

### **Appendix 7 – Record of Drop-in Sessions Held**

The following drop-in sessions were arranged setting out details of the proposed changes and the giving attendees the opportunity to ask questions about Specialist Provision for Primary and Secondary Aged Learners with Emotional Health and Wellbeing Needs and Specialist Provision for Primary Aged Learners with Complex Learning Needs and / or Autism.

Drop-in sessions at individual schools for parents/carers of their learners were provided on request.

#### **In person Drop-in Sessions**

- Ely & Caerau Partnership Hub – 29 November 2023
- Llanedeyrn Powerhouse Hub – 5 December 2023
- Rumney Partnership Hub – 8 January 2024

#### **Online Drop-in Sessions, via Microsoft Teams**

- Online Drop-in Session – 12 December 2023
- Online Drop-in Session – 12 January 2024

#### **In person Drop-In Sessions Requested by Schools**

- Herbert Thompson Primary School – 5 December 2023



**Schools Programme  
Additional Learning Needs Provision  
In person Drop-in Session,  
Ely & Caerau Partnership Hub  
29 November 2023 9am – 11am,**



**Present:** Rosalie Phillips (SOP), Ceri Tanti (SOP), drop-in session meeting attendees

*Please note: The following is not a transcript but a contemporaneous note of the meetings.*

**The drop-in session was held in person, at Ely & Caerau Partnership Hub. Officers were available to speak with attendees and answer any questions they may have. Attendance did not have to be arranged in advance.**

**When talking with attendees officers set out the purpose of the session; to answer any questions that attendees may have on the proposals to provide additional ALN places for learners with Complex Learning Needs and/or Autism and Emotional Health and Wellbeing Needs at a number of schools across the city.**

**Attendee 1** is the parent of child who attends a Complex Learning Needs (CLN) SRB. They have another child who attends a school proposed to have an SRB and were interested in finding out whether their child who attends the SRB could be moved to their local school.

The parent supported a better distribution of places across the city to allow children to access specialist resource base provision closer to home. This would allow parents greater access to one-to-one discussions with the teachers, or to pop in if child is having difficulties, which is something they could do when their child attended the local school rather than the SRB which is much further away.

The child has a book for the parent to communicate with school but it's not the same as being able to have a verbal update. The parent also gets sent photos via Seesaw, but they don't always have a lot of context for what is happening in the photo. Some children with ALN are unable to communicate things they have done in school so it would make it easier to be in touch if the parent could drop off and pick up the child themselves rather than rely on school transport. It's also easier to attend school events and build a relationship with the school if the child is placed closer to home.

The parent said that there are restrictions when you have a child who has additional learning needs and that they feel that there is not much support after diagnosis.

Officers advised that part of the reason for the proposals is to be able to improve the distribution of places across the city, so that learners may be able to access a specialist place closer to home.

Officers explained that the SRB planned for the school more local to them is an Emotional Health and Wellbeing SRB so unfortunately may not be able to provide the type of place that their child needs. Officers suggested that the parent contact the Council's ALN Helpline for parents/carers on [ALNHelpline@cardiff.gov.uk](mailto:ALNHelpline@cardiff.gov.uk) to seek their advice on requesting a move to an alternative SRB and to find out what support is available for parents/carers.



**Schools Programme  
Additional Learning Needs Provision  
In person Drop-in Session,  
Ely & Caerau Partnership Hub  
29 November 2023 9am – 11am,**



**Attendee 2** works at a Welsh-medium school. They felt that there is a definitely a need for additional places for children with ALN.

The attendee expressed that whilst they supported the development of ALN provision through the medium of Welsh, some pupils find the language an additional barrier/complication and for these a placement in English-medium provision may be more appropriate.

Some children of secondary school age with EHW needs attend off-site provision such as motorbike mechanics. This incurs additional travel costs to the school to take the pupils to the alternative provision. Asked whether the funding for the Emotional Health & Wellbeing SRB proposed for Ysgol Plasmawr is solely for staffing of the base or would there be additional funding for off-site provision costs.

