

**Norfolk SEND Youth Forum**

**Wednesday 11th December 2024, 6:30pm – 7:30pm**

**Meeting Minutes**

**Attendees:**

Bridget Robinson (Norfolk SENDIASS)

Belinda Coxall (Norfolk SENDIASS)

Gabriel

Alec

Isaac

Reece

Charlotte

Callum

Lily

Katrina

Charlie

**Apologies:** Dawn Jones (Inclusion & SEND, NCC)

**Welcome and introductions**

Everyone introduced themselves and shared an interesting fact with the group.

**Professional Consultation**: **Claire Jones and Amy Driver – SEND Survey 2025 launch**

Claire Jones – Local Offer Manager and Amy Driver – Participation Officer attended the meeting to ask members for their help with the SEND Survey 2025.

**Background - SEND Survey 2023**

The Youth Forum helped with the SEND Survey in 2023 and one of the outcomes from that consultation was there was not enough places to go, clubs or activities for children and young people with SEND. This led to the ‘My Friends and Activities’ theme being created and there is now a group of people working together to improve this for children and young people with SEND.

This shows that children and young people were listened to, and changes were made, and their views are now being collected for the SEND Survey 2025.

**SEND Survey Plan**

The SEND survey plan started with survey planning between October and December 2024 and should be finalised in August 2025.

The survey will open on 13th January 2025 for six weeks and it aims to reach as many people as possible across all communities in Norfolk

* Children and young people with SEND
* Their parents/carers
* The people who work with them

**The Goal**

* Collect lots of information from you, your parents/carers and the people who work with you
* Read it all carefully
* Understand what everyone thinks is working well and what needs to improve
* Write the important messages in reports for decision-makers to read
* They will use the reports to make the right decisions that will improve your lives

**Accessible Options**

Claire shared a slide on more suggested accessible options: -

* widget version and easy read version of the questions via paper and online.
* A braille version is also being worked on.

A member of the group suggested an audio version or a preload on a tablet. Claire will check with Jon Nice to see if this is possible for this survey but if not consider this in the future.

One of our members offered to look at doing an AI version. Claire to send an easy read version of the survey to Bridget to pass on to the member.

**I am healthy for me?**

The question below was shown to other groups/organisations, and did not receive good feedback and the group were asked for their suggestions.

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The group came up with the following: -

* Do I feel good in my head (Mental Health)
* Do I feel good in my body (Physical body)
* Am I healthy mentally and physicallyor
* Are you in good health?
* I feel healthy. (Physical, emotional) or do you feel healthy?

Everyone liked ‘do I feel good in my head’ and ‘do I feel good in my body’ and Claire and Amy made a note of this suggestion.

**SEND Survey Poster**

A poster has been designed to promote the SEND Survey and it will be sent out to the group for their views.

The group were asked what should be on the poster.

* I am an artist so i hope that i can help with the poster
* If you don’t tell us we don’t know, it’s your time to share in the SEND Survey
* Easily rhetorical questions on the poster - like do you feel supported? etc
* Use a phrase like "we need you to help us make a change, don't waste your chance to make improvements"
* if they have any things that they may not know the SEND survey may help them and answer their questions

**How to encourage completion of the SEND survey**

The group talked about how to encourage children and young people, parents/carers and people who work with them i.e. schools to complete the survey.

* Let them know by completing the survey it will make it better for other people in the future
* Ask people questions about how they feel.
* Teachers are busy with work and students so send a physical copy to schools or electronically via their mailbox.
* Ask our parents to do it too
* When they fill it in if they don’t quite get the answers that they want, they could have an email contact to get even better answers than they might get from the survey
* If they have anything that they may not know the SEND survey may help them and answer their questions

**Comments from the Group about Actions and Results**

One of the members asked why things take so long to get done and felt by the time things were done they had moved on. The group commented as follows: -

* The group agreed that they needed to know what we say will be listened to and actions will be taken and will change if we give our opinions.
* It’s hard to see actual changes in real life but that’s not that they aren’t there but it sometimes feels like you don’t get a follow up on what has changed.
* There needs to be some quick wins or results communicated fast because everything does seem to take so long

The group’s comments and concerns were acknowledged, and it was agreed to keep the group up to date on the progress of the survey.

**Survey Distribution**

The group were asked the best time to send the survey out to reach as many people as possible.

The group had mixed views on whether it should be mornings, evenings or school/work time, and it was agreed to send it at different times during the six-week period.

Claire and Amy thanked the group for all their help and ideas.

Claire and Amy agreed to provide a quick update in March and then come back in June/July to discuss the results.

**Practice Week 18th – 22nd November 2024**

Bridget confirmed Lily, Charlotte and Isaac did a presentation for Practice week on Thursday 21st November about Opportunity. Bridget said they did really well, wrote some amazing things and made a big impression on the other people attending the presentation. The presentation was recorded and will be shared with the group when it is available.

**Interview Panel for Director of SEND Services**

Lily has recently been part of the Young Person interview panel to appoint the Director of SEND Services, Norfolk County Council. Lily asked which applicant was successful and Bridget has confirmed Jane Hayman was appointed.

**Christmas Trip**

The Christmas trip took place on Saturday 7th December at PuttPutt Social crazy golf with lunch at the Burger House in the Castle Quarter. Everyone had a good time and enjoyed themselves.

For those members who did not attend they will receive something through the post shortly.

**Christmas Scavenger Hunt**

The Youth Forum finished the meeting with a scavenger hunt – Bridget set the challenge to find something with a Christmas animal on it.

**Any other business** **(AOB**)

There was no other business and Bridget wished everyone a Happy Christmas and the next meeting will be on15th January 2025.

**Thank you for all your contributions!**