

# SEND and Inclusion Network Meetings

Primary

23<sup>rd</sup> September 2025

3.30 – 4.30pm



Please mute your mic  
when you join the  
meeting – thank you!

# On today's agenda...

- **Welcome and Introductions**
- **Updates from the EHCP Team**

❖ *Helen Petrie*

- **EAS, CME and Virtual School**

❖ *Jo Smith, Laura Goodall and Adriana Coupe*

- **Early Help SEND Drop-ins**
- **SEND and AP Change Programme**
- **CPD Opportunities**
- **Future meetings**

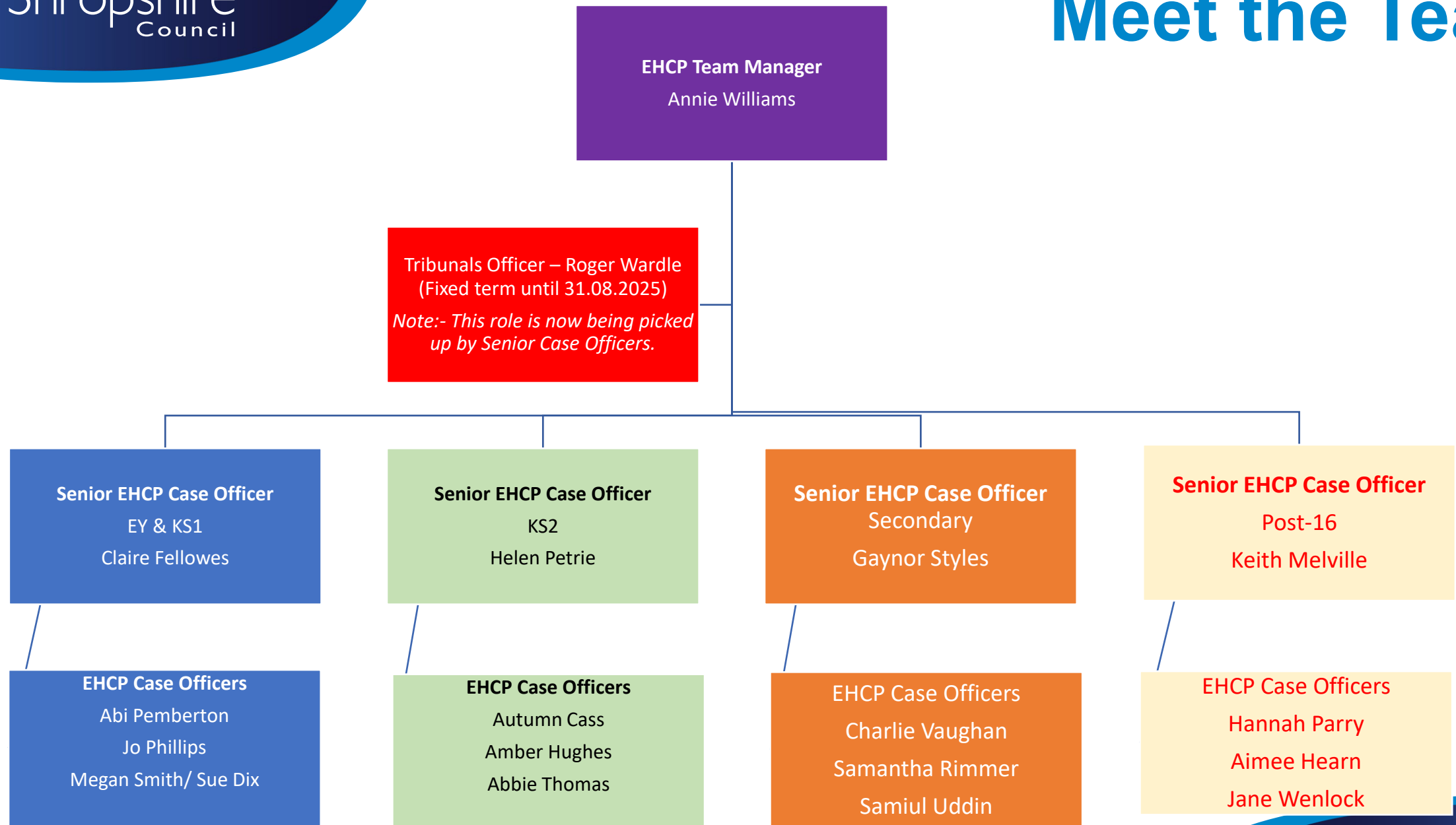


Please sign up for the SEND and inclusion newsletter for professionals and practitioners here:

