning Disability where applicable, in	

	Learning Disability if applicable from age 14.		Adult Learning Disability Service Manager Designated Clinical Officer SEND	Woodside, and out of Borough SLD (Severe Learning Difficulties) PMLD (Profound and Multiple Learning Difficulties) special schools. Set up ongoing procedure to advise parents and SEN Case Officer when GDD (Global Developmental Delay) to be updated to Learning Disability in the EHCP.		preparation for adulthood from Year 9.	
	1.5.3 Preparing for Adulthood Pathways are mapped and clearly set out in a document to assist with Preparing for Adulthood Planning.	January 2025	Chair of Preparing for Adulthood Task and Finish Group	<p>In April 2024, the Task and Finish Group will be formed.</p> <p>In July 2024, workshops will be set up to identify Preparing for Adulthood Pathways.</p> <p>In September 2024, a Preparing for Adulthood Pathway document will be drafted.</p> <p>In October 2024, the document will be approved by all partners.</p>		Children, young people and their families say they are aware of the possible pathways to higher education, employment, increased independence and adult health and social care.	

				In December 2024, the document will be published on The Local Offer.			
	1.5.4 To assure that children's community health pathways include transition and preparing for adulthood in standard operating procedures (SOP) from age 14.	December 2024	Oxleas NHS Trust Specialist Children's Services, CAMHS, Adult LD Service Managers Bromley Healthcare Bexley 0-19 Manager Designated Medical Officer	Sept 2024 NHS children's community services complete check of SOP's and confirm or update transition procedures. December 2024 services complete updates to transition SOP in pathways.		From age 14 to 17 any changes in health provision are shared, to prepare young people, and any new health services documented at the annual review from Year 9.	

Priority Action 2

Leaders across the partnership should act with urgency to ensure that:

- amended EHC plans are completed and issued in a timely way.
- EHC plans better reflect the current needs and provision for the child or young person across, health, education and social care, particularly as they move through different phases of education.
- they improve and embed processes for the quality assurance of EHC plans and annual reviews.

Outcomes - We know we have made a difference when: -

- All annual reviews are being completed in a timely way.
- There is a robust SEND and Preparing for Adulthood Quality Assurance Strategy implemented.
- The local authority informs 80% of parents/carers, children and young people whether or not they intend to issue an amended EHCP within 4 weeks of the EHCP Annual Review Meeting.
- 85% of final amended EHCP's are issued within 8 weeks of the EHCP annual review meeting.
- 85% of Children, Young People, their Families say that their EHCP's accurately describe children and young people's needs.
- The quality of EHCP's is audited monthly and 85% are good or outstanding.

Lead Officer

Deputy Director for Educational Achievement and Inclusion.

Ref/ Aim	What we will do/ Action	Action completion date	Responsible Partnership Lead(s)	Action milestones/ progress	Action BRAG/date completed	Impact measures/ KPIs	Impact BRAG
2.1 Ensure EHC plans better reflect the current needs and provision for the child or young	2.1.1 The SEN team will share details every term of children and young people who require a review of their EHC plan to all headteachers and principals of	Termly from May 2024	Head of SEND, LBB	March 2024, develop a business case for the recruitment of two EHCP Reviewing Officers.		80% of Annual reviews are completed before or on the anniversary of the EHCP being issued or the last Annual review.	

<p>person across, health, education and social care, particularly as they move through different phases of education.</p>	<p>schools, colleges and other institutions attended by children or young people with EHC plans.</p>					<p>(6 months for children under statutory school age)</p> <p>There is a clear plan in place when it is identified an annual review will not be completed on time.</p>	
	<p>2.1.2 The SEN Team will provide details every term of children and young people who require a review of their EHC plan to the Single Point of Contact in NHS providers, who will ensure that health professionals working with a child are made aware of the deadlines for providing their advice/reports for the annual review.</p>	<p>Termly from May 2024</p>	<p>Head of SEND, LBB</p>			<p>80 % of annual review submissions from SENCo's confirm advice /report received from therapists, health professionals providing care relevant to the child in education.</p>	
	<p>2.1.3 The SEN Team will provide details on a termly basis of children and young people who require a review of their EHC plan to Childrens and Adults Social Care who will ensure that social workers provide their reports/advice for the annual review 2 weeks prior to the annual review meeting date.</p>	<p>Termly from May 2024</p>	<p>Head of SEND</p>			<p>Education Providers report that updated advice and reports from social care practitioners for Annual Reviews are consistently provided 2 weeks prior to the annual review.</p>	
	<p>2.1.4 Refresher training will be provided to all SEN Case Officers on how to uplift health and therapy advice into the draft EHCP.</p>	<p>June 2024</p>	<p>Senior Quality Assurance SEN Officer</p>	<p>March 2024, initial training provided at SEN Team Meeting.</p>		<p>80% of audited EHCP's are good or outstanding.</p>	

