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| <p style="text-align: center;"><b>Children &amp; Young People's Services and the National Health Service</b></p> |
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**Parent Carers Planning Group**

**Notes of the meeting held on Wednesday 15<sup>th</sup> October 2008  
at 10.30am at Ashington Community Centre**

**Present:**

|                        |  |
|------------------------|--|
| Peter Moor (Chair)     | Vice Chairman of the County Council                    |
| Nigel Scott-Dickeson   | Springboard Project                                    |
| Ranti Fallowfield      | Parent/West Sussex Parents Forum                       |
| Janice Knapp           | Parent   |
| Lindsey Butterfield    | Parent/West Sussex Parents Forum                       |
| Audrey Neate           | Carers Support Service – North & Mid Sussex            |
| Steve Large            | Carers Support Service – North & Mid Sussex            |
| Sue Berry              | Connexions   |
| Suzy Lemmy             | Child Disability Team – South East                     |
| Sarah Evans            | Child Disability Team – South East                     |
| Sue Aldred             | Manager, Camelia Botnar Childrens Centre               |
| Lorna Schmidt          | ICIS   |
| Jenni Herrett          | Kangaroos  |
| Bernie Daly            | Mencap & Wellspring                                    |
| Margaret Unwin         | Parent Partnership Officer, Parent Partnership Service |
| Debbie Buckwell        | Service Manager, Child Disability Teams                |
| Caroline Johnston      | You Can Do It  |
| Suzanne Fuller (Notes) | Administrative Assistant, Parent Partnership Service   |

**Attending**

|                 |                    |
|-----------------|--------------------|
| Janet Horsburgh | Extended Services  |
| Anne Parkinson  | Community Learning |

**Apologies**

|                        |   |
|------------------------|---|
| Kelly Willard          | Chairperson, West Sussex Parents Forum        |
| Councillor Robert Dunn | Deputy Cabinet Member                         |
| Kim Paul               | Vice chairperson, West Sussex Parents Forum   |
| Jon Philpot            | Service Manager, Special Needs & Disabilities |
| Tracey Light           | VSLDO   |
| Julie Birch            | Parent  |
| Helen Neve             | Children's Community Nursing                  |
| Carys Wreyford         | Early Childhood Services                      |

**1. Welcome, Introductions and Apologies**

Peter Moor extended a welcome to those present. There was a round of introductions.

**2. Minutes of 16<sup>th</sup> July 2008 and Matters arising from the Minutes**

The minutes of 16<sup>th</sup> July were agreed to be a correct record.

### Matters Arising - page 7

Steve Large informed the group that the 4-day carers break at Knowles Tooth had been very successful.

### **3. Topic for discussion – Play Strategy**

Anne Parkinson explained that Marilyn Barton is no longer the lead on Play Strategy. This piece of work now sits with the Youth Service. Carole Aspden, Principal Youth Officer, is now leading on it. Anne gave a brief update on the play strategy.

Anne suggested inviting Carole Aspden along to the next meeting for a more detailed update.

**ACTION: MU/SF**

### **4. Topic for discussion – Extended Schools**

The work is focusing on improving access to leisure activities, including for disabled children and children with special needs. There is a focus on extended schools and access to child care. Other priorities include: access to a safe place, speech & language support, mental health support, community access and family & parenting support.

It was suggested there needs to be more information for parents about leisure options, including about accessibility of services.

Caroline Johnston explained that she and a few other parents set up a group called You Can Do It! for parents and carers of children with Downs Syndrome. The children's age range was from a few months old to top end of Primary age. They have 40 parents on their e-mail mailing list.

For the past year they have been looking at leisure services including arts and sports activities. They held a successful inclusive activities day during the May half term and held 7 more over the summer holidays. One of the aims is to facilitate groups outside of schools for disabled children and their siblings.

Caroline told the meeting her group had secured funding from Sport England to run trampolining and gymnastic courses.

Anne explained that the extended schools service receives funding from Central Government, which is then devolved into schools. The schools are divided up into 24 localities and each locality gets funding, it is then up to each locality how they use this funding.

