DfE Grant April 2015 – April 2016

Grant Activity and KPI Document – Quarter 3

October-December 2015

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Preface

This report was prepared using funding provided by the Department for Education under grant agreement with NatSIP, the National Sensory Impairment Partnership:

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1. Introduction: Grant funding to NatSIP from the DfE for April 2015 – April 2016

For the period April 2015-16, NatSIP is in receipt of grant funding from the DfE under reference CSDSD89/2014 NBP2-480. This funding is governed by the terms of a Grant Funding Agreement ('the GFA' or 'GFA') contained in the DfE's offer letter to NatSIP, with acceptance signed off on 20 March 2015 by Stuart Miller of the DfE and countersigned by Lindsey Jane Rousseau for NatSIP and Karen Flanagan for Kent County Council, on 13 March 2015.

2. About this document

The GFA sets out requirements which are addressed by this document:

2.1 Rolling Activity Plan

> Detailed activities are set out in an agreed quarterly <u>rolling activity plan</u> which will be regularly discussed and reviewed between the Department and NatSIP at a minimum at each quarter. As appropriate the quarterly plan will need to undergo efficiency and other compliance controls.
>
> GFA §4 Para 1, p9

2.2 KPI Document

> NatSIP will publish <u>quarterly</u> a detailed <u>KPI document</u> which describes the delivery points for all workstreams.
>
> GFA §4 Para 2, p9

This document addresses both requirement 2.1 and requirement 2.2.

3. About NatSIP

> The purpose of the National Sensory Impairment Partnership (NatSIP) is to improve outcomes for children and young people with sensory impairments, closing gaps with their peers, through joint working in services for these children.
>
> NatSIP is a unique national partnership representing the views and expertise of professionals, voluntary organisations, schools and colleges working in the field of SI. More than 70 support services, schools, colleges, the major VCS and professional bodies, are affiliated to NatSIP. Through this, and the administration of HoSS (Heads of Sensory Support Services) forum, we are directly connected with support to front line services nationally.
>
> With NatSIP's growing national reputation we are becoming the first port of call for many professionals working in the SI sector and this ensures that we can support at all levels those who need advice.
>
> NatSIP also has bilateral relationships with other key professional and user groups and, through its VCS partners, can ensure input from the voices of users, parents and young people. This gives DfE an opportunity to reach the Sensory Impairment (SI) sector in the SEND category, through the VCS grant 2015 - 2016.
>
> GFA §1 p7

3.1 The purpose of the work covered by the GFA

> NatSIP will support the workforce (sensory and wider workforce) in implementing the SEND reforms through improving understanding about how to deliver better outcomes for SI children and young people (CYP).
>
> GFA §4 Para 4, p7

4. Aims of the grant

The grant has seven explicit aims, stated in the GFA §2.

NatSIP shall use all reasonable endeavours to achieve the following:

Aim 1:   Continue SI data collection and improving coordination and usefulness of the data.

Aim 2:   Increase the number of authorities participating in data collection, ensuring we understand better the links between interventions and outcomes.

Aim 3:   Link data more closely with development of good practice tools to improve outcomes, across the SI cohort, with increased understanding of how to achieve better outcomes.

Aim 4:   Improve the ability of SI professionals to use tools and NatSIP materials to increase understanding, capacity and confidence to implement good plans and provision, to secure better outcomes for SI CYP aged 0-25.

Aim 5:   Give greater understanding across the general SEND workforce about the effective support CYP with SI need in order to achieve good outcomes and when and how to seek additional advice from an available high quality specialist workforce.

Aim 6:   Increase understanding of parents, carers and young people about what good provision looks like for them and how they should be involved in decision making.

Aim 7:   Enable local authorities and settings to be able to ensure the right provision is in place to support and improve outcomes for CYP with SI.

GFA §2 p9, annotated

These aims are referred in this document using the numbering scheme (Aim 1 to Aim 7) above.

5. Objectives of the grant

The grant has three principal objectives, each of which is subdivided. These objectives are stated in GFA §3:

NatSIP shall use all reasonable endeavours to achieve the following objectives:

Objective A: Establishing the link between evidence and outcomes

We will:

A.1   Develop the current NatSIP outcomes benchmarking data collection (attainment and achievement) to provide evidence of impact and improve outcomes. The pilot study with CRIDE and UCL will start to integrate output to outcome data (HI CYP).

A.2   Ensure this data informs the other work programmes in the bid supporting development of an overall quality framework. This will deliver more effective provision of SI services supporting the wider workforce.

Objective B: Assisting implementation of the SEND reforms to improve outcomes

We will:

B.1   Develop tools and practical guidance on writing effective plans for SI CYP to ensure that the requirements of the Code of Practice are fully met, good outcomes clearly identified, expressed and targeted in line with SMART principles in the SEND Code of Practice.

B.2   Produce a separate guide for parents and young people so they can contribute effectively in production of plans and understand the local planning context for sensory services.

B.3   Develop guidance on what is a good offer for sensory support across early years, schools and post-16 settings and also for local authorities. Aligning the Local Offer and School Information Report will give a clear picture of what effective SI provision looks like.

B.4   Use the reforms to devise mechanisms which help empower YP to explain how they want to be supported in their ambitions for independence.

Objective C: Improving workforce practice in delivering better outcomes

We will:

C.1   Revise and develop our quality improvement tool to support early years, schools and post-16 settings.

C.2   Deliver training and disseminate professional guidance for Communication Support Workers (CSWs).

C.3   Work with NCTL and DfE in the development of the Mandatory Qualification (MQ) for HI, VI and MSI and address shortages of specialist teachers and look at wider available continued professional development for SI professionals.

C.4   Produce and disseminate materials for the wider workforces on good sensory support. Specific projects will include: curriculum and examination access; post-16 guidance; development of NatSIP eligibility criteria for VI CYP to access habilitation support.

C.5   Develop new specialist tracking tools to enable educational settings to demonstrate progress for SI CYP, relating to wider outcomes, including independence (CoP 6.18).

C.6   Integrate the work of the last two years with future support materials and innovation through our own on line hub and other SEND portals.

                                                                                        GFA §3 p8ff, annotated

These objectives are referenced in this document using the scheme shown above (A.1 to C.6).

6. Key Outcomes

The GFA lists six 'key outcomes' for the grant (GFA §4, p13ff). These key outcomes are listed in full and given references (KO1 to KO6) in Appendix 1.

7. Key Performance Indicators

The GFA lists five 'key performance indicators' for the grant (GFA §4, p14). These key performance indicators are listed in full and given references (KP1 to KP5) in Appendix 2.

This document addresses KP5.

8. About NatSIP's Governance Structure

NatSIP's governance structure consists of a reference group, consisting of members from local authorities, support services, the voluntary sector and others, including Kent County Council, (NatSIP's host organisation). It is chaired by a member of the SI sector. The reference group is supported by the facilitator and scrutineer.

To this group reports a project board, consisting of all workstream leads, supported by the facilitator and scrutineer, and the IT associate.