			Designated Clinical Officer SEND	May 2024 induction resource for future new SEN Case Officers		There is a clear plan in place to address where the EHCP is not good or outstanding	
	2.1.5 An EHCP quality SEN Officer quality assurance checklist is developed as part of a wider SEND Quality Assurance Strategy.	March 2024	Senior Quality Assurance Officer	<p>March 2024, a quality assurance checklist is written.</p> <p>March 2024, training is provided on use of checklist at SEN Team Meeting.</p> <p>April 2024, checklist is routinely used.</p>		100% of new and amended EHCP's have been subject to the check list by the SEN Case Officers improving the quality of new and amended EHCP's.	
	2.1.6 Improve the quality of health advice provided for EHCP assessments and timeliness for reviews.	Dec 2024	<p>Designated Clinical Officer/ DMO</p> <p>Health Service Managers</p> <p>Senior SEN Quality Assurance Officer</p>	<p>July 2024, Health advice template to be redesigned (account will be taken of any national health template as it comes available).</p> <p>From May 2024, complete quarterly audits of health advice provided for EHCP assessments and reviews.</p>		<p>Audits show that 80% of the health advice provided for new EHCP assessments and reviews is of good quality.</p> <p>Audit shows that following 12 weeks' notice of annual review 80% of health advice for EHCP annual review is provided to the SENCo at least 2 weeks before the review.</p> <p>There is a clear plan in place to obtain any late advice from health providers and</p>	

						the reasons for the delay are known and acted on.	
	2.1.7 Improve the quality and timeliness of social care advice provided for EHCP assessments and reviews.	July 2024	Social Care Quality Assurance Officer Designated Social Care Officer Head of Childrens Services Associate Director of Adult Services	In March 2024, develop a business case for a Designated Social Care Officer post. In May 2024, advertise and recruit to Designated Social Care Officer post. In July 2024, social care advice template to be redesigned (account will be taken of any national health template as it comes available). From August 2024, complete quarterly audits of the social care advice provided for EHCP assessments and reviews.		Audits show that 80% of social care advice for EHCPs was provided within 6 weeks of the request for new EHCP assessments and 2 weeks prior to each EHCP annual review. Audits show that 80% of the social care advice provided for new EHCP assessments and reviews is of good quality.	
2.2 The Process for Annual Reviews of EHCP's is improved	2.2.1 Review of the capacity of Business Support Team to monitor the timely submission of Annual Review Paperwork by education providers and take	May 2024	Head of Customer Services and Business Support, LBB	May 2024, complete review.		There is capacity in the Business Support Team to monitor the timely submission of all Annual	

	action to increase the capacity if required.					Review Paperwork by education providers.	
	2.2.2 Review Capita IT System to ensure that it is possible to gather data to accurately monitor the timely submission of the annual review paperwork.	May 2024	Head of ICT, LBB Head of SEND, LBB	May 2024, complete the review.		Data on the timely submission of annual review paperwork is presented to SEND Improvement Board every month. Data is shared with Operational Managers so that the timeliness of every case is robustly monitored, and swift action taken to respond to and unblock any delays to the annual review process.	
	2.2.3 Review capacity of the SEN Team to review annual review paperwork and make timely decision on whether or not the EHCP should be amended and take action to increase capacity if required.	July 2024	Head of SEND, LBB SEND Service Manager, LBB	March 2024, complete the review. March 2024, develop a business case for required additional SEN Case Officer posts, SEN Team Manager post and EHCP reviewing officer posts.		85% of decision letters are sent to young people, their parent/carers and education providers within 4 weeks of the date of the annual review meeting.	