[SEND and inclusion newsletter - CPD special, September 2025](#)

*Use the box on the right-hand side to subscribe to updates*

# Updates from the EHCP Team



**EY / KS1 Team**  
**Senior EHCP Case Officer**  
**Claire Fellowes**

# Contact Details

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- [sue.dix@shropshire.gov.uk](mailto:sue.dix@shropshire.gov.uk)

- EHCP Team email address
- SEN Team Manager

[ehcpteam@shropshire.gov.uk](mailto:ehcpteam@shropshire.gov.uk)

[annie.williams@shropshire.gov.uk](mailto:annie.williams@shropshire.gov.uk)

# Case Officer Allocations

## EY/KS1 Team

EHCP Case Officer	Area of main responsibility	Case Allocation by home postcode for all cases
<b>Jo Phillips</b>	North Shropshire	SY10, SY13, SY12, SY11, SY22, TF9, TF6, CW3, CW2, CW1, LL14
<b>Megan Smith</b>	North Shropshire	SY1, SY4
<b>Abi Pemberton</b>	South Shropshire	SY3, SY2, SY5, SY6, SY9, SY21, SY15, SY7, SY8
<b>Sue Dix</b>	South Shropshire	WV16, WV15, WV6, WV7, WV5, TF11, TF3, TF4, TF8, TF12, TF13, DY12, DY14, WR15 ( <i>Out of county</i> )

**KS2 Team**  
**Senior EHCP Case Officer**  
**Helen Petrie**

# Contact Details

- [helen.petrie@shropshire.gov.uk](mailto:helen.petrie@shropshire.gov.uk)
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  - [abbie.thomas@shropshire.gov.uk](mailto:abbie.thomas@shropshire.gov.uk)
- 
- EHCP Team email address [ehcpteam@shropshire.gov.uk](mailto:ehcpteam@shropshire.gov.uk)
  - SEN Team Manager [annie.williams@shropshire.gov.uk](mailto:annie.williams@shropshire.gov.uk)

# Case Officer Allocations

## KS2 Team

EHCP Case Officer	Area of main responsibility	Case Allocation by home postcode for all other cases
<b>Autumn Cass</b>	North Shropshire	SY4 SY10, SY11, SY12, SY13 SY22, LL14 CW3, CW2
<b>Abbie Thomas</b>	Central Shropshire	SY1, SY2, SY3, SY5
<b>Amber Hughes</b>	South Shropshire	SY6, SY7, SY8, SY9 SY15, SY16, SY21, TF3, TF4, TF5, TF6, TF7, TF8, TF10, TF11, TF12, TF13, DY12, DY14 WV5, WV6, WV7, WV15, WV16 HR1, WR15 TF9

## KS2 Team key areas of focus 2025/2026

- Year 6 Phase Transfers – @**250** pupils currently in Year 6 **with** EHCPs.
- An additional **80** Year 6 pupils going through **EHCNA** process (increasing weekly).
- Encouraging schools to start the APDR process earlier and submit a request for EHCNA during Year 5.

## KS2 Team key areas of focus 2025/2026

- **Around 185 KS2** pupils going through EHCNA process (increasing weekly).
- EHCNA – backlog of draft EHC plans to be written.
- Quality Assurance of EHC plans (1 in 5).
- Senior EHCP Case Officers learning about the Tribunal processes from start to finish and working on new cases alongside Roger Wardle.

