

**Transition Sub-Group Meeting**  
**Wednesday 20<sup>th</sup> January 2010 at Oakfield College**



<b>Present:</b>	Wendy Bowles	- Principal Officer (Transition) - Access & Inclusion Team
	Colin Reynolds	- Transition Social Worker
	Gill Melling	- Transition Social Worker
	Joanne Kett	- Senior Nurse - Transition Nursing Team
	Viv Arpino	- Project Officer - Access & Inclusion Team
	Jeanette McGuire	- Connexions Area Manager
	Ruth Hurst	- Children's Social Worker
	Kath Jolley	- Pastoral Support Manager – Oakfield
	Ken Smalley	- Family Member

Wendy welcomed Jeanette and Ruth to their first meeting of the group and introductions took place.

**1. Apologies**

Liz Parkinson.

**2. Minutes of Meeting held on 19<sup>th</sup> October 2009.**

The minutes of the October meeting were agreed.

**3. Matters Arising**

• **Person Centred Reviews**

Wendy explained the situation re implementation of PCRs for the benefit of the new members. There was no update other than to say that identification of personnel for PCR training is ongoing.

• **Transition Training (Re Legal Issues)**

**PLEASE NOTE - update following January meeting:** The training dates which had been originally set for 12<sup>th</sup> and 19<sup>th</sup> February have now been re-arranged to take into consideration February half-term. The new dates are 30th April and 7th May - both morning sessions. The venue is still to be arranged.

The main target audience will be parents, and numbers will be limited to approximately 35. Wendy clarified that Adult Services would take the lead on issuing invitations. Kath asked Colin to let her know if there would be any places available for members of the Oakfield parent group. Ken stressed the importance of awareness raising in this area.

The item will appear on the February Agenda.

- **Recent and Forthcoming Meetings / Events**

**Joint Transition Group:** 4<sup>th</sup> December 2009

- The outcome of the LA's submission of TSP SAQ2 is still outstanding.
- The Protocol is in the process of being updated.

**Transition Support Programme Events**

Free events are being offered by the TSP Team. Agendas will be circulated as they arrive.

- 9<sup>th</sup> February – Regional Event at Liverpool
- 3<sup>rd</sup> March – Open Space Event – Widnes (parent-led)

- **Transition Pack**

This is still considered to be a very useful resource, although some contact details now require updating. Jeanette will bring along copies to be handed out at the Event.

- **DVD**

The DVD will not be ready in time for the event, as there is a funding issue.

Viv to discuss funding re both of the above with Elaine Baulcombe.

**4. Transition Event – 28<sup>th</sup> January 2010 – Lowton Civic Hall, 1.00 – 6.30 pm**

Wendy explained the format of the event for the benefit of new members, and reminded everyone to continue to promote the event in schools leading up to the date.

Viv reported that 39 organisations are expected. All arrangements are in place and the event has already been well publicised. Media & Comms to arrange a press release which will go out at the beginning of next week.

Joanne will bring Evaluation Sheets and signing-in sheets on the day for use in monitoring attendance and the effectiveness of the event.

**5. Date and Time of Future Meetings**

Provisionally set – all 10.30 am

Date	Venue
22 Feb	Oakfield College
12 April	tba
24 May	tba
5 July	Oakfield College

Date	Venue
13 Sept	Oakfield College
1 Nov	Oakfield College
13 Dec	Oakfield College