

Sefton Public Engagement and Consultation Panel

Date: Tuesday 14th December 2021

Title: SEND Parent and Carer Survey – update report

Report of: Jayne Vincent, Consultation and Engagement Lead

1. **Purpose of the Report**

- 1.1 To receive an update report in connection to the SEND Parent and Carer Survey.

2. **Background**

- 2.1 The main purpose of the Public Engagement and Consultation Panel is to coordinate and ensure the quality of public engagement and consultation, in accordance with the standards for engagement and consultation.
- 2.2 As part of the governance of the SEND Continuous Improvement Board (SEND CIB), a subgroup has been established for co-production, communication and consultation to provide assurance to the Board that:
- i) the voices of children and young people are heard
 - ii) regular engagement sessions are being held with Parent Carer Forum and partners
 - iii) parents and carers are involved in the identification of joint activity
 - iv) trust and confidence in the system is growing and that corrective action is put in place where necessary
 - v) Parents and Children and Young People have had input into the Performance and Quality Framework

3. **SEND Parent and Carer Surveys**

- 3.1 One of the key activities of the Sub-group was to design a survey for parents/carers of children and young people with Special Educational Needs and/or Disabilities (SEND), on what is going well and what could be improved in our local area.
- 3.2 The SENDCIB agreed that the survey should be conducted annually, to capture the parent and carer opinion of the local area provision and to track the perception of the impact of the reforms identified in the SEND Improvement Action Plan. The SEND Co-production, Communication and Engagement Sub-Group would oversee the annual in-depth survey and any shorter mid-term surveys agreed.

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- 3.3 A Task & Finish Group was established which included a representative of the Sefton Parent and Carer Forum, the Consultation and Engagement Lead and the SEN & Inclusion Policy Development Officers
- 3.4 There have been three SEND parent and carer surveys undertaken; the full baseline survey in October 2019, a short 'temperature check' survey in September 2020 and another full survey, like the baseline survey in March 2021. The baseline survey, undertaken pre-COVID received 254 responses (16% response rate) and the short survey carried out during the pandemic, received 243 responses (13% response rate). The 2021 survey received 273 responses (12%).
- 3.5 The consultation reports were presented to the SEND Continuous Improvement Board (SENDICB). The full consultation report can be [viewed here](#).
- 3.6 The SEND Co-production Sub-Group have discussed when to carry out the next parent and carer survey, which will be a full survey, with 'like-for-like' questions (as previously reported to the Panel) and made the following recommendations to the SEND Continuous Improvement Board, which were agreed at their meeting on 23rd November:
- To remove the COVID-19 questions
 - To add in a couple of extra questions to understand if parents and carers know about the Preparation for Adulthood Guide (developed in 2019 and recently refreshed in October 2021), and if they have used it (questions to be developed by the Survey Task & Finish group)
- 3.7 After consulting the Sefton Parent and Carer Forum Steering Group, it was agreed to propose the follow timeline:

Initial planning meeting	December 2021
Update report to Consultation and Engagement Panel	January 2022
Survey design and sign-off	February 2022
Survey Live	March 2022
Analysis of results	4 th – 15 th April 2022
Report writing and sign-off	25 th – 29 th April 2022
Report presented to Board	17 th May 2022

- 3.8 Since the baseline survey was completed in 2019, and subsequent surveys, a great deal of work has been undertaken by the Board and its wider partners as part of the Improvement Plan and the feedback from both the baseline and short surveys have been incorporated into two

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Feedback Flyers (circulated to the Panel in March 2021). A third Feedback Flyer will be developed to coincide with the Spring 2022 survey and distributed by partners to parents and carers and uploaded onto the Local Offer and the Consultation Hub.

- 3.9 The Task & Finish Group, in conjunction with the Sefton Parent and Carer Forum Steering Group have been considering how to increase the response rate. The response rate has been similar with all the surveys and the promotion of the Spring 2022 survey will follow the extensive methods applied previously. To help encourage response to the survey, the Board have agreed again to providing a prize draw of 3 x £50 shopping vouchers to help incentivise completion. The Task & Finish Group will also be discussing holding some focus groups/coffee mornings with parents and carers in March to coincide with the survey and how to continue capturing youth voice in 2022.
- 3.10 The Task & Finish Group will analyse the responses of the Spring 2022 survey and will prepare a report for the May meeting of the Board.

4. **Legal Department Comments**

- 4.1 Sefton's Legal Department has considered the SEND Parent and Carer Survey update report and has no comments to make.

5. **Recommendations**

- 5.1 The Public Engagement and Consultation Panel is recommended to:
 - a) Note the SEND Parent and Carer Survey update report.
 - b) Request that the officers return to the Panel to provide details of their feedback and evaluation resulting from the above consultation.