This structure is shown in Diagram 1 below:

```
┌──────────┐        ┌─────────────────────────┐      ┌──────────────────┐
│          │        │  NatSIP Reference Group │      │  Supported by    │
│   DfE    │ <────> │                         │◄─────│ facilitator and  │
│          │        │ (LAs, support services, │      │   scrutineer     │
│          │        │ voluntary sector, Kent, │      └──────────────────┘
│          │        │  NASS, professional     │      ┌──────────────────┐
│          │        │   bodies, others)       │      │ Finance and      │
└──────────┘        └─────────────────────────┘◄─────│ project          │
                              │                       │ management       │
                              ▼                       │ support, Kent CC │
                    ┌─────────────────────────┐       │ and project      │
                    │  NatSIP Project Board   │       │ manager          │
                    │                         │       └──────────────────┘
                    │ (Workstream leads,      │◄─────┌──────────────────┐
                    │ project managers,       │      │  Supported by    │
                    │  IT associate)          │      │ facilitator and  │
                    └─────────────────────────┘      │   scrutineer     │
                              │                       └──────────────────┘
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        ▼          ▼                     ▼          ▼
   ┌─────────┐ ┌─────────┐         ┌─────────┐ ┌─────────┐
   │Workstrea│ │Workstrea│         │Workstrea│ │Workstrea│
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   └─────────┘ └─────────┘         └─────────┘ └─────────┘
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9. How NatSIP's delivery structure aligns to the grant objectives

As stated in the GFA, each of the three objectives (A-C) within the NatSIP Grant is divided into a number of inter-related work programmes, each of which is sub-divided into separate projects, termed 'workstreams' within NatSIP. In all there are 22 such 'primary' workstreams.

Each primary workstream has a set of KPIs related both to the process of project management and the outcomes and impact expected of the workstream. Borrowing from Prince2, we use the terms 'management product' ('M') for outputs related to project management, and 'technical product' ('T') for outputs related to outcomes and impact.

In addition to the 22 primary workstreams, there are three additional workstreams, termed the 'undergirding' workstreams.

U1:   **Project support and evaluation**. This workstream, led by the facilitator and scrutineer, provides both regular and *ad hoc* direction and support to all workstream leads. It leads the project board and the relationship with the DfE.

U2:   **Response to events**. This workstream, led by the facilitator and scrutineer, leads the responses to changes in the external environment (for example, policy changes or new support needs becoming apparent in the SI community).

U3:   **Web Portal and IT Support**. Led by an IT associate, this workstream supports and delivers the NatSIP web portal (www.natsip.org.uk) through which many NatSIP resources are published, and around which much of the NatSIP community interaction takes place. It also supports other NatSIP web properties (Piwik, Moodle, Surveys, Helpdesk), as well as supporting IT needs across the workstreams and for some NatSIP events.

Each primary workstream is aligned to one of the three grant objectives.   This is shown in Diagram 2 on the following page.

Further, each primary workstream is aligned on a second dimension to one or more of the seven grant aims. This is shown in Table 1, below.

Diagram 2: How primary workstreams are aligned to grant objectives

DfE Grant ↔ NatSIP Reference Group

NatSIP Project Board

OBJECTIVE A:
Establishing the link between evidence and outcomes

OBJECTIVE B:
Assisting implementation of the SEND reforms to improve outcomes

OBJECTIVE C:
Improving workforce practice in delivering better outcomes

Work Programme 1A
- Workstream 1A.1 Outcomes Benchmarking
- Workstream 1A.2 MSI Outcomes Measures
- Workstream 1A.3 VI Independence Outcomes

Work Programme 1B
- Workstream 1B.1 Establishing the link between evidence and outcomes
- Workstream 1B.2 Service impact on VI learner outcomes

Workstream 2A Effective EHC Plans

Workstream 2B Parent and Young People Guides for planning

Workstream 2C Local Offer and Schools Information Report for SI

Work Programme 2D
- Workstream 2D.1 Think Right Feel Good
- Workstream 2D.2 Post-16 HI
- Workstream 2D.3 VI Transitions Resources

Workstream 3A Quality Improvement Pack to track progress

Work Programme 3B
- Workstream 3B.1 Regional Centres for Communication Support Workers
- Workstream 3B.2 Training & Guidance for Communication Support Workers

Work Programme 3C
- Workstream 3C.1 Specialist teacher supply
- Workstream 3C.2 Braille Proposal for new Standardised Braille Literacy Test

Work Programme 3D
- Workstream 3D.1 Tactile Signing Training
- Workstream 3D.2 Intervenor Network Events
- Workstream 3D.3 Materials to support workforce delivery
- Workstream 3D.4 Examination Access
- Workstream 3D.5 Revised Eligibility Framework
- Workstream 3D.6 Habilitation Framework for support

U1 Project Support

U2 Response to events
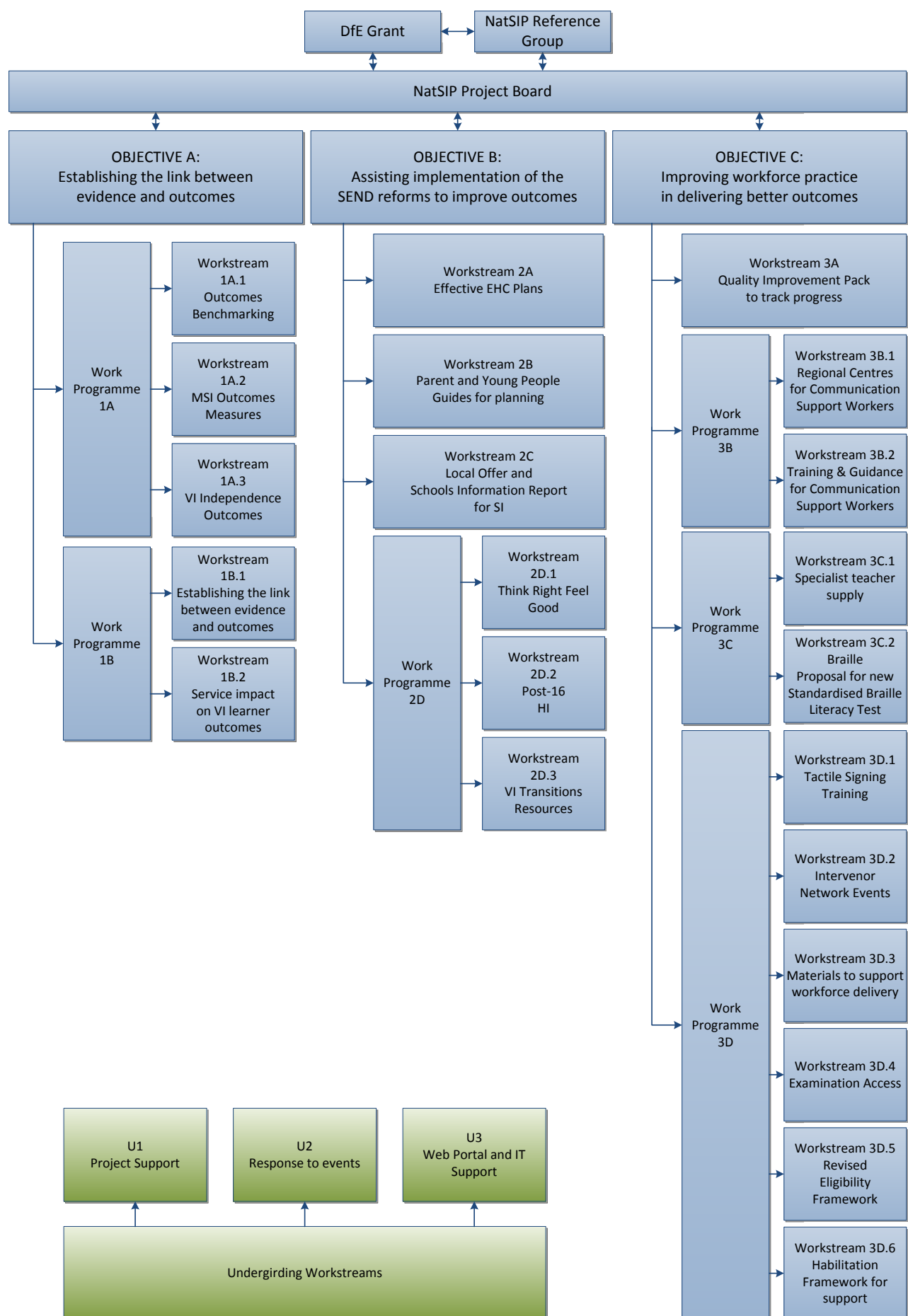
U3 Web Portal and IT Support

Undergirding Workstreams

Table 1: How primary workstreams are aligned to grant aims

Aim → / Workstream ↓	1 — Continue SI data collection and improving coordination and usefulness of the data.	2 — Increase the number of authorities participating in data collection, ensuring we understand better the links between interventions and outcomes.	3 — Link data more closely with development of good practice tools to improve outcomes, across the SI cohort, with increased understanding of how to achieve better outcomes.	4 — Improve the ability of SI professionals to use tools and NatSIP materials to increase understanding, capacity and confidence to implement good plans and provision, to secure better outcomes for SI CYP 0-to 25.	5 — Give greater understanding across the general SEND workforce about the effective support CYP with SI need in order to achieve good outcomes and when and how to seek additional advice from an available high quality specialist workforce.	6 — Increase understanding of parents, carers and young people about what good provision looks like for them and how they should be involved in decision making.	7 — Enable local authorities and settings to be able to ensure the right provision is in place to support and improve outcomes for CYP with SI.
1A.1 Outcomes Benchmarking	✓	✓	✓	✓			
1A.2 MSI Outcomes Measures	✓	✓	✓				
1A.3 VI Independence Outcomes	✓		✓	✓			✓
1B.1 Establish the link between evidence and outcomes			✓				
1B.2 Service impact on VI learner outcomes			✓		✓	✓	✓
2A Effective EHC Plans				✓	✓		
2B Parents and Young People – Guidance for Planning						✓	
2C Local offer and schools information report for SI						✓	✓
2D.1 Think Right, Feel Good						✓	
2D.2 Post-16 HI				✓	✓		✓
2D.3 VI Transitions Resources					✓	✓	✓
3A Quality Improvement Pack						✓	
3B.1 Regional Centres for CSWs					✓		✓

Aim →	1	2	3	4	5	6	7
Workstream ↓	Continue SI data collection and improving coordination and usefulness of the data.	Increase the number of authorities participating in data collection, ensuring we understand better the links between interventions and outcomes.	Link data more closely with development of good practice tools to improve outcomes, across the SI cohort, with increased understanding of how to achieve better outcomes.	Improve the ability of SI professionals to use tools and NatSIP materials to increase understanding, capacity and confidence to implement good plans and provision, to secure better outcomes for SI CYP 0-to 25.	Give greater understanding across the general SEND workforce about the effective support CYP with SI need in order to achieve good outcomes and when and how to seek additional advice from an available high quality specialist workforce.	Increase understanding of parents, carers and young people about what good provision looks like for them and how they should be involved in decision making.	Enable local authorities and settings to be able to ensure the right provision is in place to support and improve outcomes for CYP with SI.
3B.2 Training and Guidance for CSWs					✓		✓
3C.1 Specialist Teacher Supply							✓
3C.2 Proposal for new standardised Braille literacy test				✓			
3D.1 Tactile signing training				✓	✓		
3D.2 Intervenor network events				✓			✓
3D.3 Materials to support workforce delivery				✓	✓	✓	✓
3D.4 Examination access					✓		
3D.5 Revised eligibility framework				✓			
3D.6 Habilitation framework for support			✓	✓	✓	✓	✓

10. OBJECTIVE A: Establishing the link between evidence and outcomes

10.1 Work Programme 1A

10.1.1 Workstream 1A.1: Outcomes Benchmarking

Overall workstream description:	Improving outcomes benchmarking and quality management information for children and young people with SI.
Links to NatSIP grant programme aims:	Aim 1: Continue SI data collection and improving co-ordination and usefulness of the data. Aim 2: Increase the number of authorities participating in data collection, ensuring we understand better the links between interventions and outcomes. Aim 3: Link data more closely with development of good practice tools to improve outcomes, across the SI cohort, with increased understanding of how to achieve better outcomes. Aim 4: Improve the ability of SI professionals to use tools and NatSIP materials to increase understanding, capacity and confidence to implement good plans and provision, to secure better outcomes for SI CYP aged 0-25.