# Phase Transfers

## Annual Review – Statutory Timeframes

### Year 6

<b>15<sup>th</sup> February 2026</b>	<b>15 days</b>	<b>15 days</b>	<b>Within 4 weeks following the AR</b>	<b>Within 2 weeks of AR</b>	<b>Autumn Term 1 2025</b>
Final EHCP naming setting	(next setting) Consultation period	Parents/Guardians respond to the PAP and name a school of their choice	LA decision shared Proposed Amended Plan (PAP) issued	School/setting send AR to invitees and LA	At least 2 weeks before agreed date Invitation to attend Annual Review (AR)

# Annual Reviews

## Key Messages 25/26

- Year 6 Annual Reviews should be submitted to the EHCP Team no later than **31<sup>st</sup> October 2025** and should lead to a finalised plan before the **statutory deadline of 15th February 2026**.
- Annual Review documentation **must** evidence the importance of:
  - Voice of the child / parent/carer
  - Updates from **all** other key professionals involved with the child – where applicable such as **Social Care/Health/BeeU etc.** SC/Health/BeeU colleagues should be invited to attend the Annual Review – if their physical presence is not possible, they should submit an updated report to be included with the schools Annual Review paperwork. **Sec 9.176 (CoP)** *‘The school must seek advice and information about the young person prior to the meeting from all parties invited, and send any advice and information gathered to all those invited at least two weeks before the meeting.’*
- Remind parent/carer to submit **parental preference for secondary provision** via Admissions Portal **and** document in Annual Review paperwork.
- Annual Review link (Local Offer) [EHCP annual reviews | Shropshire Council](#)

# Key Difficulties 2025/2026

- Volume of Year 6 Phase Transfer Annual Reviews – all EHC plans to be amended / issued for parental/school comments and consultations sent with 3 Case Officers.
- Additional reports / professional advice (Health, BeeU, Social Care) not always being submitted alongside Annual Review paperwork.
- LA attendance at Annual Reviews.
- Timeliness of LA response – impacted by volume of Annual Reviews coming in across all year groups / missing information.
- EHC Plans **MUST** be amended at Phased Transfer and Key Stage change.
- More requests for specialist placements than we have available spaces.
- Managing parental expectations regarding placements.



# Survey

## **SENCOs, Headteachers and anyone who has provided advice to support EHC needs assessment/annual review:**

- Shropshire Council and NHS Shropshire, Telford and Wrekin have launched a new survey, to help education, health and care organisations in Shropshire to understand the experience of practitioners and partners who have engaged with the Shropshire EHCP Team in the provision of advice to support Education Health and Care Needs Assessments and annual reviews for children and young people with SEND.

Complete the survey: <https://forms.office.com/e/fyk4KMY9Zf> which is open until **Monday 6 October 2025**

# Updates from EAS, CME and Virtual School

# Inclusion and AP Task Force Lead



Sits within EAS

3 key areas of development to support the SEND & AP Change Programme (DFE)

Traded elements to support sustainability

- SEMH Outreach
  - Alternative Provision expansion
- Support for Integration and Engagement with mainstream e.g. through FAP
  - New EBSA support re AI tech and potential roles

## Critical shifts to enable inclusion & sustainability

We want to shift the focus of local systems towards greater inclusion, using available resources more effectively across partners and between settings to identify and meet needs in mainstream education.

### To move from...

**Fragmented local landscape of provision** for inclusion across education, health and local authorities

**Reliance on statutory assessments and referrals** to specialist services to access support

**Lack of confidence** among parents and settings that special educational needs can be met within mainstream

**Lack of capacity and support** within the mainstream workforce to meet needs inclusively

**Unsustainable pressure on High Needs funding** and conflict between partners about how to prioritise funding



### Towards...

**More joined-up provision** that responds to local needs and reflects a more consistent national approach

Greater capacity for prevention, early identification and intervention to **avoid needs escalating**

Consistent and comprehensive offer of support for inclusion that is **valued by settings and has confidence of families**

**Upskilling mainstream staff** to be able to identify needs and suitable interventions, including by utilising specialist workforce differently

**Better use of resources across local areas**, with investment in earlier support and targeted intervention

  
**Outshine**  
Outreach in Shropshire –  
Intervention & Engagement

**Early Intervention & Outreach**

Reach – Inclusion  
Hotline  
07816204706

Senior Outreach  
Advisors  
(SEMH) x 2

Alternative  
Provisions  
Directory

Outreach  
Support Officers  
(SEMH) x 2

Occupational  
Therapist (0.4)

**Re-Integration & Engagement**

Inclusion  
Mentors x 3

Family Support  
Worker

Available to all Shropshire Primary & Secondary Schools

Call the Reach Hotline **07816204706** to discuss

# Children Missing Education (CME)

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# CHANGES TO DFE GUIDANCE FOR CHILDREN MISSING EDUCATION (CME)

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# WHAT IS CME?

