



## NE Lincs SENDIASS

### NE Lincs SENDIASS Steering Group Terms of Reference

#### Vision

Our vision is that the parents and carers of children with special educational needs and children and young people with SEND will be provided with impartial information and advice and support around their education and related social and health care needs. This will enable them to access the education services and other services that they need to empower them to have the opportunities and experiences that lead to the achieving of their potential.

In delivering an effective SENDIASS Local Authorities are expected to:-

- Commission high quality impartial Information, Advice and Support Services for children, young people and parents covering SEN, disability, health and social care
- Monitor the effectiveness of the provision made against a set of national standards IAS Services Network (DfE) Minimum Standards 2018

NE Lincs SENDIASS is funded by NE Lincs Local Authority (LA) and Barnardo's voluntary funds

#### Delivery

To contribute to the delivery an effective SENDIASS in NE Lincs, a steering group made up of past and current service users, practitioners and volunteers has been set up.

The steering group has a published Terms of Reference and members have a Role Description to help them to carry out their responsibilities in an independent, impartial and confidential manner.

The Steering Group monitors the effectiveness and impartiality of the service in accordance with national guidance and reports regularly to the local authority via the representation of the service Team Manager.

#### 1. Purpose and Aims of the Steering Group

The NE Lincs SENDIASS Steering Group will:-

- Promote, influence and support NE Lincs SENDIASS
- Ensure the NE Lincs SENDIASS meets the needs of parents/carers of children with SEND, and children and young people with SEND living in NE Lincs Local Authority for impartial information, advice and support
- Preserve the independent and impartial nature of NE Lincs SENDIASS
- Ensure NE Lincs SENDIASS has internal quality monitoring procedures in order that it can self-monitor the quality of its service and can meet the on-going needs of the children, young people, and the parents/carers (through surveys, comments and compliments)



- Ensure feedback is given to NE Lincs SENDIASS from any consultations regarding the quality of service
- Ensure NE Lincs SENDIASS engage with regional and national organisations to meet the service objectives
- Provide a forum for discussion of parent/carer/children/young people's issues which will help identify and promote innovation and good practice to: raise issues and concerns identify gaps in service
- Review the range of information, support and available training to ensure that it accords with the SEND framework and Code of Practice
- Ensure it regularly reviews and reports on NE Lincs SENDIASS role in supporting parents/carers/children and young people in challenging LA SEND policy and practice
- Make clear recommendations to NE Lincs SENDIASS and LA through the termly monitoring meeting where it feels improvements can be made

## 2. Membership of the Steering Group

- The Steering Group membership shall consist of parents/carers, service staff, practitioners and volunteers.
- The NE Lincs SENDIASS Manager shall be an ex-officio member of the Steering Group
- Members will have a "role description" which outlines their role. All members are equal partners and the individual skills, knowledge and views that each member brings to the Steering Group are recognised and equally valued.
- Parents and volunteers expenses may be paid as appropriate to enable members to attend meetings.

## 3. Meetings

- Meetings will usually take place four times a year. On occasions the Steering Group may decide to hold an additional meeting for a specific purpose.
- The Steering Group will decide upon dates, timing, venues, and format
  - Meetings will be minuted.