				May 2024, advertise and recruit to posts approved.			
	2.2.4 Capita SEN IT system is reviewed to ensure that it is possible to gather data on the timeliness of decision letters being sent following annual review.	May 2024	Head of ICT, LBB Head of SEND, LBB			Monthly data on the timeliness of decision letters following annual review is available to the SEND Board.	
2.3 The Local Authority issues final amended EHCP's where required within 8 weeks of the EHCP Annual Review Meeting.	2.3.1 To ensure there is capacity of the SEN team to complete timely amendments to the EHCP following annual reviews when required and consider appointment of two Annual Review Officers.	July 2024	Head of SEND, LBB SEND Service Manager, LBB	March 2024, complete the review.		85% of Amended EHCPs are issued within 8 weeks of the Annual review Meeting.	
				March 2024, develop a business case for required additional SEN Case Officer posts, SEN Team Manager post and EHCP reviewing officer posts. May 2024, advertise and recruit to posts approved.			
	2.3.2 Review Capita IT System to ensure that it is possible to gather data to accurately monitor the timely issue of Final Amended EHCP's.		Head of ICT, LBB Head of SEND, LBB			Monthly data on the timeliness of Final Amended EHCP's is available to the SEND Board.	

2.4 Final Amended EHCP's are sent to all professionals who contributed to the annual review.	2.4.1 All final and amended EHCPs are sent to the single point of contact in Health Services and Social Care Teams so that Final and Amended EHCP's can be accessed by all professionals involved with the child or young person.	July 2024	Head of SEND, LBB SEND Service Manager, LBB	April 2024, review the functionality of the EHCP Hub on Capita to establish if this could be used to send EHCP's to health and social care services.		All community health and social care teams are aware when a child or young adult has an EHCP, that the EHCP has been amended, and have access to these EHCP's.	
				July 2024, start sending all new and amended EHCP's to health and social care services.			
	2.4.2 To adopt National Digitalised EHCP Portal when available from DfE.	When available	Head of ICT, LBB Head of SEND, LBB			To ensure the Local Area is using the new national EHCP Template when this is available.	
2.5 Improve and embed processes for the quality assurance of EHC plans and annual reviews.	2.5.1 A reviewed EHCP Quality Assurance Plan is produced which clearly aims to assess the quality of new and amended EHCP's as part of a wider SEND Quality Assurance Strategy.	June 2024	Senior Quality Assurance SEN Officer, LBB Head of SEND, LBB	In March 2024, review EHCP Quality Assurance processes and plan.		By December 2024, 45% of children and young people with SEND and their families and SENCOs tell us that EHCP's are clear, concise, accurately reflect the child's needs and clearly describe the	
				In March 2024, recruit additional auditors.			

			Designated Clinical Officer	In March 2024, provide revised training to EHCP auditors.		provision required to meet their needs.	
			Auditor partner organisations	From March 2024, complete monthly multiagency EHCP audits (including parent/carers).		By June 2025, 80 % of children and young people with SEND and their families and SENCo's tell us that EHCP's are clear, concise, accurately reflect the child's needs and clearly describe the provision required to meet their needs.	
				From April 2024, complete quarterly themed EHCP audits. From June 2024, report outcomes of audits to SEND Improvement Board quarterly.		Data on the quality of EHCP's obtained from Quality Assurance processes is reported quarterly to the SEND Improvement Board.	
				From July 2024, co-produce and implement a survey so that feedback on the quality of the EHCP can be routinely obtained from children, young people, their families and SENCo's and used to inform the quality assurance process of EHCP's.		SEN Case Officers, health and social care advice providers and managers are routinely provided with audit feedback and act on the feedback.	

	<p>2.5.2 A quality improvement programme is implemented with SEN Case Officers and health and social care staff to address the improvement actions identified during EHCP quality assurance processes.</p>	<p>April 2024</p>	<p>Designated Clinical Officer SEND</p> <p>Senior Quality Assurance Officer</p> <p>NHS Provider Service Managers</p> <p>Designated Social Care Officer</p>			<p>80% of SENCO's, parents, carers and children and young people confidently report on the issue and amendment of an EHCP that the child or young person's EHCP's reflect their needs and that they understand what provision the child/young person should receive to achieve their outcomes.</p>	
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Priority Action 3

Leaders across the partnership should work at pace to address the delays and gaps in the commissioning and provision of speech and language and occupational therapy. They should ensure that there is equity of provision across Bexley for children and young people to access speech and language and occupational therapies in order to meet their needs.

