



**Special Educational Needs and Disabled Children and Young People 0 – 25 Strategic Board  
Communication and participation Working Group**

**Terms of Reference**

**Purpose**

- To develop a shared vision across Shropshire education, health and social care services for the provision of information for SEND families and Practitioners, to enable the effective delivery of services and support.
  
- To develop a shared vision across Shropshire education, health and social care services for embedding Participation for SEND families at all levels of decision making.
  
- Develop 0 – 25 SEND Communication & Participation Strategies that are easy to understand and provide a basis on which to effectively communicate and engage with children and young people with SEND and their families and carers.
  
- To ensure that a Local Offer is in place for Shropshire that is co- produced with children and young people and provides information in an accessible format, that sets out in one place information about provision available for children and young people who have special educational needs and/or disabilities and how to access it.
  
- To report to the 0-25 SEND Strategic Board on the development and implementation of the Shropshire Communication and Participation Strategy; highlighting outcomes and identifying any gaps or obstacles to implementation.
  
- Review and keep up to date Shropshire’s understanding and awareness of national guidance and statutory legislation on communication and participation and to review the Shropshire Communication and Participation Strategy as required.
  
- To monitor the findings of local inspections / peer reviews and consider and respond to any implications for SEND Communication and Participation in Shropshire.

**Principles**

- To work collaboratively as a partnership on the delivery of effective Communications and Participation systems in Shropshire
- To enable:
  - o children and young people with SEND and their parents and carers participate in the development of services and strategies
  - o partners to understand the needs of children, young people and parents and carers
  - o provision to meet the needs of children, young people, parents and carers
  - o relevant easy to access information to be made available
  - o personalisation to underpin everything that we do
  - o service development to be coordinated and assessment processes to be streamlined

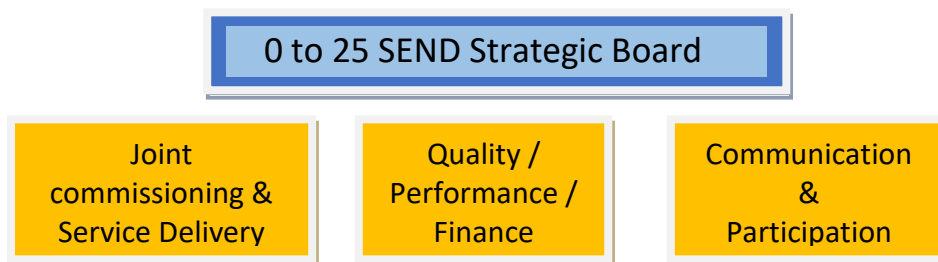
- o budgets to be used effectively and efficiently
- o any developments in universal services to take into consideration the needs of children and young people with SEN and/or disabled children and young people and their parents and carers.

**Accountability and Responsibility**

**Governance:**

- The group will regularly report to the 0-25 SEND Strategic Board
- The SEND Communication and Participation Group members will ensure:
  - o Attendance and active contribution at workstream meetings on a regular basis
  - o Effective communication on information from the SEND Communication and Participation workstream is in place within their agency and act as a two-way conduit for information on SEND Communication and Participation Strategy

**Reporting Lines**



**Membership**

NAME	ROLE	ORGANISATION
David Coan (Co Chair)	Lead for Safeguarding	Shropshire CCG
Sarah Thomas (Co Chair)	Participation Co-ordinator	Shropshire PACC
Steve Ladd	Service Manager	Children’s Social Care
Garry Dean	Provisions and Monitoring Lead	SEN Team
Anne Marie Speak	Healthy Child Programme Co-ordinator	Public Health
Adelle Wilkinson	Community Engagement Officer	Shropshire Healthwatch
Kelly Kubilius	Transition Lead	Adult Social Care
Lesley Perks	Service Manager	Shropshire IASS
Mark Donovan	Engagement Lead	Shrops Community Health Trust
TBC	Young Person with SEND – 18 - 25	Taking Part
Andrea Harper	Communication Lead	Shropshire Clinical Commissioning Group

In addition - other representatives to be invited on an ad hoc basis according to specific topics.

**Frequency**

Meetings to be held on a half termly basis

**Business Support**

Business Manager  
Email

Lorraine Laverton  
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