Anne said that schools would be looking at the needs of their localities and communities and consulting with young people, parents and families. The funding should be used to provide access to childcare, support services, family and parenting support and community access (ie to sports, arts and ICT).

Lindsey asked if parents should be approaching schools and asking what their plans were for extended services. Janet agreed this was something parents might want to do.

Anne/Janet said that the next step was for schools to put together project proposals to submit for approval. These were due back by the end of November 08 and projects should be in place by August 09.

There was a discussion about mainstream schools that were not facilitating access by disabled children to their service. Janet said they were approaching schools to tackle this.

Caroline said that this issue arose for her group. Whilst parents understand the difficulties access needs to be sorted out, as most of the children within their group go to mainstream schools. Caroline asked about Children and Family Centres and Janet confirmed they were linking with these.

Lindsey said her son attends an SSC with 9 other children who have not been able to attend out of school activities. This is because they only offer football and basketball, which none of the children want to take part in. Lindsey felt there need to be more options.

Janet suggested parents contact her if they find their child is excluded from outside activities. Details of Extended Schools Co-ordinators will be circulated.

**ACTION: JH/SF**

Debbie said Aiming High funding could not be used for beefing up what schools should already be doing, although could be used if activities were new or additional services and offering more choice.

Nigel asked how community groups could access the funding for extended services, if it was already tied up in schools. He felt there was a need for a joined-up strategy.

Debbie said it was difficult when funding was badged for specific projects. She said the Children with Special Needs & Disabilities Workstream group was working on these issues, under the auspices of the Children's Trust.

Anne said they were half way through a 5-year programme. She acknowledged there were difficulties but felt there were positive steps being taken. The next two priorities were working with special schools and planning a regional conference.

Nigel commented that he had not been involved in consultation around extended schools and he felt his organisation should be included. Jenni also felt Kangaroos should be included. Anne agreed to put them in contact with the Extended Services Consultant.

**ACTION: AP**

Anne said she would be happy to attend another PCPG meeting next year, to provide an update on progress as work moves forwards.

Nigel raised the Icount and M cards, both membership cards that enable children to access leisure facilities. He felt they were a good example of thinking outside the box. Debbie said this idea had been discussed at the Aiming High steering group.

## **5. Feedback from Parents Forum**

Kelly Willard and Kim Paul were unable to attend the meeting, but had put together an update of the Parents Forums activities. This was handed out during the meeting (appended to these minutes).

Lindsey and Ranti informed the group that the Transport Improvement Group meeting held on 9<sup>th</sup> October had been a useful day. There was only a small group of parents, but a lot of useful information was gathered on what was working and not working in terms of transport and ideas on how things could be improved. There was positive feedback from those parents who attended the transport meeting.

The next stage would be to put together a questionnaire and send it out to other parents who were not able to attend the day. Sue Winter, the facilitator, would then put a report of the findings together, to be launched in April (Provisionally 1<sup>st</sup> April).

It was hoped to mail parents via the SEN database.

Jenni and Caroline requested a copy of the questionnaire so they could send it on to parents on their mailing lists.

**ACTION: KW/KP**

## **6. Any other business**

Margaret informed the group that there was a new national Carers Strategy that had just been launched, which is the first strategy since the original carers strategy in 1999. Parents are mentioned in the strategy albeit only a few times.

Copies of the strategy are available from the Department of Health. An executive summary is appended to these minutes.

Bernie informed the group about the English National Bus Pass and the companion pass. She suggested those interested should check out the County Council website.

## **7. Dates and venues for 2009 meetings**

The dates and venues booked are as follows:

Wednesday 28th January  
Wednesday 22<sup>nd</sup> April

Wednesday 22<sup>nd</sup> July  
Wednesday 21<sup>st</sup> October

The Conservatory, Brinsbury College (details will be circulated with the agenda for the January meeting.)

### **8. Discussion topics for next meeting**

Suggestions for discussion topics were:

Update on Aiming High for Disabled Children (Jon/ Debbie) – next meeting

Play Strategy – for a future meeting

Parenting Strategy – next meeting

Young Carers – for a future meeting

SEN Statementing process –for a future meeting