

Transition Sub-Group Meeting

Monday 7th September 2009 – 10.30 am – at Oakfield College



Present:	Liz Parkinson	- Team Manager - LDT North (Chair)
	Colin Reynolds	- Transition Social Worker - LDT
	Joanne Kett	- Senior Nurse - Transition Nursing Team
	Viv Arpino	- Project Officer - Access & Inclusion Team
	Wendy Bowles	- Principal Officer (Transition) - Access & Inclusion Team
	Cathy Claxton	- Assistant Head - Oakfield
	Kath Jolley	- Pastoral Support Manager - Oakfield
	Anthony Rigby	- Oakfield Student
	Ken Smalley	- Family Member

1. Apologies and Welcome

Apologies from Gill Melling and Jane Stephens. Welcome to Cathy Claxton and Anthony Rigby.

Kath asked if some background information could be given around agenda items, as they are discussed, for the benefit of new members.

2. Minutes of Meeting held on 8th June 2009.

The minutes of the previous meeting were agreed.

3. Matters Arising

- Kath had attended.
- Joanne and Helen Hollett had discussed Health representation on the group and it was considered that the current representation was appropriate.
- Liz is still waiting for the list of people trained to carry out PCRs from Ruth Gorman. Sheila Robinson is to establish who from Embrace has been trained. Also need to find out which parents have been trained. Ken had received an offer from Norman of Wigan Linc who would be willing to do 3 or 4 PCRs free of charge. Ken to provide contact details to Kath, should she wish to take up the offer.

4. Transition Training

Wendy spoke about the purpose and importance of transition training, particularly for families of young people moving from Children's to Adult Services.

- The training will be themed around legal issues, ie, Mental Capacity Act, consent and will making, etc, to keep families up-to-date with recent changes in the law. Liz to contact Peter Action to discuss his availability. Joanne to clarify consent around Health at the next meeting.
- Once the dates have been agreed Liz will look at the availability of St Peter's Pavilion. October/November would be ideal or, failing this, early Spring.

- It was felt that to hold a session for delivery of information, and then a feedback session, a couple of weeks later, would be beneficial. This would allow time for thorough digestion of information and thought about any issues to raise or questions to ask.
- As in previous years, the target audience will be families of Y13/14 students.
- Viv to explore the possibility of advertising via the Parent Partnership Newsletter – depending on timescale.

5. Transition Event 2009

Colin explained the purpose and format of the annual Transition Event.

- Lowton Civic Hall has been booked for Thursday, 28th January from 1.00 – 7.00 pm.
- Colin has discussed catering with Young Friends Together.
- Viv to circulate last year's stallholder invitation list, with the minutes, for the group to review. Any suggested additions/deletions to be discussed next time. Liz to contact Adult Placement Team to encourage attendance.
- TE Planning Group to meet immediately following full group meeting on 19th October to discuss further details, including advertising methods, ie, production of poster, use of 2009 promotional DVD, etc. All ideas welcome.

6. Feedback from Previous Meetings

The Joint Transition Group (JTG) had met on 31st July. Wendy explained that the group is a multi-agency group, which meets half-termly, to monitor, evaluate and review the transition process for young people with complex needs, from the Transition Review at Year 9, until they leave school.

The group has recently become involved with the Aiming High 3-year Transition Support Programme which is intended to improve the experiences of disabled young people in transition. Through the completion of a Self Assessment Questionnaire, Wigan has secured funding for this year, and is working towards increasing the level for next year. Allocation of funding will be based upon the level of progress made.

JTG will next meet on Friday, 2nd October.

7. Transition Pack

Jane had requested that this item be discussed, as she is concerned that the current pack is in need of an up-date, and funding sources would need to be explored. The pack is handed out at review meetings and contains information about what everyone should know when leaving school. All feedback about the pack has been very positive. This will appear as an agenda item at the next meeting.

8. Any other Business

Y14 Leavers - 2009

Ken asked if all leavers had secured placements. Colin said that they had, and that there will be a similar number in 2010.

Anthony added that he is in Y14 this year and is currently doing work experience through 'World of Work'. He will be looking for employment when the time comes.

Ken reported that discussions around entrance and exit strategies for Young Friends Together are ongoing.

9. Date and Time of Next Meeting

The next meeting will be held at Oakfield College on Monday, 19th October at 10.30 am, followed by the Transition Event Planning Group meeting.