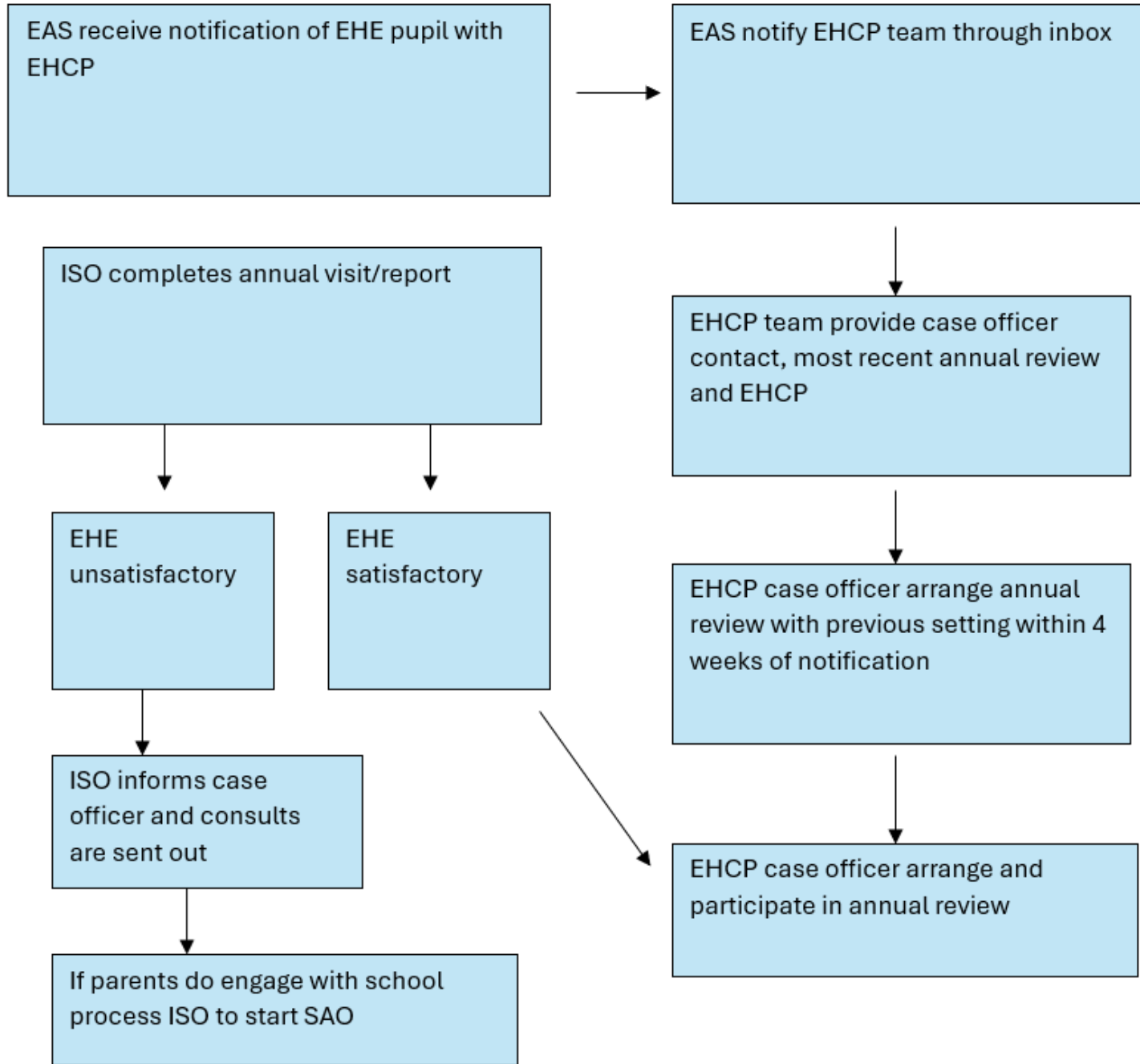
.CME are children of compulsory school age who are not registered pupils at a school and are not receiving suitable education otherwise than at a school