Officers did not know whether there would be additional funding for off-site provision. However, a meeting was due to take place with the Governing Body of Ysgol Plasmawr and Council officers to discuss the proposal on 13 December and officers suggested that these concerns be raised with a governing body representative for them to raise this at the meeting.

*In each instance the attendees confirmed that they had no further questions. Attendees were thanked for their time, signposted to the consultation information on the website and advised that all comments are welcomed in response to the consultation.*



**Schools Programme  
Additional Learning Needs Provision  
In person Drop-in Session  
Llanedeyrn Powerhouse Hub  
05 December 2023, 9am – 11am**



**Present:** Rosalie Phillips (SOP), Shirley Karseras (SOP)

*Please note: The following is not a transcript but a contemporaneous note of the meetings.*

**The drop-in session was held in person, at Llanedeyrn Powerhouse Hub. Officers were available to speak with attendees and answer any questions they had. Attendance did not have to be arranged in advance.**

There were no attendees



**Schools Programme  
Additional Learning Needs Provision  
In person Drop-in Session  
Rumney Partnership Hub  
8 January 2024, 2pm – 4pm,**



**Present:** Ian Warburton (SOP), Ceri Tanti (SOP), drop-in session meeting attendees

*Please note: The following is not a transcript but a contemporaneous note of the meetings.*

**The drop-in session was held in person, at Rumney Partnership Hub. Officers were available to speak with attendees and answer any questions they had. Attendance did not have to be arranged in advance.**

**When talking with attendees' officers set out the purpose of the session; to answer any questions that attendees may have on the proposals to provide additional ALN places for learners with Complex Learning Needs and/or Autism and Emotional Health and Wellbeing Needs at a number of schools across the city.**

**Attendee 1** is a governor at a school based in the east of Cardiff which is not one of the schools included in the current proposals. The governor has a background of working in ALN in schools.

The attendee was interested to find out what provision had been removed, asking whether a special school had been closed, leading to the proposals for these spaces.

Officers explained that the proposals were for additional spaces; there were no proposals to remove places, although some of the Specialist Resource Bases were replacing wellbeing classes the number of places was not proposed to reduce in any school, and it was proposed for some schools to have new provision.

The attendee welcomed the principle of having places distributed across the city, to give learners who require a specialist place a better chance of having a suitable place closer to home. They also welcomed the provision of additional places, particularly in the east of the city.

The attendee asked how funds would be safeguarded so that the funding provided by the Council for children attending the SRB couldn't be used by the schools for other purposes. Officers explained that the funding was for specialist teaching and support staff and therefore should not be available to be used for other purposes.

The attendee said that they were in favour of the proposals to increase ALN provision across the city.

The attendee confirmed that they had no further questions. Officers directed them to the consultation information on the website and told them that all comments are welcomed in response to the consultation. The timescales for the next steps of the report were set out. The attendee was thanked for coming to the drop-in session.



**Schools Programme  
Additional Learning Needs Provision  
Online Drop-in Session  
12 December 2023 10am – 12noon**



**Present:** Rosalie Phillips (SOP), Ceri Tanti (SOP), drop-in session attendees

*Please note: The following is not a transcript but a contemporaneous note of the sessions.*

**The sessions were held via Microsoft Teams and were run as 10–15-minute slots, at times arranged in advance via email. Two individual sessions were held on 12 December.**

**Each began with the officers setting out the purpose of the session; to answer any questions that attendees may have on the proposals to provide additional ALN places for learners with Complex Learning Needs and/or Autism and Emotional Health and Wellbeing Needs at a number of schools across the city.**

**Attendee 1** is the parent of child at one of the schools proposed to have a Complex Learning Needs SRB. ALNCo has advised that the child needs a place at an SRB.

