

# Quality Assurance of EHCPs in Sefton

A multi-agency approach

## Outline of the session

- What has led us to our current position
- Who is involved in the Quality Assurance of EHCPs in Sefton
- How our system works (the process) and the role each key agency plays
- What does a good plan look like to us?
- An interactive QA session
- Feedback on QA
- Our next steps
- Any questions or feedback

## What has led us to our current position

- The QA process in Sefton was stagnant for a number of years and did not lead to any improvements.
- As a part of its improvement journey, the SEND Partnership in Sefton has embarked on a rigorous programme of moderating, which aims to achieve greater consistency, improved quality and celebration of good practice of EHCPs.
- By writing good quality EHCPs for children, we provide settings and families with a clear picture of what support children and young people need.
- We want anybody to be able to pick up a Sefton plan and be able to identify the needs and provision easily.
- Writing clear, co-produced, concise plans will lead to improved outcomes for children and young people.

## Who is involved in the Quality Assurance of EHCPs in Sefton

- The Local Authority SEND Team
- The DSCO
- The DCO
- The Provider SEND Clinical Lead (Alder Hey)
- Parent Carer Forum
- Schools

## How our system works (the process) and the role each key agency plays

The QA process is a multi level approach

- Level 1 - Compliance
- Level 2 - Individual Agency QA
- Level 3 - LA SEN Team Senior Casework Officer QA
- Level 4 - Multi-agency QA

## **Level 1 - Compliance**

The SEND Team collates a range of quantitative data in relation to EHCP activity, which will be further enhanced through the development of Capita during 2025.

An overview report (The Dashboard) detailing whole service activity and comparative data analysis with national, statistical neighbours and local data is presented to the SEND Partnership Board bi-monthly.

## Level 2 - Individual Agency QA

Individual partner agencies make arrangements to quality assure advice specific to their area of expertise, prior to submitting their reports to the SEN Team. This is to ensure that quality advice is available at the first point of writing or amending an EHCP . Everyone who is part of the SEND workforce has a role to play in improving the quality of EHCPs.

### Level 3 - LA SEN Team Senior Casework Officer QA

There are a number of quality assurance activities that take place on a regular basis within the SEND team:

- Senior Casework Officers moderate a random sample of draft plans.
- When a new officer joins the team, they are provided with training and their plans are moderated by a senior colleague until they are deemed to be consistently good.
- DCO / DSCO – sign off and support for health and SC areas. Agreed wording for specific areas.
- On a termly basis, the team of CWOs participate in a peer moderation activity



## Level 4 - Multi-agency QA

- Multi-agency audits focus on newly finalised EHCPs to ensure that the plans, going forward, are of a consistent and high quality.
- Moderators are sent 3 EHCPs and a MS Form for each plan.
- Moderators complete the QA Form, submit it and then meet as a collective to discuss findings.

## What does a good plan look like to us?

- EHCPs include the views, wishes and feelings of children, young people, their families and carers, and their aspirations for the future.
- EHCPs are of high quality, clear, concise, understandable and accessible.
- EHCPs set out how partners will co-ordinate and work together to support the child, young person, parent and carers.
- EHCPs clearly identify need and include SMART (specific, measurable, achievable, realistic and timely) outcomes.
- EHC Plans include appropriate health and social care information
- The partnership is compliant with the SEND Code of Practice.

## An interactive QA session

<https://forms.office.com/Pages/ResponsePage.aspx?id=hzM6v5XcfUyUDknML8nU8Ryc5d772rdAswHYRZOrB-JUN1NZVFJMTzNTQ1M0SFM1Q1hHV1BRUFNYSC4u>



## Why we QA and the impact it has had

- Feedback is provided to individual Casework officers, to the SEN Team via their team meetings, to QA members and to the SEND Partnership Board. Actions are taken by the applicable agency for learning and practice development.

## **Our next steps**

- Auditing annual reviews.
- Multi-agency audits and impact on lived experience.

## Contact Details

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**Any questions or feedback?**