Links to NatSIP grant programme objectives:	Objective A.1: Develop the current NatSIP outcomes benchmarking data collection (attainment and achievement) to provide evidence of impact and improve outcomes. The pilot study with CRIDE and UCL will start to integrate output to outcome data (HI CYP).
GFA Key Outcomes:	KO1: Outcomes benchmarking data informs approach of specialist support service in delivering better outcomes for children and YP with sensory disability. UCL pilot completed and evaluated.
GFA Key Performance Indicators:	KP1: Production of the Benchmarking Outcome Report.
Leads:	Dr Nicky Ereaut, SENSS Specialist Team Manager, Sensory, Physical and Complex Needs, Oxfordshire CC. Bob Denman, NatSIP Associate
Status	GREEN
Status Date	11 December 2015

Quarter:	Q1 Apr-Jun 2015				
Activity:	**Production of the Outcomes Benchmarking Report for Academic Year 2013-14 data**				
	• Completion of OB data entry onto spreadsheets and data cleaning.				
	• Data analysis.				
	• Preparation of draft report for review by NatSIP Reference Group.				
	• Preparation of individual Service results reports, Interpretation guidance and Directory of participants.				
	• Publication of OB report, Service reports, Interpretation guidance and Directory.				
	Production of the NatSIP/CRIDE/UCL Pilot Evaluation Report				
	• Completion of analysis of HI data returns.				
	• Analysis of evaluation questionnaire returns from participant services.				
	• Preparation of draft pilot report.				
	• Consideration of draft pilot report by CRIDE/UCL partners and preparation of final report.				
	• Consideration of pilot (evaluation) report by NatSIP Reference Group.				
	Decision making by NatSIP Reference Group, in consultation with partners, over proceeding to NatSIP/CRIDE/UCL longitudinal programme. [1]				

No	Product	T or M	Due Date	Delivered	Flag
1	OB Main Report (200+ pages) for 2013-14, LA reports, interpretation guidance note, directory	T	30/6/2015	30/6/2015	🟢
2	NatSIP/CRIDE/UCL Feasibility Report	T	30/6/2015	Yes	🟢
3	Q1 Quarterly Report	M	30/6/2015	Yes	🟢

Quarter:	Q2 Jul-Sep 2015				
Activity:	**NatSIP/CRIDE/UCL Longitudinal Programme Year 1**				
	• Preparation of the Guidance, data set collection and submission forms in consultation with partners.				
	• Ethical approval applied for and obtained through UCL.				
	Academic Year 2014-15 Outcomes Benchmarking				
	• Prepare Guidance, data collection and submission forms for the Academic Year 2014/15 Outcomes Benchmarking exercise.				
	• Launch and promote the Academic Year 2014/15 Outcomes Benchmarking exercise.				

No	Product	T or M	Due Date	Delivered	Flag
4	Q2 Quarterly Report	M	30/9/2015	Yes	🟢

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[1] The NatSIP/CRIDE/UCL longitudinal programme would be designed to track individual HI pupils' provision/support and outcomes over time

Quarter:	Q3 Oct-Dec 2015				
Activity:	**NatSIP/CRIDE/UCL Longitudinal Programme Year 1**				
	• ~~Launch and promotion of the longitudinal programme first year data collection (target 25 HI Services).~~				
	• ~~Collection/collation of data submissions from services.~~				
	• Analysis of the pilot data submissions, which was delayed, will take place Q4				
	Academic Year 2014-15 Outcomes Benchmarking				
	• Ongoing collection of OB data submissions from services.				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
5	Q3 Quarterly Report	M	31/12/2015	10/12/2016	🟢

Quarter:	Q4 Jan-Mar 2016				
Activity:	~~**NatSIP/CRIDE/UCL Longitudinal Programme Year 1**~~				
	• ~~Ongoing collection and promotion of NatSIP/CRIDE/UCL data submissions from services (end February deadline).~~				
	• Analysis of data and implications for next phase				
	• ~~(Preparation of Year 1 report - start).~~				
	Academic Year 2014-15 Outcomes Benchmarking				
	• Ongoing collection of OB data submissions from services and promotion of the exercise (end February deadline).				
	• Completion of OB data entry onto spreadsheets and data cleaning.				
	• (Data analysis - start).				
	• (Preparation of draft report - start).				
	Academic Year 2014-15 Outcomes Benchmarking				
	• Preparation of the online survey.				
	• Circulation to all the participants in the OB exercise (Academic Year 2013/14 data).				
	• Preparation of draft report.				
	• Consideration of draft report by the NatSIP Reference Group. Publication of the final OB Survey Impact report.				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
6	OB 2013/14 Impact Survey Report	T	31/3/2016		
7	Q4 Quarterly Report	M	31/3/2016		

Comments/Observations

In Q3 the NatSIP Reference Group agreed with CRIDE/UCL steering group recommendation that it would not authorise the continuation of the NatSIP/CRIDE/UCL longitudinal programme until Academic Year 2016/17. Tasks in this workstream have been struck through where they will not now take place in the grant period. Delay of analysis has been addressed.

Targets:

Target 1: 103 LAs participate in OB 2015-16

Outcomes Benchmarking KPI
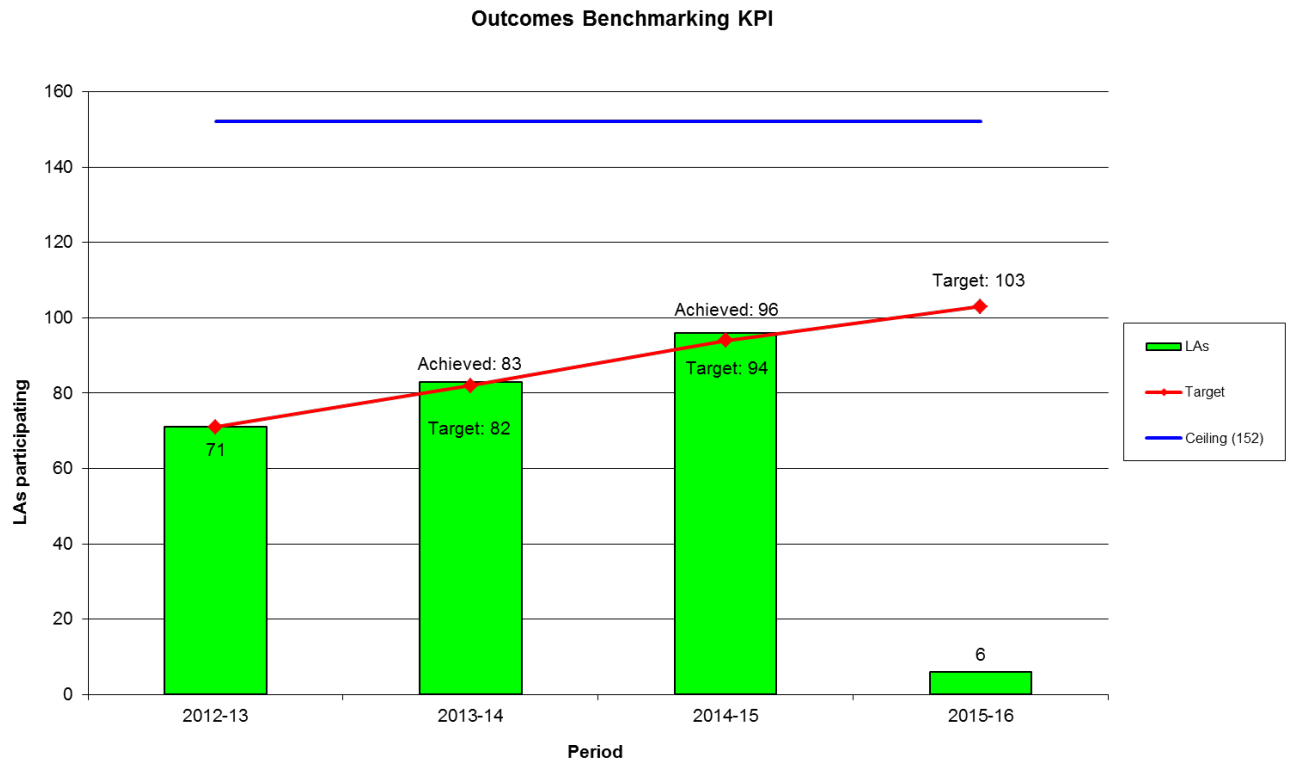
Target 2: 25 LAs participate in the NatSIP/CRIDE/UCL longitudinal study (if approved).

See notes above. The NatSIP/CRIDE/UCL study will not proceed until Academic Year 2016/17.

-- End of 1A.1 –

10.1.2 Workstream 1A.2: MSI Outcomes Measures

Overall workstream description:	Produce a set of outcome measures to demonstrate the progress of MSI learners (for optional use in the outcomes benchmarking exercise). This will involve: • Developing a set of universal outcome measures. • Piloting these with 10 MSI CYP in LA settings. • Preparing an evaluation document of pilot outcomes.
Links to NatSIP grant programme aims:	Aim 1: Continue SI data collection and improving co-ordination and usefulness of the data. Aim 2: Increase the number of authorities participating in data collection, ensuring we understand better the links between interventions and outcomes. Aim 3: Link data more closely with development of good practice tools to improve outcomes, across the SI cohort, with increased understanding of how to achieve better outcomes.
Links to NatSIP grant programme objectives:	Objective A.1: Develop the current NatSIP outcomes benchmarking data collection (attainment and achievement) to provide evidence of impact and improve outcomes.
GFA Key Outcomes:	KO2: Production of guidance materials for each of the key areas identified in plan achieved
GFA Key Performance Indicators:	KP4: Production of reports and guidance materials proposed to support the activity.
Leads:	Steve Rose (Sense) Jan Hughes (Sense) Liz Hodges (Birmingham University/Hertfordshire CC)
Status	GREEN – some time slippage but within contingency.
Status Date:	11 December 2015

Quarter:	Q1 Apr-Jun 2015				
Activity:	Prepare a scope for the measures and identify key areas				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
1	Prepare Scope Document	T	30/6/2015	Yes	🟢
2	Q1 Quarterly Report	M	30/6/2015	Yes	🟢

Quarter:	Q2 Jul-Sep 2015				
Activity:	• Run a focus group to explore measures, indicators and methods of demonstrating progress • Prepare draft outcome indicators				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
3	Run Focus Group (Birmingham Uni, 16 attendees)	T	30/9/2015	29/9/2015	🟢
4	Prepare draft Outcome Indicators document (agreed delayed)	T	30/9/2015	9/12/2015	🟢
5	Q2 Quarterly Report	M	30/9/2015	Yes	🟢

Quarter:	Q3 Oct-Dec 2015				
Activity:	• Pilot measures with a cohort of MSI learners • Design feedback mechanism • Liaise with LA SS services to identify a cohort of up to 10 MSI learners to test measures for user acceptance.				

No	Product	T or M	Due Date	Delivered	Flag
6	Design feedback mechanism	T	31/12/2015	31/12/2015	🟢
7	Recruit test cohort (See note)	T	31/12/2015		
8	Pilot test with cohort (See note)	T	31/12/2015		
9	Q3 Quarterly Report	M	31/12/2015	31/12/2015	🟢

Quarter:	Q4 Jan-Mar 2016				
Activity:	• Evaluate measures; identify succession plan • Review feedback and finalise set of measures. • Produce evaluation report				

No	Product	T or M	Due Date	Delivered	Flag
10	Review feedback	T	31/3/2016		
11	Publish measures	T	31/3/2015		
12	Prepare Evaluation Report	T	31/3/2016		
13	Q4 Quarterly Report	M	31/3/2016		

Comments/Observations

Q3: Working group made up of 7 attendees at the Focus group day convened. Group produced a draft outcomes framework based on the 'features of learning' from the Victoria School MSI Unit Curriculum and categorised into the four 'broad areas of need' described in the SEND Code of Practice

Final draft compiled and awaiting agreement by working group (by 09/12/15)

Agreed framework to be circulated to focus group by 18/12/15, ready for piloting by the group in January 2016.

-- End of 1A.2 –

10.1.3 Workstream 1A.3: VI Independence outcomes

Overall workstream description:	Building on the survey reports, produce guidance on completing the VI independence outcomes framework to ensure better standardised collation of data, and develop proformas that can be used for tracking individual learner progress.
Links to NatSIP grant programme aims:	Aim 1: Continue SI data collection and improving coordination and usefulness of the data.

Aim 3: .Link data more closely with development of good practice tools to improve outcomes, across the SI cohort, with increased understanding of how to achieve better outcomes.

Aim 4: Improve the ability of SI professionals to use tools and NatSIP materials to increase understanding, capacity and confidence to implement good plans and provision, to secure better outcomes for SI CYP aged 0-25.

Aim 7: Enable local authorities and settings to be able to ensure the right provision is in place to support and improve outcomes for CYP with SI. |
