

Action Plan LILS Programme 2009 – 2010

The developmental priorities and action plan are based upon the principles set out in the 'Leeds Inclusive Learning Strategy 2007 – 2010' and the subsequent discussion document 'The Development of Specialist Provision and Support for Special Educational Needs in Schools 2009'.

The outcomes of these activities will be that by 2014:

- There will be appropriate local pathways to enable children and young people with learning and behaviour difficulties, to be educated in the most appropriate provision to meet their needs.
- Integrated working services will be locally available to support children and young people, parents and schools. Services will be locally managed and shaped according to local needs.
- SILCs will become core members of the Area Inclusion Partnerships and together they will provide a continuum of support for SEN and behaviour.
- There will be clear accountability frameworks which set out the roles, responsibilities and accountabilities of parent/carer(s), schools, clusters of schools, Area Inclusion Partnerships, Education Leeds, and Children's Services.
- Children, parent/carer(s) and other agencies will consider that provision is of a high quality and appropriate and responsive to meet identified needs.

The priorities and actions will be monitored on a regular basis by the LILS Programme Board and the Action Plan will be refreshed annually. A report on progress will be presented to the Executive Board annually. Each broad area identified in this plan may have detailed action plans which will be monitored by the Project Group or Programme Board as appropriate. Priorities and actions may be added to existing plans in response to unexpected opportunities or requirements such as new legislation.

Priority One

Programme Management

The LILS programme will be sustainable and continue to provide direction for change until appropriate outcomes have been signed off by the Programme Board.

	Outcomes 2009 - 10	How these will be achieved	By whom	By when	Links to other Strategies / Processes
1	There will be an effective Communications Plan.	The current Communications Plan will be continuously reviewed by the Programme Board to ensure effective communication with all key stakeholders.	Communications (Education Leeds)	Ongoing	Hear by Right Children Leeds Participation Strategy
2	Parent/Carer(s) will report they are appropriately consulted and informed.	<p>(i) The Parent Information Officer will ensure an appropriate programme of meetings and forums for discussion and debate.</p> <p>(ii) A review of SEN processes and procedures will include discussion with parents to identify key issues.</p> <p>(iii) The review for the BESD SILC and locality provision will fully involve gaining the views of parents in the development of new models of provision.</p>	<p>Parent Information Officer</p> <p>Integrated Children's services (EL)</p> <p>School Improvement Service (EL)</p>	<p>Ongoing</p> <p>By December 2009</p> <p>December 2009</p>	<p>Children Leeds Parenting Forum, Education Leeds Consultation and Engagement Framework, Parent Partnership Service Team Plan, Family Support and Parenting Strategy, Disability Strategy</p>

3	<p>Staff skills are appropriately developed to ensure:</p> <ul style="list-style-type: none"> • Pupils in specialist provision continue to have excellent educational opportunities. • A core of staff from specialist provision and teams has appropriate skills to support pupils and teachers in mainstream settings. • The capacity of staff in mainstream settings is enhanced to provide excellence in SEN across all settings. This will relate directly to the MLD and Behaviour Strategies. 	<p>(i) Required skills are identified through analysis of need and further role.</p> <p>(ii) An audit of current skills and practice.</p> <p>(iii) An ongoing programme of staff professional development is established, funded and implemented.</p>	<p>School Improvement Service (EL)</p> <p>School Improvement Service (EL)</p>	<p>December 2009</p> <p>April 2010</p> <p>June 2010</p>	<p>Inclusion Charter mark standards</p> <p>Workforce Development Strategy, Common Assessment Framework, Quality Standards for SEN, Education Leeds People Development Strategy, Education Leeds Human Resource Strategy</p>
4	<p>The project management process will provide ongoing direction and rigour.</p>	<p>The Programme Board will undertake a review of the project management process.</p>	<p>Programme Board Chair</p>	<p>Jan 2010</p>	<p>Education Leeds Strategic Plan,</p>
5	<p>The challenges of 'management of change' will be addressed by ensuring key staff have appropriate training and support.</p>	<p>(i) The 'Change Management Toolkit' will be introduced to all key personnel involved in LILS.</p> <p>(ii) Integration of change management skills/training will be in the leadership programme.</p>	<p>Director of Organisational Improvement (EL)</p>	<p>Sept 2010</p>	<p>Workforce Development Strategy, Integrated Working, Organisational Change Policy</p>

6	Appropriate resources - staffing and financial will be available to support the project management process.	(i) Identify and secure a budget. (ii) Staffing for the programme will be identified.	Head of SEN (ICS, EL)	At review	Education Leeds Financial Strategy, Disability Strategy
---	---	--	--------------------------	-----------	---