**Q: How likely it is that the proposals will progress, and the school will get an SRB?**

A: The proposals are in the consultation phase which runs until 19 Jan. Following this, feedback from the consultation will be summarised/appraised and reported back to Cabinet, which is likely to be in March 2024. If proposals proceed, the next stage is publication of statutory notices Whilst ALN proposals do not usually receive objections this cannot be guaranteed, and it may be decided not to proceed with some or all of the proposals due to objections or other reasons. Whether the proposal will progress or not should be clear by May/June 2024.

If progressed, the intention is to start operating the SRB in September 2024. The Local Authority ALN Team would determine which children are given the places at an SRB.

Currently provision is not available right across the city, which is one of the reasons for the proposals. The aim is to provide suitable places for children closer to home, but the allocation of places is dependent on need.

Parents at the schools involved will be kept informed of the progress of the proposals.

**Attendee 2** is the parent of a child with ALN attending one of the schools where a CLN/ASC base is proposed.

**Q: Would like more information on what is proposed.**

A: Currently in consultation phase for these proposals and asking for comments by 19 January 2024. A report on feedback received will be considered by Cabinet, which is likely to be in March 2024. If the proposals proceed, the next stage is the publication of statutory notices. It is likely that a decision on whether to progress the proposed changes will be made later in 2024.



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Online Drop-in Session  
12 December 2023 10am – 12noon**



If the SRB proceeds there will be two classes, one foundation phase, one for older key stage children which will be staffed by specialist teachers and teaching assistants. The Council's ALN team will determine which children are allocated places. Potentially learners would spend some time in base and some in mainstream, but this would be dependent on the needs of the children placed at the base.

**Q: Parent commented that they feel it's very positive for learners to potentially have access to both SRB and mainstream. Asked how likely it is that proposals will proceed?**

A: Based on previous experiences of ALN proposals the expectation is that the proposed changes would progress but cannot guarantee that this will be the case. It would be dependent on feedback from the consultation and Cabinet deciding to progress proposals to the next stage.

**Q: Parent commented that they felt it was beneficial to have SRBs in mainstream rather than just in special schools.**

A: Part of the reason for the proposals is to improve distribution of places across the city, meaning that children may not have to travel outside of their communities in order to have access to the placement they need.

**Q: How do the SRB places in primary schools connect in with secondary schools?**

A: The type of secondary school place, learners progress and how they develop whilst in the base would determine transition arrangements – children could go on to mainstream with support, mainstream with a base, or special school.

**Q: Parent commented that their child had to leave one school to go to another with a wellbeing class. It's very disruptive to have to move school although the school the child now attends is doing an exceptional job with them.**

A: It was acknowledged that it can be disruptive for children to have to move school, particularly learners with ALN. The proposals is to have places available from September 2024 but will know later this school year whether this is likely to go ahead.

The allocation of places at the SRBs will be determined by the ALN team in conjunction with the schools.

At each session the attendees confirmed that they had no further questions. Attendees were thanked for their time, signposted to the consultation information on the website and advised that all comments are welcomed in response to the consultation.



**Schools Programme  
Additional Learning Needs Provision  
Online Drop-in Session  
12 January 2024 2pm – 4pm**



**Present:** Rosalie Phillips (SOP), Ceri Tanti (SOP), drop-in session attendees

*Please note: The following is not a transcript but a contemporaneous note of the sessions.*

**The sessions were held via Microsoft Teams and were run as 10–15-minute slots, at times arranged in advance via email. Two individual sessions were held on 12 January.**

**Each began with the officers setting out the purpose of the session; to answer any questions that attendees may have on the proposals to provide additional ALN places for learners with Complex Learning Needs and/or Autism and Emotional Health and Wellbeing Needs at a number of schools across the city.**

**Attendee 1** is the parent of child who attends one of the schools where it is proposed that the existing Emotional Health and Wellbeing Class is replaced by an Emotional Health and Wellbeing Specialist Resource Base.