| Links to NatSIP grant programme objectives: | Objective A.1: Develop the current NatSIP outcomes benchmarking data collection (attainment and achievement) to provide evidence of impact and improve outcomes.

Objective A.2: Ensure this data informs the other work programmes in the bid supporting development of an overall quality framework. This will deliver more effective provision of SI services supporting the wider workforce. |
GFA Key Outcomes:	KO2: Production of guidance materials for each of the key areas identified in plan achieved.
GFA Key Performance Indicators:	KP4: Production of reports and guidance materials proposed to support the activity.
Leads:	Julie Jennings (RNIB)
Status:	GREEN
Status Date:	11 December 2015

Quarter:	Q1 Apr-Jun 2015				
Activity:	**Evaluation reports reviewed, project scoped and core group engaged** • Key issues identified from the two completed survey reports (of users of the framework) • Core working group identified • Full workplan produced				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
1	Identify key issues	T	30/6/2015	Yes	🟢
2	Identify core workgroup	T	30/6/2015	Yes	🟢
3	Produce full workplan	T	30/6/2015	Yes	🟢
4	Q1 Quarterly Report	M	30/6/2015	Yes	🟢

Quarter:	Q2 Jul-Sep 2015				
Activity:	**Draft guidelines and learner tracking pro forma produced** Working day held with core group to complete initial drafts based on the recommendations of the survey reports				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
5	Run Working Day	T	30/9/2015	22/9/2015	🟢
6	Q2 Quarterly Report	M	30/9/2015	30/9/2015	🟢

Quarter:	Q3 Oct-Dec 2015				
Activity:	**Resources piloted with wider group** Guidelines and pro forma circulated to existing contact group for feedback				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
7	Pilot Resources	T	31/12/2015	11/12/15	🟢
8	Gather feedback from pilot	T	31/12/2015	11/12/15	🟢
9	Q3 Quarterly Report	M	31/12/2015	11/12/15	🟢

Quarter:	Q4 Jan-Apr 2016				
Activity:	**Final resources launched at NatSIP working day** • Feedback analysed to inform production of final resources • Guidelines and pro forma produced, launched and disseminated widely to existing networks to raise profile of the framework and encourage increased use across VI services				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
10	Publish final resources	T	31/3/2016		
11	Q4 Quarterly Report	M	31/3/2016		

Comments/Observations

Q3: Resources piloted with wider group.

The final draft of the VI independence outcomes guidance has been completed, and an initial draft of the individual pupil tracking tool. Both have been circulated for comments to the core group with a response date of 11/01/2016. The aim is to complete revision of the final version for a publication date of 11/02/2016 at the next NatSIP working day.

-- End of 1A.3 –

10.2 Work programme 1B

10.2.1 Workstream 1B.1: Establish the link between evidence and outcomes

Overall workstream description:	This workstream will be looking at HI underachievers in more detail: The NatSIP benchmarking data indicates a greater proportion of pupils with SI do not make expected levels of progress from a starting point. We will work with LAs to: i) identify the characteristics and needs of these pupils and whether there are common characteristics. ii) identify the barriers to their progress such as the capacity of schools and education services to support and /or the particular needs of the children. iii) identify support strategies and good practice tools that have proven to be successful. iv) disseminate the findings.
Links to NatSIP grant programme aims:	Aim 3: .Link data more closely with development of good practice tools to improve outcomes, across the SI cohort, with increased understanding of how to achieve better outcomes.
Links to NatSIP grant programme objectives:	Objective A.2: Ensure this data informs the other work programmes in the bid supporting development of an overall quality framework. This will deliver more effective provision of SI services supporting the wider workforce.
GFA Key Outcomes:	KO1: Outcomes benchmarking data informs approach of specialist support service in delivering better outcomes for children and YP with sensory disability. KO2: Production of guidance materials for each of the key areas identified in plan achieved.
GFA Key Performance Indicators:	KP4: Production of reports and guidance materials proposed to support the activity.
Leads:	Ian Noon (NDCS)
Status:	GREEN (slippage within tolerance)
Status Date:	11 December 2015

Quarter:	Q1 Apr-Jun 2015				
Activity:	(None planned)				
No	Product	T or M	Due Date	Delivered	Flag
1	(Q1 no activity)	T	30/6/2015	Yes	🟢
2	Q1 Quarterly Report	M	30/6/2015	Yes	🟢

Quarter:	Q2 Jul-Sep 2015				
Activity:	Underachievers: • Carry out focus groups and interviews with 10 heads of services exploring reasons for under-achievement and good practice tools. • Check through HOSS forum and regional networks				
No	Product	T or M	Due Date	Delivered	Flag
3	Contact 10 Services to provide views	T	30/9/2015	30/9/2015	🟢
4	Q2 Quarterly Report	M	30/9/2015	30/9/2015	🟢

Quarter:	Q3 Oct-Dec 2015				
Activity:	Underachievers: • Publish report on findings of focus groups / interviews, identifying best practice tools.				
No	Product	T or M	Due Date	Delivered	Flag
5	Publish report *(see notes)*	T	31/12/2015		🟠
9	Q3 Quarterly Report	M	31/12/2015	31/12/2015	🟢

Quarter:	Q4 Jan-Mar 2016				
Activity:	(None planned)				
No	Product	T or M	Due Date	Delivered	Flag
10	(No activity)	T	31/3/2016		
11	Q4 Quarterly Report	M	31/3/2016		

Comments/Observations

3 Aug 2015: DfE Query: It would be helpful to include some quantification of the data sources and numbers of pupils that will inform the report. It may not be possible to do this until the investigation work is complete but if there is a ball-park figure that would help.

29 September 2015: Under No. 3 above, we have engaged with 31 Heads of Services or special schools. Collectively these support appx. 8,400 deaf children. Findings will be published per plan in Q3.

Q3: Some slippage: draft report is currently being finalised, and will be with NatSIP by end January 2016. This is due to some last-minute drafting changes being identified.

Some of the themes emerging so far include:

• Unreliable access to data – some services saying they can't identify which deaf children are failing to make good progress

• Need to improve working relationships with schools where deaf children are failing to make good progress. May be a possible need for training.

• Need for training on assessing and monitoring the progress of deaf children and young people

• Low expectations from some Teachers of the Deaf of what deaf children can achieve

-- End of 1B.1 –

10.2.1 Workstream 1B.2: Service impact on VI learner outcomes

Overall workstream description:	Development of a toolkit for measuring the impact of VI service provision for children and young people with VI in a way that is meaningful to CYP and reflects their needs and expectations of specialist support. Collaboration with Brent Sensory Service and the University of Birmingham.
Links to NatSIP grant programme aims:	Aim 3: Link data more closely with development of good practice tools to improve outcomes, across the SI cohort, with increased understanding of how to achieve better outcomes. Aim 5: Give greater understanding across the general SEND workforce about the effective support CYP with SI need in order to achieve good outcomes and when and how to seek additional advice from an available high quality specialist workforce. Aim 6: Increase understanding of parents, carers and young people about what good provision looks like for them and how they should be involved in decision making. Aim 7: Enable local authorities and settings to be able to ensure the right provision is in place to support and improve outcomes for CYP with SI.
Links to NatSIP grant programme objectives:	Objective A.2: Ensure this data informs the other work programmes in the bid supporting development of an overall quality framework. This will deliver more effective provision of SI services supporting the wider workforce.
GFA Key Outcomes:	KO2: Production of guidance materials for each of the key areas identified in plan achieved.
GFA Key Performance Indicators:	KP4: Production of reports and guidance materials proposed to support the activity.
Leads:	Sue Keil (RNIB)
Status:	GREEN
Status Date:	11 December 2015

Quarter:	Q1 Apr-Jun 2015
Activity:	• Agree timetable and project plan • Identify key VI service staff and potential CYP co-producers • Seek parental permissions. • Development of interview schedule for group interviews with CYP. • Hold 2 group interviews with CYP

No	Product	T or M	Due Date	Delivered	Flag
1	Timetable and project plan agreed	T	30/6/2015	Yes	●
2	YP Participants identified and parental consent obtained	T	30/6/2015	Yes	●
3	Interview schedules set	T	11/9/2015	Q2	●
4	2 group interviews held	T	11/9/2015	Q2	●
5	Q1 Quarterly Report	M	30/6/2015	Yes	●

Quarter:	Q2 Jul-Sep 2015				
Activity:	• Hold group interview with CYP. • Development of toolkit materials (questionnaires, and other tools as appropriate)				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
6	3rd group interview held	T	30/9/2015	11/9/2015	●
7	Draft materials developed/circulated to project group	T	30/9/2015	30/9/2015	●
8	Q2 Quarterly Report	M	30/9/2015	30/9/2015	●

Quarter:	Q3 Oct-Dec 2015				
Activity:	• Draft materials piloted with CYP and practitioners				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
9	Pilot of draft materials with CYP and professionals completed	T	31/12/2015		●
10	Q3 Quarterly Report	M	31/12/2015		●

