



RIASS Steering Group Meeting Minutes

Dec 1st, 2021

10.00 – 12.00

Attendees & Apologies

Attendees: Emma Bell – RIASS Manager; Marie Leeming – RIASS Administrator; Jacqui Glanville – RIASS Advisor; Bianca Spencer – Parent Rep; Deepa Bhatt – Parent Rep; Viviane Doe – Parent Rep & EPT; Parveen Mahal – Parent Rep & EPT; Kay Charalambous – Principal EP; Penny Fordham – CWD Team Manager; Kelsey Morris – Early Years & Improvement Manager & LBR Rep; Diedrick Meij – NELFT; Clair Warner – SEaTSS Lead; Janice Booth – Youth Forum Lead; Louise Parr – Head of Newbridge School.

Apologies: Merry Collins – Engagement Officer; Sue McMahon – Head of SEaTSS; Lochy Viridi – Parent Rep; Louisa Leaman – Parent Rep; Ruth Newell – LBR Rep & FiND Manager

Previous minutes

Previous minutes approved with no issues arising.

Service update

We now have new members of staff Jacqueline Glanville in the role of advisor and also Nancy Choi to assist on projects.

Challenges

LBR and CDC were informed of phone line being closed but as we had a 24hr answering service we were still covered under the minimum standards.

‘Contact’ did not report any impact to their service but EPT did state that their phone-calls increased during this time. Basic evaluation stats were recorded at this time. No formal complaints to RIASS.

We directed more parents to our website which increased our hits which is positive.

Grant

Grant information was submitted, and we are on track to receive full £10k grant money in March.

All targets on the Task Order have been met.

Service Level Agreement (SLA) reviewed with LBR and condensed considerably
Working Together document produced with EPT as requested by DfE yet to be signed off.

YouTube videos of our training sessions are up and running, we plan to update and review these shortly

Mapping exercise with Health was undertaken and helped to determine the need for Health funding contribution. Funding is currently 50% from Social Care and 50% from Education, RIASS hope to have a contribution from Heath by March 2022.

Newsletters continued to be sent out during summer and prove to be beneficial to parents.

Training has been paused due to staffing capacity but are set to return in January 2022
We have been involved in the Transition Project with LBR and in partnership with Preparing for Adulthood (LBR) a new parent session has been devised and will be delivered in partnership with both services. A new young person training has been devised and will be delivered to young people "Keeping your money safe online" Emma will link with Jan Booth over this after the holidays.

Trends

We have had an increase in permanent exclusions in boys with ADHD, in year 9 and above, on SEN Support within two schools. We were supported with these cases by Just for Kids Law <https://justforkidslaw.org/>

DB – Do we look back at the cases and learn lessons from these?

EB – Yes and the issues, not the families are discussed with LBR and schools.

BS – Excluding that year group would have a terrible effect on exams, maybe the schools themselves need more support for these issues.

DB – How do we escalate these issues?

EB – We can support the family to appeal and complain and also raise issue with LBR.

SEN Team co-ordinators are still difficult to contact, and this has been fed back to the SEN team.

Increase in 'refusal to issue an EHCP'. We work with the school to see what support can be put into place whilst an appeal is happening.

Therapies are now inhouse and there has been a delay in accessing these.

DM – Newbridge's therapies are still delivered by NELFT

PM – We have had an influx of distressed parents who have had no contact with case workers, and we have referred these to RIASS.

Partnership Working

We meet fortnightly with LBR to keep up to date with Redbridge developments. These are very useful and help us to prepare for possible impacts. These meetings are minuted to stay impartial.

Short Breaks consultation is coming up, we were asked to review the letter and questionnaire for tone and wording, but we will not be involved with the consultation.

Young Carers

We worked with Young Carers to create Money Matters training which will be delivered in Jan 2022

We will continue to deliver our 'what is an IASS' training to professionals to create good relationships.

We have an agreement with Havering IASS to work together and support each other. We will deliver our training to Havering parents and Havering IASS plan to deliver their training to Redbridge parents.

We also work and have support from Bromley and Tower Hamlets IASS.

Grant

This will be the last year of the grant

We have met all targets and on track to receive the full grant of £10k.

We have an underspend of £17k to be used by March, we plan to use this up by keeping Nancy Choi on a 14-hr contract, she will be looking at improving the YouTube videos and working with Redbridge Drama Centre to re-film them professionally. So that they can be sustainable for the future.

We also plan to buy two iPads for Young People to use.

LP – iPads are a great idea and you might want to consider buying more.

EB – Please let us know of any useful apps or software that would be useful to purchase.

BS – we could ask that question on Facebook

CW- Please contact Nicola Hickson (Specialist IT Assessment Technician) she can pull together a master list and provide training. She will also liaise with schools and companies to get a possible discount.

The training can also be recorded for future use.

DB – Can we identify training gaps for the future.

EB – Yes, we can ask the question on Newsletter or evaluations, perhaps that can be an evaluation for next year.

CW – Shared a link to SEaTSS YouTube page.

Statistics were discussed

ML – to share RIASS tiers and Terms of reference

Evaluations were discussed, all comments were very positive with 100% recommending our service to others.

Louise Parr is retiring and will be replaced on the Steering Group by Lara Parr

Website

Young people's pages are to be reviewed and updated.

Hits have increased

AOB

ML to share RIASS Steering Group Chair Job Description to the group.

Next Meeting

Possibly in Feb 2022, on a Wednesday morning.