



Transition Sub Group

22.02.2010 **10:30 a.m.**

Oakfield College

In Attendance

Wendy Bowles	(Access & Inclusion - Children & Young People's Services)
Shirley Hancock	(Children With Complex Needs Team - Social Work)
Kath Jolley	(Pastoral Manager - Oakfield College)
Joanne Kett	(Community Nurse - Transition Team)
Liz Parkinson	(Team Manager- Transition Social Work)
Colin Reynolds	(Transition Social Worker)
Clare Williamson	(Speech & Language Therapist - Student)

Apologies

Cathy Claxton	(Deputy Head - Oakfield College)
Gillian Melling	(Transition Social Worker)

Introductions and apologies were provided and previous minutes agreed as accurate. The Agenda was set as follows

- 1) Transition Event Feedback**
- 2) Transition Training Update**
- 3) Questionnaire (origin - Hawkley Brook College)**
- 4) Changes in Administration Support**
- 5) A.O.B.**

1) Transition Event Feedback

Joanne outlined that she has done some preliminary reading of the questionnaires / feedback forms that had been returned. This outlined the following

Attendance was 190 in total (an increase on last years attendance figure)

The feedback has been mainly positive. The less favourable comments referred to the heating of venue and some comments that related to food. Further discussion took place regarding the provision of food and whether or not this would continue for future events (based on this element attracting consistently negative feedback and the frustrations this can produce).

Colin outlined the marked increase in young people attending from mainstream placements. He felt that this was a success compared to previous years.

Clare had attended the Event and outlined that she felt it was a positive event / occasion.

Liz brought up the issue around funding the event. Following funding having ceased from the Partnership Board this years event was funded via Adult Services. In view of the input from varying agencies it was agreed that funding streams should be shared three fold (CYPS, Health and Adult Services). Wendy outlined that the pot of money attached to the Transition Support Programme is a potential that could be explored. She will discuss this with Elaine Baulcombe.

Next year's event is tentatively agreed for **Thursday January 27th 2011**. Until the funding for future events is agreed planning cannot progress.

In addition to this venues will need to be considered too. There has been previous suggestion of holding this on a school site but, one needs to be mindful of the space and environment required (this year saw a total of 43 stall holders).

2) Transition Training Update

The previously proposed dates / times were unsuitable due to a clash with the February half term. Liz has arranged the following

Peter Acton can provide sessions on 30.04.2010 and 07.05.2010 (both Friday's)
Peters Pavillion (Hindley) is provisionally booked.

Peter requires an idea / proposal of agenda items and structure to the sessions. It's agreed that these will take place between 10-1 / 1:30 and that a total of 30-35 people will be invited. Invitees will be identified from the population of school leavers in years 12-14 (aged 15/16-18/19). Themes that are agreed are as follows

Legal issues (shared ownership, consent issues, Mental Capacity Act, will making)

The sessions will be structured so that session1 is information giving and session 2 is reflection and questions. This ensures that parents have a period of 1 x week for the complex and often sensitive issues to have been considered and processed.

Colin outlined that 2 x spaces are usually reserved for our colleagues in CYPS. Shirley confirmed this would be of benefit.

Wendy will email colleagues in the hope of identifying potential people to participate too.

3) Questionnaire (Hawkley Brook College)

Joanne provided some background context to a recent questionnaire she had received. This came about via the recent Trainee Assistant Practitioner (Joanne Williams) having spent some time at Hawkley Brook.

Discussion took place around some content and comments made within a spreadsheet outlining responses. These pertained to contact / information with Connexions Advisors and Transition Social Workers. On more detailed discussion it became apparent that we did not have enough information about the origins of the questionnaire, the response rate (i.e. percentage of return) to further discuss. Joanne will look into this further.

Discussion outlined the following points

- a) some questions were ambiguous in nature.
- b) were findings / results going to be shared with people ?
- c) future use of questionnaires could be something worth discussing with the group.

4) Changes In Administration Support

Wendy outlined that Viv Arpino has changed to part time working. After some negotiation it has been confirmed that Viv can remain supporting the Group however, the days of meetings would require change (please see final section of the minutes). The group agree with this in view of the great support and important role that Viv plays within the group.

5) A.O.B

Transition Pack (Blue Booklet)

Wendy noted that she has had recent experiences where parents have not been given the Transition Planning booklet at Reviews (Year 9 in particular). She has discussed with Joanne Melia (Connexions Advisors) and a new stock will be accessed via London House (there are packs here). The importance of distributing these packs is high.

More Than Words Event

Colin provided Kath with a print out of an up and coming event (17.03.2010) - he will forward the email link to Kath so she can consider and respond with interested parties if an appropriate event for them to attend.

Changing Dates & Times For Future Meetings (note that all will take place at Oakfield College)

Next Meeting: Wednesday 21 April at 2.00 pm

24.05.2010	<i>now to be held</i>	21.05.2010	11:00
05.07.2010	<i>now to be held</i>	02.07.2010	11:00
13.09.2010	<i>now to be held</i>	17.09.2010	11:00
01.11.2010	<i>now to be held</i>	05.11.2010	11:00
13.12.2010	<i>now to be held</i>	10.12.2010	11:00