Outcomes

- There is a published partnership workforce strategy for SEND Occupational Therapy and Speech and Language Therapy to reduce gaps.
- There is equity of access to Speech and Language Therapy and Occupational Therapy for children and young people with EHCP.
- Children and young people are receiving Speech and Language Therapy and Occupational Therapy needs in the EHCP.
- The commissioning model of Speech and Language Therapy and Occupational Therapy is clearly communicated to all stakeholders and parents and carers.
- There is a robust SEND and Preparing for Adulthood Quality Assurance Strategy implemented.

Lead Officer

Designated Clinical Officer & Head of Children’s Programmes

Ref/ Aim	What we will do/ Action	Action completion date	Responsible Partnership Lead(s)	Action milestones/ progress	Action BRAG/date completed	Impact measures/ KPIs	Impact BRAG
3.1 There is equity of access to Speech and Language Therapy and Occupational Therapy provision for children and young with EHCP.	3.1.1 To update the assessment of sufficiency and gaps in EHCP occupational therapy and speech and language therapy provision.	May 2024	Designated Clinical Officer SEND SEN Team Manager	By May 2024, all education providers confirm the current Speech and Language and Occupational Therapy provision in their schools. By June 2024, Gaps in provision and commissioning difficulties experienced by		The sufficiency and gap in EHCP OT and Speech and Language Therapy provision is understood, and this informs a short term and long-term partnership plan so that children have equity of access to the speech and language therapy and occupational therapy in their EHCP.	

				education providers are understood clearly.			
	3.1.2 To identify and implement a joint commissioning model that addresses inequity of access to EHCP Occupational Therapy and Speech and Language Therapy.	September 2024	<p>Commissioning Officer LBB</p> <p>ICB Children, Young People and Maternity Programme Manager</p> <p>SEN Team Manager</p> <p>Designated Clinical Officer SEND</p>	<p>In April 2024, the Task and Finish Group Commissioning and Therapies will be formed.</p> <p>In June 2024, the group will identify strengths, weaknesses, opportunities and risks of the current commissioning model, and look at options for use of existing resource and change in commissioning model, taking into account ages and phases of children and young people.</p> <p>By October 2024, any change in OT and SLT commissioning model for early years, and school age children taken</p>		Our monitoring shows that there is equity of access to Speech and Language Therapy and Occupational Therapy for children and young people with EHCP.	

				through governance for decision.			
	3.1.3 Existing resources and training are used efficiently across schools so that children with SEN Support Plans and EHCP access support for development of speech and language and functional activities of daily living	Sept 2024	Joint Communication Team managers LBB & Oxleas NHS Trust Head of Therapies Oxleas NHS Trust	Sept 2024 a collated directory of resource, and training available to nurseries and schools to deliver universal and targeted interventions for SLCN and OT needs.		The universal and targeted resources which maximise children’s speech, language, communication development and development in functional activities of daily living, are used efficiently across education providers so that all children receive the timely support they require.	
	3.1.4 Develop an electronic tracker to monitor termly the EHCP provision of Speech and Language Therapy and Occupational Therapy to quickly identify any issues.	Oct 2024	LBB Head ICT Designated Clinical Officer SEND	May 2024 an electronic method identified to gather status on EHCP OT and SLT provision termly. June 2024 electronic tracker set up. Communicate with schools and health partners, pilot July to Sept 2024 evaluate.		Any gaps in EHCP Occupational Therapy and Speech and Language Therapy are quickly identified by LBB Statutory SEND Service for support to resolve and plan interim ways to support children’s communication or occupational development.	

				Oct 2024 implements for termly oversight.				
	3.1.5 Further develop the joint Speech and Language Therapy and Occupational Therapy Workforce Plan to build Bexley capacity for statutory SEND activity.	April 2025	<p>Southeast London ICB Workforce Lead</p> <p>Oxleas NHS Trust Allied Health Professionals Workforce Lead</p> <p>Designated Clinical Officer</p>	<p>April 2024 joined up workforce plans SEL ICB; NHS Trust and LBB statutory requirement.</p> <p>May 2024 Updated OT needs analysis for statutory demand.</p> <p>May 2024 Communications campaign roll out to local community to raise awareness of opportunities to train as an OT and funding.</p> <p>Oct 2024 OT SLT workforce progress report to SEND Improvement Board</p>			The joint area Workforce Action Plan demonstrates an increase in the Speech and Language Therapy and Occupational Therapy workforce for delivery to children's EHCP.	