Quarter:	Q4 Jan-Mar 2016				
Activity:	• Revisions made to materials in response to feedback from piloting • Toolkit materials finalised. • Publish the resource				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
11	Revise materials following pilot	T	31/3/2016		
12	Publish resource	T	31/3/2016		
13	Q4 Quarterly Report	M	31/3/2016		

Comments/Observations

July 2015: Item 3: P/Board agreed to proposed schedule change so that YP interviews held during summer break, not school term. Projected for July 2015.

DfE Query 3/8/2015: Helpful to quantify the number of CYP that will inform the toolkit.

5/8/2015: Sue Keil: We will trial the materials with a minimum of 10-12 CYP, consult with around 20.

29/9/2015: Group and telephone interviews with YP in July. Key issues for young people identified and these are being used to inform development of toolkit materials.

Half day meeting with project leads and Gwyn McCormack of Positive Eye, and discussions about use of some Positive Eye resources (Easy/Easier posting box) as a way of engaging with YP in discussions about their support.

Framework for discussions has also been developed around core and additional/extended curriculum. Statements/questions for CYP are now being developed and will be piloted in another group of YP in November.

Q3: Further development of the tool using Positive Eye 'Easy/Easier' Posting Box model. Statements organised into Outcomes Framework categories and further statements developed.

Telephone interviews carried out with 3 heads of VI services/team leaders who have used the Easy/Easier Posting Box for consulting with CYP and incorporated their feedback into the project.

Planning meeting held with Brent VI service team for trialling of resources with CYP in Brent – trialling is being carried out and will be completed in mid-January 2016.

A young person with VI is working with us on writing an information resource for CYP and parents on why training and specialist support is necessary, bringing in quotes from other CYP from transitions and other research.

-- End of 1B.2 –

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20. OBJECTIVE B: Assisting the implementation of the SEND Reforms

20.1 Work Programme 2A

20.1.1 Workstream 2A: Effective EHC Plans

Overall workstream description:	This workstream will involve: • A review of a sample of EHC Plans to identify strengths and weaknesses to identify the areas where guidance is most needed. • Drafting the guidance which will (i) build on Better Assessments by providing advice on how the information collected should be used to write the plan and (ii) provide a narrative to the model EHC Plans. • The piloting of 1 or 2 training courses on the guidance to test demand for professionals such as assessment officers, educational psychologist, independent parental supporters and specialist teachers. • The development of a resource for health professionals on contributing to effective EHC plans so that child achieves good outcomes.
Links to NatSIP grant programme aims:	Aim 4: Improve the ability of SI professionals to use tools and NatSIP materials to increase understanding, capacity and confidence to implement good plans and provision, to secure better outcomes for SI CYP aged 0-25. Aim 5: Give greater understanding across the general SEND workforce about the effective support CYP with SI need in order to achieve good outcomes and when and how to seek additional advice from an available high quality specialist workforce.
Links to NatSIP grant programme objectives:	Objective B.1: Develop tools and practical guidance on writing effective plans for SI CYP to ensure that the requirements of the Code of Practice are fully met, good outcomes clearly identified, expressed and targeted in line with SMART principles in the SEND Code of Practice.
GFA Key Outcomes:	KO5: Better written EHC plans with clearer outcomes that relate to what is really going to secure improved outcomes for children and young people.
GFA Key Performance Indicators:	KP4: Production of reports and guidance materials proposed to support the activity.
Leads:	Ian Noon (NDCS) Lilias Reary (NDCS)
Status:	GREEN
Status Date:	11 December 2015

Quarter:	Q1 Apr-Jun 2015				
Activity:	• Planning • Carry out research on current practice				
No	Product	T or M	Due Date	Delivered	Flag
1	Planning and research	T	30/6/2015	Yes	🟢
2	Q1 Quarterly Report	M	30/6/2015	Yes	🟢

Quarter:	Q2 Jul Sep 2015				
Activity:	• Continue research • Publish guidance/briefing note on current practice				
No	Product	T or M	Due Date	Delivered	Flag
3	Publish briefing note on current practice (Agreed delay into Q3).	T	30/9/2015	Delayed	🟢
4	Q2 Quarterly Report	M	30/9/2015	30/9/2015	🟢

Quarter:	Q3 Oct-Dec 2015				
Activity:	• Production of the guidance • Design of training/workshop				
No	Product	T or M	Due Date	Delivered	Flag
5	Produce guidance document (See note below)	T	31/12/2015		🟠
6	Q3 Quarterly Report	M	31/12/2015	31/12/2016	🟢

Quarter:	Q4 Jan-Mar 2016				
Activity:	• Deliver 2 workshops: • 20 professionals attend 2 regional pilot work shops • Publish resource for health professionals on contributing to EHC needs assessments so that children with SI achieve effective outcomes				
No	Product	T or M	Due Date	Delivered	Flag
7	Deliver 2 workshops for 20 professionals	T	31/3/2016		
8	Publish Resource	T	31/3/2015		
9	Q4 Quarterly Report	M	31/3/2016		

Target 1: 20 professionals attend the two workshops
(Workshops will not be held until Q3 Oct-Dec 2015).

Comments/Observations

3 August 2015: DfE Query: How many EHC plans will be reviewed as this helps show how well informed the resource is in addition to the 20 professionals who will have participated in the workshops on EHC planning.

29 September 2015: 40 EHC plans collected from 32 LAs. Report publication will take place in Oct 2015.

11 December 2015: Task 5: Guidance document will now be an online resource. Delayed to Jan 2016.
Task 7: Workshops arranged and bookings now being taken for 25/2/2016 (London) and 8/3/2016 (York).

-- End of 2A –

20.2 Work Programme 2B

20.1.1 Workstream 2B: Parents and Young People – Guidance for Planning

Overall workstream description:	Production of a separate guide for parents and young people so they can contribute effectively in production of plans and understand the planning context for sensory services.
Links to NatSIP grant programme aims:	Aim 6: Increase understanding of parents, carers and young people about what good provision looks like for them and how they should be involved in decision making.
Links to NatSIP grant programme objectives:	Objective B.2: Produce a separate guide for parents and young people so they can contribute effectively in production of plans and understand the local planning context for sensory services.
GFA Key Outcomes:	KO4: Parents and young people have significantly better understanding of how the reforms affect them and are able to constructively participate in EHC planning, engagement with schools and the local offer. KO5: Better written EHC plans with clearer outcomes that relate to what is really going to secure improved outcomes for children and young people.
GFA Key Performance Indicators:	KP4: Production of reports and guidance materials proposed to support the activity.
Leads:	Ian Noon (NDCS)
Status:	GREEN
Status Date:	11 December 2015

Quarter:	Q1 Apr-Jun 2015				
Activity:	Planning / drafting / seeking views of parents and young people				
No	Product	T or M	Due Date	Delivered	Flag
1	Planning and research	T	30/6/2015	Yes	🟢
2	Q1 Quarterly Report	M	30/6/2015	Yes	🟢

Quarter:	Q2 Jul-Sep 2015				
Activity:	Drafting				
3	Draft guidance (Parents)	T	30/9/2015	30/9/2015	🟢
4	Q2 Quarterly Report	M	30/9/2015	30/9/2015	🟢

Quarter:	Q3 Oct - Dec 2015				
Activity:	• Publish advice for parents and young people on EHC needs assessments and EHC plans • Disseminate				
5	Publish guidance document (See note)	T	31/12/2015		🟠
6	Q3 Quarterly Report	M	31/12/2015	31/12/2016	🟢

Quarter:	Q4 Jan-Mar 2016				
Activity:	• Hold event for parent(s) • Event attended by at least 30 parents				
7	Deliver 1 workshops for 30 parents	T	31/3/2016		
8	Publish resource	T	31/3/2015		
9	Q4 Quarterly Report	M	31/3/2016		

Target 1: >=30 parents to attend workshop (Q4).

Comments/Observations

11 December 2015: Task 5: The HI and MSI versions of the factsheet will be ready to send to NatSIP for sign-off / approval soon. We sought feedback from parent groups on both versions. We've not had many responses but those we have received have been positive and encouraging.

The VI version, produced with support from RNIB, is currently being reviewed by parents. Because of Christmas, we'd like to give parents until mid-January to comment on this resource.

-- End of 2B --

20.3 Work Programme 2C

20.3.1 Workstream 2C: Local Offer and Schools Information Report for SI

Overall workstream description:	Guidance for parents to know about how to locate information in their local offer and their entitlement for information.
Links to NatSIP grant programme aims:	Aim 6: Increase understanding of parents, carers and young people about what good provision looks like for them and how they should be involved in decision making. Aim 7: Enable local authorities and settings to be able to ensure the right provision is in place to support and improve outcomes for CYP with SI.
Links to NatSIP grant programme objectives:	Objective B.3: Develop guidance on what is a good offer for sensory support across early years, schools and post-16 settings and also for local authorities. Aligning the Local Offer and School Information Report will give a clear picture of what effective SI provision looks like.