CME includes children who:

- are in the process of applying for a school place
  - have been offered a school place for a future date but have not yet started
  - are receiving elective home education (EHE) that has been assessed as unsuitable
  - have been recorded as CME for an extended period, for example where their whereabouts is unclear or unknown
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# EHE AND EHCPS



# Updates from the Early Help Team

# EARLY HELP SEND MEET & CHAT FAMILY DROP-IN

CONNECTING FAMILIES WITH  
SUPPORT ACROSS SHROPSHIRE

**GREG MCALOON**  
EARLY HELP SEND OPERATIONAL LEAD



# Introduction to the Sessions

## **Purpose of Sessions**

Sessions provide a welcoming environment for families to ask questions and receive guidance about SEND.

## **Goals and Support**

The sessions aim to offer advice, facilitate service access, and foster open dialogue among parent carers and professionals.

## **Community Connection**

These events build a community-oriented approach to bridge families with SEND services and professionals.



## Autumn Term Dates & Locations

Date	Time	Location
23rd September	2-4pm	Raven House, Market Drayton
14th October	1-3pm	Bridgnorth Library
13th November	10-12pm	The Lantern, Shrewsbury
4th December	1-3pm	Oswestry Library

# What Support is Available

## **Multi-sector Professional Support**

Professionals from education, health, and social care are available to provide comprehensive advice, support and guidance to our families at the sessions.

## **Tailored Guidance and Advocacy**

Families will receive personalised advice on EHCPs, the local offer, mental health, and wellbeing tailored to individual needs.

## **Holistic and Flexible Approach**

Sessions are designed to be flexible and responsive, ensuring relevant support for every family's unique situation.

# Professionals Attending

## Confirmed for Raven House:

- Neurodiversity Practitioners
- Designated Clinical Officer for SEND
- EHCP Case Officer
- Early Help Play Practitioner
- KIDS Shropshire Autism Support
- SENDIASS
- Preparing for Adulthood Team
- Local Authority Attendance Officer
- Family Information Service (FIS)
- Early Help 0–5 Team
- Parent Carer Council (PACC)
- Shropshire HAF (Holiday Activities & Food)



# Parent Feedback & Data Gathering

## **Collecting Parent Feedback**

Feedback is collected via an online form accessible by QR code at each SEND session to engage parents effectively.

## **Shaping Future Sessions**

Parents suggest future topics and share experiences to help tailor sessions to better meet family needs.

## **Improving Support Services**

Collected data helps evaluate and improve the effectiveness of current SEND support services in Shropshire.

## **Community-Driven Approach**

Involving parents ensures sessions are responsive and reflect the community's needs and voices.



# Call to Action

## Encourage Attendance

Please actively encourage parent carers of children with SEND to attend the upcoming Meet & Chat sessions. These events offer a valuable opportunity for families to access support in a relaxed and welcoming environment.

## Share the Information

Distribute session details through your networks—schools, clinics, community groups, and social media, to ensure families are aware of the dates, locations, and the support available.

## Support Accessibility

If you know families who may face barriers to attending (e.g. transport, confidence, language), please help them explore ways to participate or connect them with someone who can assist.

## Promote Feedback

Encourage families to complete the feedback form, either at the session or online. Their input helps shape future sessions and ensures we're meeting real needs.