Areas for Improvement

Area for Improvement 1 (number 4 indexing)

Leaders across the partnership should strengthen how the voices of children and young people are being used to make improvements to services and experiences. This should include how children and young people are actively involved in genuine coproduction.

- A co-produced Local Area Co-Production Charter has been agreed by all partners and published.
- There is evidence that Leaders ensure that decisions relating to services are appropriately shaped by children and young people's needs, experiences, ambitions and outcomes.
- Young people tell us and there is clear evidence that young people are actively co-producing information, strategies and services developments.

Ref/ Aim	What we will do/ Action	Action completion date	Responsible Partnership Lead(s)	Action milestones/ progress	Action BRAG/date completed	Impact measures/ KPIs	Impact BRAG
4. 1 Leaders across the partnership should strengthen how the voices of children and young people are being used to make improvements to services and experiences. This should include how children and young people	4.1.1 Develop, with all partners, a document that sets out an overarching strategy for co-production and engagement in Bexley Local Area.	September 2024	Associate Director, Adult Social Care Engagement Project officer, Adult Social Care Communications and Engagement Officers	June 2024, set up co-production workshops and engagement sessions to develop the strategy.		A co-produced Local Area Co-Production Charter has been agreed by all partners and published with particular focus on improving the how the voices of children and young people are being used to make improvements to services and experiences. This strategy is implemented, and the voices of parents,	
				July 2024, write draft strategy.			
				August 2024, obtain approval of strategy from all partners.			

<p>are actively involved in genuine coproduction.</p>						<p>carers and young people routinely influence service developments.</p>	
	<p>4.1.2 Recruitment of a joint funded full-time post as additional resource to lead on and facilitate co-production and engagement across SEND and Preparing for adulthood.</p>	<p>May 2024</p>	<p>Deputy Director Education Deputy Director of Childrens Social Care Director Integrated Commissioning</p>	<p>In March 2024, write business case for a joint funded Engagement/Participation Officer post. In May 2024, advertise and recruit to Engagement/Participation Officer post.</p>		<p>There is capacity across the Local Area Partnership to fully engage with children, young people and their families.</p> <p>Leaders consider the specific needs of groups of children and young people with SEND, and how best to engage them in co-production.</p> <p>There is evidence that Leaders ensure that decisions relating to services are appropriately shaped by children and young people’s needs, experiences, ambitions and outcomes.</p> <p>The voices of parents, carers and young</p>	

						people routinely influence service developments.	
	4.1.3 Establish a Co-Production Task and Finish Group across the Local Area SEND Partnership to design a SEND Improvement Co-Production Plan	May 2024	Bexley Voice Associate Director, Adult Social Care Health Provider Patient Engagement leads	April 2024, Co-Production Task and Finish Group is formed.		There is evidence that Leaders ensure that decisions relating to services are appropriately shaped by children and young people's needs, experiences, ambitions and outcomes.	
	4.1.4 Implement a Co-Production plan to support SEND Improvements.	September 2024	Chair of Co-Production Task and Finish Group	May 2024, a Co-Production plan is developed. July 2024, Co-Production plan is approved by SEND Improvement Board and all partners.		There is a clear co-production plan that ensures that decisions relating to services are appropriately shaped by children and young people's needs, experiences, ambitions and outcomes. From January 2025, a SEND and Preparing for adulthood Local Area report is published annually to summarise where co-production has taken place and the impact	

						of the resulting changes.	
	4.1.5 Establish a Young Person with SEN and Disabilities Group that will meet every 6 weeks to identify and assist to co-produce policies, information and service developments.	September 2024	SEND Engagement /Participation Officer. ICB engagement officer	April 2024, recruit approximately 20 young people to the SEN and Disabilities young people's group. May 2024, commence monthly meetings of the group.		Young people tell us and there is clear evidence that young people are actively co-producing information, strategies and services developments.	
	4.1.6 Review and publish the revised the "Voice of the Child SEN Toolkit."	March 2024	Strategic Education Partnership			The voices of children and young people are heard, and young people are supported to express their views.	