GFA Key Outcomes:	KO2: Production of guidance materials for each of the key areas identified in plan achieved enabling schools and other settings to produce a better offer for children and young people with sensory disability and in the longer term improve outcomes. KO4: Parents and young people have significantly better understanding of how the reforms affect them and are able to constructively participate in EHC planning, engagement with schools and the local offer. KO5: Better written EHC plans with clearer outcomes that relate to what is really going to secure improved outcomes for children and young people.
GFA Key Performance Indicators:	KP4: Production of reports and guidance materials proposed to support the activity.
Leads:	Julie Jennings (RNIB) Steve Rose (Sense)
Status:	GREEN
Status Date:	11 December 2015

Quarter:	**Q1 Apr-Jun 2015**				
Activity:	**Project scoped and workplan drafted** • LO evaluation report for DfE reviewed and key issues identified • Core/focus group identified and engaged (VI, MSI, HI professional and parent/YP rep)				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
1	Scope and workplan	T	30/6/2015	Yes	●
2	Identify and engage core/focus group	T	30/6/2015	Yes	●
3	Q1 Quarterly Report	M	30/6/2015	Yes	●

Quarter:	Q2 Jul-Sep 2015				
Activity:	**Draft resource and feedback tools produced** • Resource drafted in line with SEND COP • Feedback tool designed and drafted				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
4	Draft resource	T	30/9/2015	30/9/2015	🟢
5	Draft feedback tools	T	30/9/2015	30/9/2015	🟢
6	Q2 Quarterly Report	M	30/9/2015	30/9/2015	🟢

Quarter:	Q3 Oct-Dec 2015				
Activity:	**Resource piloted with parents on their local offers** • Resource piloted by parents/YP in context of their local offer and feedback provided				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
7	Pilot resource	T	31/12/2015	31/12/2016	🟢
8	Q3 Quarterly Report	M	31/12/2015	31/12/2016	🟢

Quarter:	Q4 Jan-Mar 2016				
Activity:	**Final resource launched** • Feedback analysed and used to amend draft resource • Final draft produced • Resource launched through NatSIP networks				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
9	Analyse feedback	T	31/3/2016		
10	Publish amended resource	T	31/3/2015		
11	Q4 Quarterly Report	M	31/3/2016		

Comments/Observations

Q3: Resource piloted with parents on their local offers

The original plan was to pilot the two documents (one for parents and one for young people) with three SI services. An alternative approach has been agreed: to develop an online survey for young people, parents and professionals and disseminate this though the HoSS Forum. The aim is to reach a wider range of users to enable a better quality final product. Responses will be analysed in February 2016 to produce the final documents.

-- End of 2C –

20.4 Work Programme 2D

20.4.1 Workstream 2D.1: Think Right Feel Good

Overall workstream description:	Think Right Feel Good - self advocacy for young people.
Links to NatSIP grant programme aims:	Aim 6: Increase understanding of parents, carers and young people about what good provision looks like for them and how they should be involved in decision making.
Links to NatSIP grant programme objectives:	Objective B.4: Use the reforms to devise mechanisms which help empower YP to explain how they want to be supported in their ambitions for independence.
GFA Key Outcomes:	KO2: Production of guidance materials for each of the key areas identified in plan achieved enabling schools and other settings to produce a better offer for children and young people with sensory disability and in the longer term improve outcomes.

KO4: Parents and young people have significantly better understanding of how the reforms affect them and are able to constructively participate in EHC planning, engagement with schools and the local offer.

KO5: Better written EHC plans with clearer outcomes that relate to what is really going to secure improved outcomes for children and young people. |
GFA Key Performance Indicators:	KP4: Production of reports and guidance materials proposed to support the activity.
Leads:	Jude Thompson (RLSB)
Status:	AMBER
Status Date	11 December 2015

Quarter:	Q1 Apr-Jun 2015				
Activity:	- Core working group established. - Session dates and venues planned. >= 16 YP with HI and >=16 with VI identified and signed up for the project sessions. - Draft session plan written				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
1	Core group established	T	30/6/2015	Yes	🟢
2	Session dates and venues planned	T	30/6/2015	Yes	🟢
3	16 VI and 16 HI students identified and signed up	T	30/6/2015	Yes	🟢
4	Draft Session Plan	T	30/6/2015	Yes	🟢
5	Q1 Quarterly Report	M	30/6/2015	Yes	🟢

Quarter:	Q2 Jul-Sep 2015				
Activity:	• 2nd draft session plan. • 'Views' collection document produced • Working group meets to refine session plan and develop method for collating response/views of YP				

No	Product	T or M	Due Date	Delivered	Flag
6	2nd Draft Session Plan	T	30/9/2015	Yes	🟢
7	'Views' document	T	30/9/2015	Yes	🟢
8	Q2 Quarterly Report	M	30/9/2015	28/9/2015	🟢

Quarter:	Q3 Oct-Dec 2015				
Activity:	• Views of YP collated (See Note) • Evaluations of course facilitators collated • 4 sessions run – minimum of 32 YP in total participate				

No	Product	T or M	Due Date	Delivered	Flag
9	Run 4 sessions (postponed to Q4)	T	31/12/2015		🟠
10	Collate views of YP and course facilitators (postponed to Q4)	T	31/12/2015		🟠
11	Q3 Quarterly Report (postponed to Q4)	M	31/12/2015		🟠

Quarter:	Q4 Jan-Mar 2016				
Activity:	• Supplement finalised and signed off by working group • Supplement published and launched with YP and at NatSIP Working Day				

No	Product	T or M	Due Date	Delivered	Flag
12	Publish supplement to TRFG Course	T	31/3/2016		
13	Launch at NatSIP Working Day	T	31/3/2015		
14	Q4 Quarterly Report	M	31/3/2016		

Target 1: 4 sessions held and 32 YP (16 VI, 16 HI) participating.

Comments/Observations

29 September 2015: More YP than anticipated likely to be engaged. Associates engaged.

Q3: Discussed at project board meetings. Agreed that tasks 9-10 will be postponed to Q4, and that task 11 will also be postponed as reporting will follow the activities.

-- End of 2D.1 --

20.4.2 Workstream 2D.2: Post-16 HI

Overall workstream description:	Subject to consultation, this workstream will lead the redevelopment of an existing resource entitled *Template for Success* to support professionals in transition planning for HI pupils aged 14 and above.
Links to NatSIP grant programme aims:	Aim 4: Improve the ability of SI professionals to use tools and NatSIP materials to increase understanding, capacity and confidence to implement good plans and provision, to secure better outcomes for SI CYP aged 0-25. Aim 5: Give greater understanding across the general SEND workforce about the effective support CYP with SI need in order to achieve good outcomes and when and how to seek additional advice from an available high quality specialist workforce. Aim 7: Enable local authorities and settings to be able to ensure the right provision is in place to support and improve outcomes for CYP with SI.
Links to NatSIP grant programme objectives:	Objective B.4: Use the reforms to devise mechanisms which help empower YP to explain how they want to be supported in their ambitions for independence.
GFA Key Outcomes:	KO2: Production of guidance materials for each of the key areas identified in plan achieved enabling schools and other settings to produce a better offer for children and young people with sensory disability and in the longer term improve outcomes.
GFA Key Performance Indicators:	KP4: Production of reports and guidance materials proposed to support the activity.
Leads:	Ian Noon (NDCS) Martin McLean (NDCS)
Status:	GREEN
Status Date:	11 December 2015

Quarter:	Q1 Apr-Jun 2015				
Activity:	Planning				
No	Product	T or M	Due Date	Delivered	Flag
1	Planning	T	30/6/2015	Yes	🟢
2	Q1 Quarterly Report	M	30/6/2015	Yes	🟢

Quarter:	Q2 Jul-Sep 2015				
Activity:	• Carry out consultation with >=10 deaf young people including via NDCS Youth Advisory Board (YAB) on how they wish to be supported in their ambitions for independence • Scope out advice to education professionals on ensuring effective transition at age 16 for all HI young people into employment, education and independence, drawing on resources already developed by NDCS, RNIB and Sense, with a focus on person-centred planning				
No	Product	T or M	Due Date	Delivered	Flag
3	Consultation with 10 HI YP (23 YP involved in consultation)	T	30/9/2015	30/9/2015	🟢
4	Q2 Quarterly Report	M	30/9/2015	30/9/2015	🟢

Quarter:	Q3 Oct-Dec 2015				
Activity:	Draft advice paper				
No	Product	T or M	Due Date	Delivered	Flag
5	Draft Advice Paper (in progress in Q2)	T	31/12/2015	31/12/2015	🟢
6	Q3 Quarterly Report	M	31/12/2015	31/12/2015	🟢

Quarter:	Q4 Jan-Mar 2016				
Activity:	• Publish advice to education professionals on ensuring effective transition at age 16 for all HI young people, drawing on resources already developed by NDCS, RNIB and Sense • Dissemination plan produced				
No	Product	T or M	Due Date	Delivered	Flag
7	Publish Product	T	31/3/2016		
8	Q4 Quarterly Report	M	31/3/2016		

Comments/Observations

3 August 2015: DfE Query: We talked about the Scottish RNIB Template for success resource. What evidence is there that this has helped effective transitions/why is it preferred to other transition support resources? This may be based on professional opinion rather than quantified supporting evidence (which is fine).

29 Sept 2015: Ian Noon: The choice of *Template for success* is based on professional opinion and feedback from the sector.