AUTUMN TERM

**SEND MEET & CHAT FAMILY DROP-IN SESSIONS**

**RAVEN HOUSE**

**Tuesday 23rd September 2025**  
2:00pm-4:00pm

Raven House,  
129 Cheshire Street,  
Market Drayton, TF9 3AH

**BRIDGNORTH LIBRARY**

**Tuesday 14th October 2025**  
1:00pm-3:00pm

Bridgnorth Library,  
Listley Street, Town Centre,  
Bridgnorth, WV16 4AW

**THE LANTERN**


**Thursday 13th November 2025**  
10:00am-12:00pm

The Lantern,  
Meadow Farm drive,  
Shrewsbury, SY1 4NG

**OSWESTRY LIBRARY**

**Thursday 4th December 2025**  
1:00pm-3:00pm

Oswestry Library,  
Arthur Street,  
Oswestry, SY11 1JN



## AUTUMN TERM SEND MEET & CHAT MARKET DRAYTON COMMUNITY & FAMILY HUB

Hosted by Shropshire Early Help

Family Drop-In | Tuesday 23rd September 2025 | 2:00pm–4:00pm  
Raven House, 129 Cheshire Street, Market Drayton, TF9 3AH

Join us for a warm and welcoming drop-in session where you can connect with professionals, ask questions, and explore the support available to you and your family. Whether you're looking for advice, guidance, or just a friendly chat, we're here to help.

• **Meet the Services Supporting You at Raven House**

The following services will be attending this session, ready to listen, support, and offer practical advice tailored to your family's needs:

- **Family Information Service (FIS)** - Connecting families with local services, resources, and support networks.
- **SEND Local Offer** - A one-stop hub for information, services, and resources to help families understand and access SEND support across education, health, and social care.
- **SENDIASS** - Free, confidential advice on SEND processes, EHCPs, school meetings, transitions, and more.
- **Early Help Play Practitioner** - Supporting children's development and wellbeing through play-based approaches.
- **Designated Clinical Officer for SEND** - Offering guidance on health services and how to access the right support.
- **Early Help 0–5 Team** - Support for families with young children around development, nursery, and school readiness.
- **Parent Carer Council (PACC)** - run by Shropshire parent carers and family carers, offering opportunities for the Shropshire SEND Community to provide feedback to the local system, help to navigate and understand the SEND offer and peer networks which bring SEND families together.
- **KIDS Shropshire Autism Support Services** - Emotional wellbeing and early intervention support for autistic children and young people—no diagnosis needed.
- **Shropshire HAF (Holiday Activities & Food)** - Free holiday activities for eligible children, promoting healthy lifestyles and community engagement.
- **Preparing for Adulthood (PFA)** - Helping young people (16+) and their families navigate the transition to adulthood.
- **Neurodiversity Practitioners** - Supporting neurodivergent children and young people through inclusive education and family guidance.
- **EHCP SEND Team** - Providing advice on Education, Health and Care Plans and how they support your child's needs.
- **Healthy Lives Advisors** - Promoting health and wellbeing for children and families.
- **Local Authority Attendance Officers** - Offering support around school attendance and overcoming related challenges.



### HAVE YOUR SAY!

Scan the QR code to suggest topics and activities for future drop-in sessions.



## AUTUMN TERM SEND MEET & CHAT FAMILY DROP-IN

Hosted by Shropshire Early Help









### Do you care for a child or young person with Special Educational Needs and Disabilities (SEND)?

These sessions are open to anyone supporting a child with SEND — whether you're a parent carer, family member, or professional.

Come along to ask questions, get practical advice, and connect with professionals who understand your journey

#### Speak with experts in:

-  EHCPs
-  School support
-  Health and wellbeing
-  Social care
-  Mental health
-  Navigating SEND challenges

Each session will have different professionals available, so come along, have a chat, and find the help you need.



### HAVE YOUR SAY!

Scan the QR code to suggest topics and activities for future drop-in sessions.



