

**Minutes of the Maldon Local Delivery Group
St Peters High School, Burnham
Thursday 23rd September 2010**

Present:

<i>David Stephenson (DS)</i>	<i>Lead Link Head Teacher</i>	<i>Plume School</i>
<i>Joan Costello (JC)</i>	<i>Head Teacher</i>	<i>St Peters High School</i>
<i>Margaret Amery (MA)</i>	<i>Head Teacher</i>	<i>Latchingdon C of E Primary School</i>
<i>Keith Bannister (KB)</i>	<i>Head Teacher</i>	<i>Great Totham High School</i>
<i>Jan Myers (JM)</i>	<i>Head Teacher</i>	<i>Wentworth Primary School</i>
<i>Zoe Oddy (ZO)</i>		<i>Mid Essex PCT</i>
<i>Owen Thom(OW)</i>	<i>Youth Officer</i>	<i>Maldon District Council</i>
<i>Claire Maynard (CM)</i>	<i>Extended Services Coordinator –</i>	<i>Maldon District Local Delivery Group</i>

Apologies:

<i>Geraldine Denham Hale</i>	<i>Head Teacher</i>	<i>St Marys C of E Primary School</i>
<i>Mike Buitekant</i>	<i>Assistant Head</i>	<i>Plume School</i>

	ACTION
<ul style="list-style-type: none"> Minutes of last LDG Meeting 	
CM to correct the name of the senior PSA Jane Treadwell.	CM
<ul style="list-style-type: none"> LDG Membership 	
MA to speak to Dengie Heads cluster meeting about representation on the LDG. Representation should be two primary heads from each cluster and both secondary heads.	MA
CM to speak to other agencies about representation as attendance has been declining.	CM
<ul style="list-style-type: none"> Kate Ayre, Educational Psychologist, Mid Essex 	
<p>Kate feels it would be advantageous to have a good link between her service and the LDG. There have been changes to the delivery of service to schools which should make the provision more flexible but are subject to partnership working at LDG level. Support is now more at school and district level rather than individual level. The district has the equivalent of 1.5 EP's (Kate and a trainee EP). The 1.5 EP's have to also cover pre-schools and those pupils educated outside of the area. Schools in the Maldon and Burnham areas are allocated 90 school days.</p> <p>It is the aim of the service to use these days more strategically such as training staff in areas such as syndromes and improving the skills of staff. Training staff in schools now reduce the need for statutory assessment later on as there will be more early intervention. If these training days came out of the 90 days allocated to the district, there would be no additional cost. If the training was in addition to the 90 days, then the service would have to make a charge. It was proposed that the LDG could fund shared training for schools in the district. This could be on a shared INSET day.</p> <p>CM to see what areas of training schools would like to see from the service.</p> <p>The service does provide support in other ways: SEN cluster meetings: Run by the service though attendance is poor. Schools pointed out that it is difficult to release staff during school hours. It was</p>	CM

<p>suggested that future meeting could be run after school has ended or at least in the afternoon when demand on them is not so high.</p> <p>Drop In consultation sessions: EP will come to a school for half a day and Senco or like staff can come and have a 20 minute problem solving session. Two schools have run sessions and found it very beneficial. LDG expressed concerns over whether or not staff in schools were aware of these services.</p> <p>JC suggested that Head Teachers should also be copied in to emails giving details of support being provided by service for schools so that they can ensure appropriate staff attend.</p> <p>ZO offered to share a piece of work produced by Suffolk County Council around problem solving behaviours. CM to circulate.</p> <p>DS: It would be very useful to know how many hours / days the EP service spent in cluster days for audit purposes</p> <p>CM to invite Kate to January LDG meeting to discuss the training areas identified by schools.</p>	<p><i>CM</i></p> <p><i>K.Ayres to provide</i></p> <p><i>CM</i></p>
<ul style="list-style-type: none"> • Children’s Centre <p>KB stated that building work is now complete but unfortunately there have been issues about funding and opening hours as ECC have said that there should be statutory opening hours. As a gesture of goodwill, the school has offered the use of school facilities to enable the children centre to continue to provide. Latchingdon also confirmed that the CC is using school premises for some of their provision.</p>	
<ul style="list-style-type: none"> • Childcare Sufficiency <p>Wentworth’s out of school hours childcare provision is now ready for business and the pre-school will begin after Christmas. The provision’s name is The Vikings Academy.</p> <p>Burnham on Crouch and Purleigh primary schools have had the capital funding for their pre-school buildings withdrawn. Both schools have spent school money on the project and are now in talks with Essex about having these monies repaid.</p> <p>Oscars have now closed their provision in the Maldon district which has meant that some schools are now unable to signpost to a provision and therefore no longer offer a full core offer.</p>	
<ul style="list-style-type: none"> • CAFs <p>The number of CAFs being received from the Maldon district is still low when compared to other areas in the Mid area.</p> <p>JR did comment that they were reluctant to raise CAFs as this meant they (or the SENCO) would become the lead professional. Schools feel that this is an issue as they do not have the time to organise meetings and they would prefer if other agencies could take the lead professional role.</p> <p>CM to speak to MAAG manager.</p>	<p><i>CM</i></p>

<ul style="list-style-type: none">• Children's Trust Board <p>Judith Harvey and Nick Pavitt have been appointed as the school facilitators. Their role will be to help communication between schools, area development groups and the trust boards.</p> <p>CM to invite the above to the next LDG meeting.</p>	<p><i>CM</i></p>
<ul style="list-style-type: none">• Any Other Business <p>DS asked if the LDG meeting scheduled for the 24th March could be moved as it clashed with another meeting. The LDG will be delayed to the following week and held on Thursday 31st March.</p> <p>It was agreed that Chris Spash, TA at St Peter and qualified Yoga teacher could have funding to provide yoga for targeted groups of students at both St Peters and Plume Schools. The LDG will transfer funds to ST Peters to enable her to continue being paid through the school. Funding would be provided for 10 weeks initially and then evaluated.</p>	
<ul style="list-style-type: none">• Date of Next Meeting <p>Thursday 25th November 2010 Conference Room, Plume School, Fambridge Road Start 8.30am</p>	