Priority Two

Models of Provision

	Outcomes	How this will be achieved	By	By when	Links to other Strategies / Processes
1	A new model for 'resourced' and/or partnership provision will be developed which clearly establishes best practice for accountability frameworks, monitoring, staff development and quality assurance.	(i) An initial meeting with headteachers and other agencies to scope this work. (ii) Task group established with terms of reference. (iii) Report produced for consultation.	Director of ICS & Head of SEN	November 2009 December 2009 January 2010	Schools Forum, Disability Strategy, Vulnerable Children, Commissioning Strategy
2	Terms of reference, accountability and quality assurance mechanisms established and agreed with the Area Inclusion Partnerships relating to funding already delegated.	(i) A working group established to agree terms of reference, accountability and quality assurance mechanisms. (ii) Implementation of new-role of AIP in all wedges.	Director of ICS & Head of SEN	April 2010	Statutory Attendance and Behaviour Partnership, Fair Access Policy, EOTAS Policy, Safeguarding
3	A model for the extended role of Area Inclusion Partnerships taking greater responsibility/accountability for targeted support for pupils will be piloted in the South.	(i) Scoping document and accountability framework agreed. (ii) Model generated by South wedge and critically reviewed by headteachers from other areas and Education Leeds. (iii) Financial arrangements agreed.	Director of ICS & Head of SEN	September 2009 November 2009 April 2010	Schools Forum, Headteacher Forum, 14-19 Strategy, Integrated Process, CAF

		(iv) Pilot project established.		September 2010	
4	Options for future governance and organisational arrangement for SILCs will be consulted upon.	(i) Formative consultation with key partners. (ii) Formal consultation process	Change Co-ordinator Change Co-ordinator	April 2010 September 2010	Disability Strategy, Integrated working policy, Provision Development Map (EL), 14-19 Strategy
5	SILCs will be core members of the Area Inclusion Partnerships providing a range of services.	A working group of SILC Principals, AIP representatives, mainstream staff and Education Leeds staff will establish a model of best practice for: <ul style="list-style-type: none"> • Maximising SILC resources to meet SEN needs in mainstream schools • Consideration of further devolvement of funds to wedge level for the delivery of services 	Director of ICS	Jan 2010	School Improvement Strategy, 14-19 Strategy, Children with Disability Strategy, Child and Adolescent Mental Health Strategy
6	Areas of expertise will be developed to enable SILCs to act as the focus for the development of this expertise across the city.	A core group of SILC Principals, staff, governors and Education Leeds staff to draw up proposals for consultation between all staff for consultation between all staff, governing bodies and parents.	School Improvement Service	December 2009	School Improvement Strategy, 14-19 Strategy
7	A strategy will be developed which: <ul style="list-style-type: none"> • Identifies training needs within mainstream settings • Financial mechanisms to ensure appropriate support • Ensures appropriate 	A working group will be established to produce a strategy document.	Advisory Service (EL)	April 2010	Inclusion Charter Mark Standard, Workforce Development, Disability Strategy, Quality Standards for SEN, School Improvement

	<p>support from central and locally managed services to schools and teachers</p> <ul style="list-style-type: none"> • The development of school based policy and practice 				
8	Centrally managed will be deployed and managed as locally as possible to support the development of locality working.	Current deployment will be reviewed and a plan for deployment and management at a local level prepared for consultation.	Director of ICS	April 2010	Workforce Development, Education Leads People Development Strategy, Joint Commissioning, Locality Working

	difficulties.	<p>(ii) A review of the BESD SILC with full consultation with parents, pupils, staff and other agencies.</p> <p>(iii) A plan for consultation which sets out future support for children and young people with behaviour difficulties which includes:</p> <ul style="list-style-type: none"> • The development of a possible multi-agency hub for those with emotional and mental health problems • The role of AIPs and SILCs developing local continuums of provision 	<p>School Improvement Service</p> <p>Director of ICS</p>	<p>Feb 2010</p> <p>June2010</p>	<p>Family Support and Parenting Strategy, Financial Strategy, School's Forum, Locality Working, Workforce Development</p>
4	The development of local provision for children and young people who have behavioural difficulties through the Area Inclusion Partnerships.	Establishing a pilot project in the South wedge which provides greater authority and accountability for the provision of resources currently held centrally.	Head of EOTAS	April 2010	Locality Working, CAF, Safeguarding

Priority Four

The development of a strategy for pupils with moderate learning difficulties which will enable them, when appropriate, to be educated within mainstream settings.

	Developmental Activities 2009 - 10	How	Lead	When	Links to other Strategies / Processes
1	<p>A strategy will be developed which:</p> <ul style="list-style-type: none"> • Identifies training needs within mainstream settings • Financial mechanisms to ensure appropriate support • Ensures appropriate support from central and locally managed services to schools and teachers • The development of school based policy and practice 	A working group will be established to produce a strategy document.	Advisory Service (EL)	April 2010	Inclusion Charter Mark Standard, Workforce Development, Disability Strategy, Quality Standards for SEN, School Improvement
2	Centrally managed staff will be deployed and managed as locally as possible to support the development of locality working.	Current deployment will be reviewed and a plan for deployment and management at a local level prepared for consultation.	Director of ICS	April 2010	Workforce Development, Education Leeds People Development Strategy, Joint Commissioning, Locality Working