<p><b>RAVEN HOUSE</b></p> <p>Tuesday 23rd September 2025 2:00pm–4:00pm</p> <p>Raven House, 129 Cheshire Street, Market Drayton, TF9 3AH</p>
<p><b>BRIDGNORTH LIBRARY</b></p> <p>Tuesday 14th October 2025 1:00pm–3:00pm</p> <p>Bridgnorth Library, Listley Street, Town Centre, Bridgnorth, WV16 4AW</p>
<p><b>THE LANTERN</b></p> <p>Thursday 13th November 2025 10:00am–12:00pm</p> <p>The Lantern, Meadow Farm drive, Shrewsbury, SY1 4NG</p>
<p><b>OSWESTRY LIBRARY</b></p> <p>Thursday 4th December 2025 1:00pm–3:00pm</p> <p>Oswestry Library, Arthur Street, Oswestry, SY11 1JN</p>

**SEND local offer:** <https://next.shropshire.gov.uk/the-send-local-offer/news/meet-and-chat-send/>

**Email:** [Greg.mcaloon@shropshire.gov.uk](mailto:Greg.mcaloon@shropshire.gov.uk)



# SEND and AP Change Programme

The Local Offer and SLG are currently being updated to communicate what is happening with the SEND and AP Change programme this academic year.

**NEW: monthly online updates** at 12.30pm and 4pm on the following dates to provide schools and settings with information and opportunities to get involved and shape the Local Inclusion Support Offer in Shropshire:

- 15<sup>th</sup> October
- 2<sup>th</sup> November
- 10<sup>th</sup> December
- 21<sup>st</sup> January
- 25<sup>th</sup> February
- 25<sup>th</sup> March

No need to book, just grab a cuppa and join us - click [HERE](#) for Teams links.

# Assistive Technology Lending Library

## Information Briefings and Wave 1 Launch:

Date	Time	Teams link
Wednesday 1st October	16:00-16:45	<a href="#">ATLL Briefing 1/10/25 16:00-16:45</a>
Thursday 2nd October	12:00-12:45	<a href="#">ATLL Briefing 2/10/25 12:00-12:45</a>
Friday 3rd October	14:00-14:45	<a href="#">ATLL Briefing 3/10/25 14:00-14:45</a>

You only need to attend one of these sessions.

**Scanning Pens** will be attending to launch their part of the pilot.

ATLL survey – please complete by Friday 10<sup>th</sup> October to help us shape the lending library:

- [ATLL survey for schools and settings](#)
- [ATLL survey for CYP and families](#)



# CPD Opportunities

## Welcome to the Shropshire Learning Gateway

What are you looking for?

### Early Years Information

Information on Early Years' funding, support, advice and training in Shropshire.

[Go to item](#)

### CPD

CPD opportunities for schools and settings.

[Go to item](#)

### Leadership, management and administration

Information for headteachers, governors and school administrators. Includes link to the weekly 'Education Update' (Tuesday email).

[Go to item](#)

### Teaching & Learning

Information for teaching assistants, teachers and subject leaders.

### Schools Human Resources, payroll and wellbeing

Schools HR. Payroll. Occupational Health. Wellbeing resources

### Education Access Service

School Attendance, Permanent Exclusions, Suspensions, Elective Home Education, Child Missing Education, Child Employment, Performance Licensing



## Reminder

# EBSA Toolkit and AV1 Robots launch

AV1 Robots are arriving in Shropshire! Please find links to webinars below as Shropshire prepares to launch their EBSA Toolkit, their offer of support and the AV1 Robots.

**Only one webinar needs to be attended.** No Isolation will present information and answer questions around the use of the AV1 Robots and Shropshire will share their offer of support, an EBSA toolkit and how schools will be able to access the Robots.

[EBSA and AV1 Robot Webinar 22/09/2025 3.30-5pm](#)

[EBSA and AV1 Robot Webinar 24/09/2025 3.30-5pm](#)

# Next meeting – F2F

## North

- 1<sup>st</sup> December 1:30pm-3:00pm: Alliance of Leading Learning Building (The Marches School)

## Central

- 2<sup>nd</sup> December 1:30pm-3:00pm: Shrewsbury Guildhall, Wilfred Owen room

## South

- 3<sup>rd</sup> December 1:30pm-3:00pm: William Brookes School

**[BOOK HERE](#)**

**Spring 2**– we are looking for venues to host (Central and South locations): please e-mail [EQA@shropshire.gov.uk](mailto:EQA@shropshire.gov.uk)