A focus group with deaf young people on the proposed post-16 transitions resource took place in Oxfordshire in June, and we also engaged with the NDCS Young People's Advisory Board. We reached 23 deaf young people in total. A draft of the resource has been produced for review by heads of services at the October NatSIP working day. The draft has already taken into account feedback on the original Template for Success resource from professionals in Scotland and Oxfordshire – this feedback suggested that the resource was valuable and useful but that a shorter, more practical resource, and which signposts to resources for young people, would have more impact.

Q3: Task 5: Following the focus group and NatSIP Working Days session, resource re-drafting is underway as planned. Feedback so far has suggested that the resource was valuable and useful but that a shorter, more practical resource, and which signposts to resources for young people, would have more impact.

On track for publication in Q4 as scheduled.

-- End of 2D.2 –

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20.4.3 Workstream 2D.3: VI Transitions Resources

Overall workstream description:	Co-produced with young people, these resources will provide tailored guidance for young people with VI on transition to university, including applying for DSA. Guidance for universities will also be produced on supporting YP with VI. The resources will be evidence based, using findings from the ongoing RNIB/University of Birmingham longitudinal transitions research on young people's experiences of HE. Young people with VI (including some of the research participants) will be involved in co-production through evaluation at stages in the development of the materials.
Links to NatSIP grant programme aims:	Aim 5: Give greater understanding across the general SEND workforce about the effective support CYP with SI need in order to achieve good outcomes and when and how to seek additional advice from an available high quality specialist workforce. Aim 6: Increase understanding of parents, carers and young people about what good provision looks like for them and how they should be involved in decision making. Aim 7: Enable local authorities and settings to be able to ensure the right provision is in place to support and improve outcomes for CYP with SI.
Links to NatSIP grant programme objectives:	Objective B.4: Use the reforms to devise mechanisms which help empower YP to explain how they want to be supported in their ambitions for independence.
GFA Key Outcomes:	KO2: Production of guidance materials for each of the key areas identified in plan achieved enabling schools and other settings to produce a better offer for children and young people with sensory disability and in the longer term improve outcomes.
GFA Key Performance Indicators:	KP4: Production of guidance materials for each of the key areas identified in plan achieved enabling schools and other settings to produce a better offer for children and young people with sensory disability and in the longer term improve outcomes.
Leads:	Sue Keil (RNIB)
Status:	GREEN
Status Date:	11 December 2015

Quarter:	Q1 Apr-Jun 2015
Activity:	• Agree timetable and project plan • Identify YP participants to take part in the resource development • Review relevant findings from the Birmingham University transitions research to scope development of resources

No	Product	T or M	Due Date	Delivered	Flag
1	Timetable and project plan	T	30/6/2015	Yes	●
2	Review Birmingham documents	T	30/6/2015	Yes	●
3	Identify YP participants	T	30/6/2015	Yes	●
4	Discussion Sessions with YP to develop and pilot resources	T	30/6/2015	Yes	●
5	Q1 Quarterly Report	M	30/6/2015	Yes	●

Quarter:	Q2 Jul-Sep 2015
Activity:	• Development of resources through detailed discussions with YP and professionals • First draft of resources completed and initial piloting with YP and professionals

No	Product	T or M	Due Date	Delivered	Flag
6	First draft of resource	T	30/9/2015	30/9/2015	●
7	Q2 Quarterly Report	M	30/9/2015	30/9/2015	●

Quarter:	Q3 Oct-Dec 2015
Activity:	• Piloting and evaluation of resources through consultation with YP and professionals • Evaluation report on outcome of piloting exercise

No	Product	T or M	Due Date	Delivered	Flag
8	Piloting and evaluation with YP and professionals	T	31/12/2015	31/12/2015	●
9	Pilot Feedback	T	31/12/2015	31/12/2015	●
10	Q3 Quarterly Report	M	31/12/2015	31/12/2015	●

Quarter:	Q4 Jan-Mar 2016
Activity:	• Finalise resources based on evaluation report. • Resources disseminated through NatSIP and UoB networks.

No	Product	T or M	Due Date	Delivered	Flag
11	Publish Product – online HE guidance	T	31/3/2016		
12	Q4 Quarterly Report	M	31/3/2016		

Comments/Observations

3 August 2015: DfE Query: How many young people are expected to be involved with the development of transitions guidance? Is the Scottish RNIB Template for success resource not suitable?

4 Aug 2015: Sue Keil:

1. The online guidance in relation to transition to HE will initially be based on evidence provided by 30 young people. We'll then use our networks to invite YP to review the draft guidance. We'll aim for responses from around the same number but if there is a lot of interest there could be more.

2. The aim of involving the YP in our project exceeds Template for Success so that the YP can comment on content and presentation of the guidance. The guidance itself is very specific and based on what the research evidence tells us about what goes wrong/right and the type of information the YP tell us they need.

Q3: Evaluation report summarising feedback on draft online guidance from young people with VI and practitioners completed.

Online survey of young people and professionals carried out to get feedback on the draft online guidance. Overall feedback was very positive, but we are making some minor changes and adding more content in response to reviewers' suggestions.

Feedback has also been obtained from young people through presentations of the resources to a group of sixth formers at a special school who will be making the transition to university in September 2016.

-- End of 2D.3 –

30. OBJECTIVE C: Improving workforce practice in delivering better outcomes

30.1 Work Programme 3A

30.1.1 Workstream 3A: Quality Improvement Pack

Overall workstream description:	Revise and develop our quality improvement tool to support early years, schools and post-16 settings. This work will move in tandem with Ofsted and CQC's work to develop a framework for local area SEN inspections.
Links to NatSIP grant programme aims:	Aim 7: Enable local authorities and settings to be able to ensure the right provision is in place to support and improve outcomes for CYP with SI.
Links to NatSIP grant programme objectives:	Objective C.1: Revise and develop our quality improvement tool to support early years, schools and post-16 settings.
GFA Key Outcomes:	KO2: Production of guidance materials for each of the key areas identified in plan achieved enabling schools and other settings to produce a better offer for children and young people with sensory disability and in the longer term improve outcomes. KO5: Parents and young people have significantly better understanding of how the reforms affect them and are able to constructively participate in EHC planning, engagement with schools and the local offer.
GFA Key Performance Indicators:	KP4: Production of reports and guidance materials proposed to support the activity.
Leads:	Ian Noon (NDCS) Lynda Holland (Ear Foundation) Tina Wakefield (Ear Foundation)
Status:	GREEN
Status Date:	11 December 2015

Quarter:	Q1 Apr-Jun 2015				
Activity:	• Set up working group at NatSIP London day to review the existing standards that underpin the QI pack to take into account changes to the wider SEN and regulatory framework. • Consider scope also for developing a service evaluation framework (SEF) as part of this				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
1	Workgroup meeting at NatSIP Working Day	T	30/6/2015	Yes	●
2	Q1 Quarterly Report	M	30/6/2015	Yes	●

Quarter:	Q2 Jul-Sep 2015				
Activity:	Consider and draft new version of QI pack in line with feedback from 1st working group and with regard to Ofsted/CQC proposals. Note: this may slip if there is a delay in Ofsted/CQC publication of draft framework				
No	Product	T or M	Due Date	Delivered	Flag
3	Draft new version of QI Pack – held per delay	T	30/9/2015		🟠
4	Q2 Quarterly Report	M	30/9/2015	30/9/2015	🟢

Quarter:	Q3 Oct-Dec 2015				
Activity:	Convene a 2nd working group at NatSIP North to consider latest version of QI pack				
No	Product	T or M	Due Date	Delivered	Flag
5	2nd Workgroup meeting at NatSIP Working Day	T	31/12/2015	30/11/2015	🟢
6	Q3 Quarterly Report	M	31/12/2015	31/12/2015	🟢

Quarter:	Q4 Jan-Mar 2016				
Activity:	• Publish revised and updated QI pack • Subject to views from working group, publish new SEF alongside this				
No	Product	T or M	Due Date	Delivered	Flag
7	Publish updated QI Pack	T	31/3/2016		
8	Q4 Quarterly Report	M	31/3/2016		

Comments/Observations

11 December 2015: Still on track to complete this in Q4 as scheduled.

Progress was held up the Ofsted delay in publishing the consultation on the new local area inspection framework. New quality standards are being drafted to work around the two domains put forward by Ofsted/Care Quality Commission on: i) identifying needs, and ii) meeting them. We have added a third 'domain' to the new standards around ensuring an effective service.

A working draft of new quality standards was discussed at the NatSIP working day (30/11/2015). Feedback was mixed, but that this reflected the fact that some heads of services are still getting used to the existing quality standards.

Work is underway to revise the quality standards, which will then lead to a re-vamped quality improvement pack.