**Q: The proposals refer to replacement of the existing wellbeing class. What will be different about an Emotional Health and Wellbeing SRB?**

A: Officers explained that pupils would be expected to join a wellbeing class for a set period and then return to their home school, whereas a place in an SRB would allow for greater flexibility and for children to remain at the base for as long as required.

If the proposals progress, there is not expected to be much difference in working practice between how the wellbeing class operates and how an SRB would work.

**Q: The parent supports having this type of provision available for Welsh-medium pupils but had concerns about the existing wellbeing class provision; they don't feel that the class is functioning well.**

A: Officers agreed that it is important that the Council are able to offer additional learning needs places through the medium of Welsh to ensure that families have the option of their child continuing in Welsh-medium education should they require specialist provision.

Officers offered to refer the parent to the Inclusion team in order for them to discuss their concerns about the wellbeing class in more detail but were advised that this had already been done.

Officers set out the next steps for the consultation, noting that a report on feedback received will be considered by Cabinet, which is likely to be in March 2024. If the proposals proceed, the next stage is the publication of statutory notices. If the proposals proceed the intention is to start operating the SRB in September 2024.

Parents at the schools involved will be kept informed of the progress of the proposals.





**Schools Programme  
Additional Learning Needs Provision  
Online Drop-in Session  
12 January 2024 2pm – 4pm**



**Q: The parent asked what support is available for secondary school age children with Emotional Health and Wellbeing needs through the medium of Welsh.**

A: Officers advised that the Welsh-medium high schools currently offer some in-house provision for pupils who have emotional health and wellbeing needs and noted that the current ALN consultation included proposals to establish a 20 place specialist resource base for learners with emotional health and wellbeing needs at Ysgol Gyfun Gymraeg Plasmawr from September 2024.

**Attendee 2** has an interest in additional learning needs provision.

**Q: Would like more information on what is proposed for Ely and Caerau areas.**

A: Officers outlined that the current ALN proposals include a proposal to establish a 16-place specialist resource base for emotional health and wellbeing at Herbert Thompson Primary School from September 2024, within the existing buildings.

The current consultation is also seeking views on establish a 20-place specialist resource base for learners with emotional health and wellbeing needs at Ysgol Gyfun Gymraeg Plasmawr from September 2024, within the existing buildings. This school is not based in Ely or Caerau, but its catchment covers those areas.

The Ely and Caerau areas are already home to special schools' provision and specialist resource bases. Officers displayed a map on screen which showed these (special schools for Complex Learning Needs Ty Gwyn, Riverbank and Woodlands, a CLN specialist resource base for primary aged children at Windsor Clive Primary School and an emotional health and wellbeing specialist resource base for secondary aged learners at Cardiff West Community High School).

At each session the attendees confirmed that they had no further questions. Attendees were thanked for their time, signposted to the consultation information on the website and told that all comments are welcomed in response to the consultation.



**Schools Programme  
Additional Learning Needs Provision  
In person Drop-in Session for Parents,  
Herbert Thompson Primary School  
15 January 2024 3pm – 3:30pm,**



**Present:** Rosalie Phillips (SOP), drop-in session meeting attendees

*Please note: The following is not a transcript but a contemporaneous note of the meetings.*

**The drop-in session was held in person, at Herbert Thompson Primary School, at the school's request. The session was for parents/carers of learners at the school. Officers were available to speak with attendees and answer any questions they may have. Attendance did not have to be arranged in advance.**

**When talking with attendees officers set out the purpose of the session; to answer any questions that attendees may have on the proposals to provide additional ALN places for learners with Complex Learning Needs and/or Autism and Emotional Health and Wellbeing Needs at a number of schools across the city.**

**Attendee 1** is the parent of child attending the school. The parent supported the establishment of the specialist resource base at the school as there was a need for this. They had a query regarding the process for admission to the base and details of how this would work were set out.

There were no further questions and the session ended.