

Minutes of Stroud, Cirencester and Dursley Secondary SENCo Cluster Meeting

Date: Wed. 17th May, 2017

Venue: Cirencester Kingshill

Time: 13.30- 15.00

Apologies: Present: Register attached

Items discussed:

Action Points: arising from 7.3.17

- **Register codes (see below)**
- 1. For children with SEN who have a My Plan or My Plan+, schools that use SIMS should notify the LA by coding as K (SEN Support) and then use the sub codes MP/MPP.
- 2. For schools that don't have SIMS and for children with a My Plan or My Plan+ that don't have SEN, schools need to follow the notification process provided by the Families First Plus teams. These would not be recorded on SIMS as they have not been identified as requiring SEN Support.
- 3. Some children will have SEN and other additional needs. These children won't have 'education only' plans and may need help from the Families First Teams and allocation meeting to get support for the other additional needs identified. In these cases, Schools' need to record on SIMS as per 1. above and would also need to notify the FF+ Team as per 2. above.

National/local initiatives, policies and procedures: (see attached)

Local , National updates delivered (see attachments)

Action point; schools advised to check their school website around Local Offer and their SEND information report etc. Jane Kilby /SEN Monitoring team is in the process of developing advice to support SENCO/SLT with this- to be circulated asap

- Travel Training update delivered (see attached).

Networking/CPD activity focus share deferred till next meeting- ; **Foci;** Assessments for Numeracy/Maths; please bring any assessments that you use and be prepared to "Show and Tell"

Meeting dates for 2017 -18

These were agreed – see table below

Meetings will take place at from 1330-1500pm. It was agreed to stagger the meeting day to enable more people to attend.

Autumn	Spring	Summer

AOB

Thanks to Gill Cannon, Cirencester Kingshill for hosting .**Next meeting date;**

