

Achieving EHC Pathways

Update 1 – December 2021

*High Collaborative Expectations; Improving SEND and EHC Pathways in Walsall
for all children, young people, and their families*



Walsall Council



IMPROVE
outcomes and
customer experience



IMPROVE
employee satisfaction
and engagement



IMPROVE
service efficiency
and performance

Milestone 1 - Planning for Delivery

Completed on Track November 2021

Fran Davies appointed as Interim team Manager

Agree interim structure for recovery project

Review SEN team EHC processes

Review development needs of SEN team

Initial review of EHC assessments

Examine Annual Review process

Initial review & summary of decisions

Review and appoint interim staff to support project

Data review

Papers and Summary for Sharon Kelly

Project start

Milestone 1 - Planning for Delivery

Milestone 1

To have a team structure and function equipped and skilled to manage recovery project
To review and establish changes needed to current practices to ensure efficient project delivery

Identified Risks

None

Completion Rate

November 2021 – Completed

Summary

- Issues with timeliness have been recognised and interim processes ensure that backlogs will not accumulate further.
- Assessment team and review team are clear on processes. Training started and further opportunities in January
- Staff working on scheme of delegation from January 2022 to clarify decision making levels and outcomes
- There has been some unexpected staff changes in oversight of the statutory assessments and these have caused changes to initial staffing structure. Interims have been quickly reorganised and replaced. This has ensured no time is lost with project
- Data has been reviewed and new assessment and review trackers are being developed which will highlight cases for priority with senior management oversight

Milestone 2 – Implementation Assessment and Review Backlog

Completion date December 2021

SEND Team Training Day - roles and responsibilities

New case load allocations

Implement new assessment process

Implement new annual review process

Implement new decision making process

JN and AW comms to schools

Examine link between wider SEN services

Updated tracker for team use and reference

Data links to capita - cleansing data

Begin parental survey for statutory assessment

Case studies for lived experiences learning

Quality assurance to begin on every draft plan

Milestone 2 – Implementation Assessment and Review Backlog

Milestone 2

To begin initial implementation of the project and ensure all staff are prepare for project start

Completion Rate

December 2021 – Completed

Identified Risks

Robust comms to schools to explain project and expectations
Examine link between wider SEN services and any implications for wider teams

Summary

- **Away team day postponed until January due to changes of staffing and annual leave. Ensure all team are able to attend.**
- Case loads have been reallocated and all staff working within confirmed area with flexible arrangements dependant on demand
- AR school papers are returned late and meetings are out of time which means that LA response has become also been out of time, however in Dec 2021 all annual reviews were being processed within LA time scales (2 weeks from meeting) for an outcome. Parents notified.
- **Comms postponed until Jan (partially linked to COVID and uncertainty of face to face or virtual) to tie in with project launch to schools and new expectations. Virtual briefing sessions for schools to be booked in. These will explain changes to teams. JN and AW to work with schools in Jan to improve returns**
- A SEND consultant is starting a new role in January to concentrate on backlog and links between wider teams, allowing AW to focus on schools and transformation
- There are delays with EP returns due to staffing, Locums now focusing on statutory assessments.
- Statutory assessments not impacted by change of staff. New interim senior started and has good oversight of this area. On track to complete M3 backlog targets from January 2022.
- Data has been cleansed and new trackers are ready to use in January. CME data has been significantly improved and perm seniors will now focus on finding placements for CYP
- Case studies underway and Quality assurance completed on every plan before issue. Parental questionnaire now in use for EHC Stat Ass

Milestone 3 - Reduce backlogs and maintain timeliness

Completion date January 2022

Number of backlog and over due statutory assessments reduced by 50% (70 out of 140)

New and current statutory assessments managed at 60% timeliness or above

Highest vulnerable children and young people in confirmed settings with completed annual reviews

All Special school annual reviews began for updates

25% of missing school annual review paperwork completed and returned (target 188 out of 750)

All current annual reviews to follow new pathway and completed notification outcomes by week 2

SEND Consultant to begin in January 2022 and to focus on oversight of assessment and review backlog.

JN and AW to focus on comms to schools and require improvements in joint working

Planned team training day and training schedule planning for 2022