Area for Improvement 2 (number 5 indexing)

Leaders across the partnership should improve how they use data and information about children and young people with SEND and their families to ensure that:

- practitioners have access to up-to-date and accurate information so that everyone works in a joined up and effective way
- they can evaluate their work more accurately and rigorously, and
- they more effectively secure improvements to services and provision.

Outcome

- Practitioners and managers have access to data and information to allow for effective joint working.
- Service Managers and practitioners can accurately evaluate their work.
- Senior Leaders have access to good quality and up to date information that allows the scrutiny and monitoring of effectiveness and impact of SEND services and improvements and this is demonstrated at SEND Board.

Ref/ Aim	What we will do/ Action	Action completion date	Responsible Partnership Lead(s)	Action milestones/ progress	Action BRAG/ date completed	Impact measures/ KPIs	Impact BRAG
5.1 Leaders across the partnership should improve how they use data and information about children and young people with SEND and their families.	5.1.1 Local Area SEND Data Dashboard is updated to ensure that the impact of improvement actions are routinely measured and available to the SEND Improvement Board.	July 2024	Chair of EHCP and Data Task and Finish Group	April 2024, set up EHCP and Data task and finish group.		Practitioners, Managers and SEND Improvement Board members have access to data that allows them to accurately and rigorously evaluate the impact of services and improvements. SEND Data Dashboard will be reviewed at SEND Improvement Board monthly.	
				By July 2024, taking account of any national dataset being available, review and produce a revised SEND data set based on the data that SEND Improvement Board require.			

				From March 2024, provide monthly data reports to SEND Improvement Board.			
	5.1.2 Relevant health data is updated and available to Bexley SEND Improvement Board.	Oct 2024	<p>Chair of EHCP and Data Task and Finish Group.</p> <p>Designated Clinical Officer/ SEL ICB & NHS Providers Business Intelligence</p> <p>SE London ICB Deputy Chief Nurse</p>	<p>April 2024, identify what health data should be available and inter-dependencies with LBB data for SEND Improvement Board.</p> <p>May 2024, confirm business intelligence support function; core data set; data flow route, frequency, with health organisations and ICB, electronic report format for SEND Board.</p> <p>June 2024, LBB Data and Performance Team integrate core data report into SEND Data Set.</p>		<p>Health data relevant to SEND priorities and statutory compliance is provided electronically as part of the SEND Data Dashboard to inform trends in needs and measures of success.</p> <p>Leaders across the partnership improve how they use data and information about children and young people with SEND and their families.</p>	

	<p>5.1.3 Review Capita IT System to ensure it can capture the required statutory assessment and annual review data.</p>	<p>June 2024</p>	<p>Head of ICT, LBB</p> <p>Head of SEND, LBB</p>	<p>Review processes within the team to remove the use of alternate methods for recording data, thus ensuring that all information is entered into the Capita One system going forward.</p> <p>Provide training to the team to embed these new processes.</p> <p>Complete data cleansing and batch update of records</p> <p>Implement national digitalised EHCP portal when available.</p>		<p>SEN Team practitioners, managers and SEND Improvement Board members have access to accurate data to ensure rigorous scrutiny and monitoring of the EHCP assessment and annual review processes.</p>	
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Glossary

ASCH Adult Social Care and Health	Health relates to Primary care, Secondary Care and Community Care Providers
C&YP Children and Young People	JSNA Joint Strategic Needs Analysis
CAMHS Child and Adolescent Mental Health Services	LA Local Authority
ICB Integrated Care Board	LO Local Offer
CEO Chief Executive Officer	Ofsted Office for Standards in Education
CoP SEND Code of Practice	PEP Personal Education Plan
CPD Continuing Professional Development	Preparing for adulthood Preparation for Adulthood
CQC Care Quality Commission CSC Children's Social Care	QA Quality Assurance
DCO Designated Clinical Offer	SENCo Special Educational Needs Coordinator
DCS Director of Children's Services	SEND Special Educational Needs and/or Disabilities.
EHC Education, Health and Care	SMART Specific, measurable, achievable, realistic, timely
EHCNA Education, Health Care Needs Assessment	ToR Terms of Reference
EHCP Education, Health and Care Plan	
BRAG – Blue, Red, Amber, Green	