



Norfolk SEND Youth Forum

Wednesday 2023, 6:30 pm – 7:30pm

Meeting Minutes

Attendees:

Charlotte	Belinda Coxall (Norfolk SENDIASS)
Gabriel	Bridget Robinson (Norfolk SENDIASS)
Lewis	Niamh Keane (Norfolk SENDIASS)
Charlotte	Dawn Jones (SEND & Inclusion, NCC)
Katrina	
Isaac	
Alec	
Reece	
Callum	
Annalise	

- 1. Welcome to new members and introductions.**
- 2. Terms of Reference for the group – Review (to look at again and make changes if needed), of our ground rules.**

ACTION: members added new ground rules. Terms of reference to be updated. (BR)

- 3. Consultations for professional requests – review forms**

You said:

When we met at County Hall you told us that when visitors consult it is not always very clear what the person is wanting to know, or not sharing enough information.

We did:

We have changed the forms we ask professionals to complete before they meet with you.

ACTION: Reviewed the form and members agreed to changes. Terms of Reference document to be updated. (BR)

4. Comments/feedback on DSO/DCSO leaflet – Amy Hanton

Amy has rewritten this after meeting with you and group have provided their feedback, but all agreed this was much improved and much easier to understand.

Feedback from members:

- *Page 1 – one of our members helpfully highlighted the need to add some punctuation!*
- *“The visual things are good.”*
- *“It is better”*
- *“I like this page...it is very clear.”*
- *Use of word...” aspirations” – “if you are going to use a big word.... explain what it means.” / “Dreams might be better than aspirations.”*
- *P5 - change header to “How we can help you”.*

We were also able to have a short discussion about how we feel if we read something that is difficult to understand, and members were able to identify feelings of frustration and becoming disengaged. We highlighted how these changes would prevent other CYP feeling this way and therefore demonstrating how valuable this consultation has been!!

5. New **consent forms** to be given to all members which will tell us if you agree for us to take your photo and share, or not. You have the choice! Belinda to send out!

6. Visitor: Niamh Keane (SENDIASS Manager) – representation on SENDIASS steering group?

A steering group is a group of people who provide advice, support, guidance, and oversight of particular issues or projects. Norfolk SENDIASS would like a young person to join the Steering group to represent the views and experiences of young people. Niamh explained the role of the Steering group.

ACTION: – members to email Bridget/Belinda if they would like to join this!

AOB

- Eco conference [ECO futures Family Fun Day - how to live more sustainably and save money Tickets, Sat 14 Oct 2023 at 10:00 | Eventbrite](#) [ECO futures Family Fun Day - how to live more sustainably and save money Tickets, Sat 14 Oct 2023 at 10:00 | Eventbrite](#)
- SEND Forum October 2023
- Anti-bullying conference 16.11.23 Thetford – theme neurodiversity
- Professional request – Independent Special schools – **Group agreed to this consultation.**