 -- End of 3A –

30.2 Work Programme 3B

30.2.1 Workstream 3B.1: Regional Centres for Communication Support Workers

Overall workstream description:	Development of Regional Centres for Communication Support Workers. It will extend the CSW development programme to centres by providing training for staff to run the qualification and support with the recruitment and training of 40 CSWs. This is an extension of the work funded by the DfE through the I-Sign 2 Project.
Links to NatSIP grant programme aims:	Aim 5: Give greater understanding across the general SEND workforce about the effective support CYP with SI need in order to achieve good outcomes and when and how to seek additional advice from an available high quality specialist workforce. Aim 7: Enable local authorities and settings to be able to ensure the right provision is in place to support and improve outcomes for CYP with SI.
Links to NatSIP grant programme objectives:	Objective C.2: Deliver training and disseminate professional guidance for Communication Support Workers (CSWs).
GFA Key Outcomes:	KO3: Additional CSWs have received training to ensure that children and young people with sensory impairment are properly supported.
GFA Key Performance Indicators:	KP3: Number of professionals accessing working days, workshops events […]
Leads:	Jim Edwards (Signature)
Status:	GREEN
Status Date:	11 December 2015

Quarter:	Q1 Apr-Jun 2015				
Activity:	• Recruit Project Manager • Recruitment of three centres plus one satellite to deliver the CSW qualification. • Centres identify relevant teaching staff and training of teachers starts. • Centres become approved Signature centres to deliver the course				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
1	Recruit project manager	T	30/6/2015	Yes	🟢
2	Identify 3 centres, plus satellite (delayed into Q2)	T	30/6/2015	Partly	🟡
3	Centres obtain Signature accreditation	T	30/6/2015	Partly	🟡
4	Q1 Quarterly Report	M	30/6/2015	Yes	🟢

Quarter:	Q2 Jul-Sep 2015				
Activity:	• Supported by Project Manager, centres recruit 40 CSWs to take part in the course • Staff training continues				
No	Product	T or M	Due Date	Delivered	Flag
5	Recruit 40 CSWs	T	30/9/2015	Delay	🟠
6	Train teaching staff	T	30/9/2015	Partial Delay	🟠
7	Q2 Quarterly Report	M	30/9/2015	30/9/2015	🟢

Quarter:	Q3 Oct-Dec 2015				
Activity:					
No	Product	T or M	Due Date	Delivered	Flag
8	Course continues to run (with 40 participants)	T	31/12/2015	31/12/2015	🟠
9	Q3 Quarterly Report	M	31/12/2015	31/12/2015	🟢

Quarter:	Q4 Jan-Mar 2016				
Activity:	• Delivery of CSW qualification commences • Centres register candidates and invoice for bursary • Project Coordinator provides ongoing support to centres • CSWs remain on programme and on schedule to complete the qualification				
No	Product	T or M	Due Date	Delivered	Flag
10	40 students complete the course	T	31/3/2016		
11	Evaluation report	T	31/3/2016		
12	Q4 Quarterly Report	M	31/3/2016		

Target 1: 40 participants complete the course.

Comments/Observations

29 September 2015: Oxford County Council in partnership with Oxford College has started to run the course. Training started in mid-September and 11 students have been recruited. Cate Cassidy (Project Manager) has worked extensively to support this centre and has produced a scheme of work and weekly teaching plans. A further meeting to review progress and look at compiling portfolios has been arranged.

In response to concerns regarding identifying a tutor, recruitment of students and delivery timescales Cate has decided to become an approved centre. She will deliver the course in partnership with Lesley Davidson, a BSL and Deaf Awareness lecturer at UCLan. The course will be based in UCLan and teaching will start on 24 October. Colleagues at UCLan are assisting with recruitment and marketing material has been circulated. The response so far has been very positive with eight students expressing an interest in the course. Recruitment is ongoing and more are expected to come forward before the course starts.

Cate is still in negotiation with Talking Hands in Wirral and Hamilton Lodge School, Brighton. She is working with both centres to find solutions to their concerns and plans to meet with staff from Talking Hands. A telephone conference with David Couch at Hamilton Lodge is also planned in order to work through their concerns.

Q3: The main focus for this quarter has been supporting centres to recruit students, identify and train teachers and to develop their delivery strategies.

Talking Hands, based in Merseyside, have committed to running the course and commenced delivery mid-November. The response so far has been positive with 5 students, however it is felt that this number could be extended so Cate Cassidy (Project Manager) will provide further support with marketing and advertising in order to boost numbers.

Oxford County Council in partnership with Oxford College started to run the course in mid- September. Eleven students were recruited but one has since withdrawn for personal reasons. Cate Cassidy continues to work with this centre providing delivery guidance and materials. A mid-term review meeting was held early November and the centre is on track to complete within specified deadlines. A further meeting to review progress and look at compiling portfolios has been agreed.

Deaf Education Matters Ltd, a centre owned by Cate Cassidy, based in Liverpool/Preston began to the deliver the course in October with 8 students. Keen to boost numbers and extend the demographic the centre engaged in further marketing and advertising which saw numbers rise to 14 by mid-November. Cate delivers the course in partnership with Lesley Davidson, a BSL and Deaf Awareness lecturer at UCLan, where the course is based.

We now have 29 students enrolled, and these are due to receive bursaries, we have the possibility of a few more at Talking Hands. All students with a few exceptions will complete the assessments in the financial year.

We are in negotiation with a new potential centre, The Manchester College. The college have attempted to deliver a CSW qualification to in house staff on a number of occasions without success. A key contact, has been identified and Cate is in discussions with her around helping them become a centre or their staff joining an established programme such as Talking Hands or Deaf Education Matters in order to extend the reach and numbers.

Recruiting a fourth centre to run the pilot and achieving the desired forty students has been difficult. Centres have expressed concerns that they cannot release staff for training due to the impact on students and budgets. Cate has offered solutions such as teaching at weekends and continues to work with centres to identify individualised options.

Centres report identification of a suitable teacher to be a concern. We continue to address concerns and support centres in looking at suitable staff and provide reassurance that Signature can provide teaching support, guidance and materials.

Lack of internal support continues to be a concern for centres. As the CSW qualification is new and there are few persons holding it there are concerns that centres will not be able to support teachers and students adequately. Cate continues to reassure centres that Signature have robust procedures, key persons and expertise that they can competently support centres. Options such as centres linking together to provide experiential support for one another is being explored by Cate and established centres such as Oxford, Talking Hands and Deaf Education Matters.

-- End of 3B.1 --

30.2.2 Workstream 3B.2: Training and Guidance for Communication Support Workers

|	
Overall workstream description:	Deliver training and disseminate professional guidance for Communication Support Workers (CSWs).
Links to NatSIP grant programme aims:	Aim 5: Give greater understanding across the general SEND workforce about the effective support CYP with SI need in order to achieve good outcomes and when and how to seek additional advice from an available high quality specialist workforce. Aim 7: Enable local authorities and settings to be able to ensure the right provision is in place to support and improve outcomes for CYP with SI.
Links to NatSIP grant programme objectives:	Objective C.2: Deliver training and disseminate professional guidance for Communication Support Workers (CSWs).
GFA Key Outcomes:	KO3: Additional CSWs have received training to ensure that children and young people with sensory impairment are properly supported.
GFA Key Performance Indicators:	
Leads:	Ian Noon (NDCS) Kelsey McQuaid (NDCS)
Status:	GREEN
Status Date:	29 September 2015

Quarter:	Q1 Apr-Jun 2015				
Activity:	• Establish and raise awareness of a fund to issue grants, in partnership with the local authority, to improve the sign language skills of CSWs to level 3 • Promotional materials issued				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
1	Devise and issue promotional materials	T	30/6/2015	Yes	●
2	Administer fund	T	30/6/2015	Yes	●
3	Q1 Quarterly Report	M	30/6/2015	Yes	●

Quarter:	Q2 Jul-Sep 2015				
Activity:	Administer fund				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
4	Administer fund	T	30/9/2015	30/9/2015	●
5	Q2 Quarterly Report	M	30/9/2015	30/9/2015	●

Quarter:	Q3 Oct-Dec 2015				
Activity:	Administer fund				
No	Product	T or M	Due Date	Delivered	Flag
6	Administer fund	T	31/12/2015		🟢
7	Q3 Quarterly Report	M	31/12/2015		🟢

Quarter:	Q4 Jan-Mar 2				
Activity:	Administer fund 30 CSWs receive funding and have started on course				
No	Product	T or M	Due Date	Delivered	Flag
8	Administer fund	T	31/3/2016		
9	Q4 Quarterly Report	M	31/3/2016		

Target1 : 30 CSWs start the course
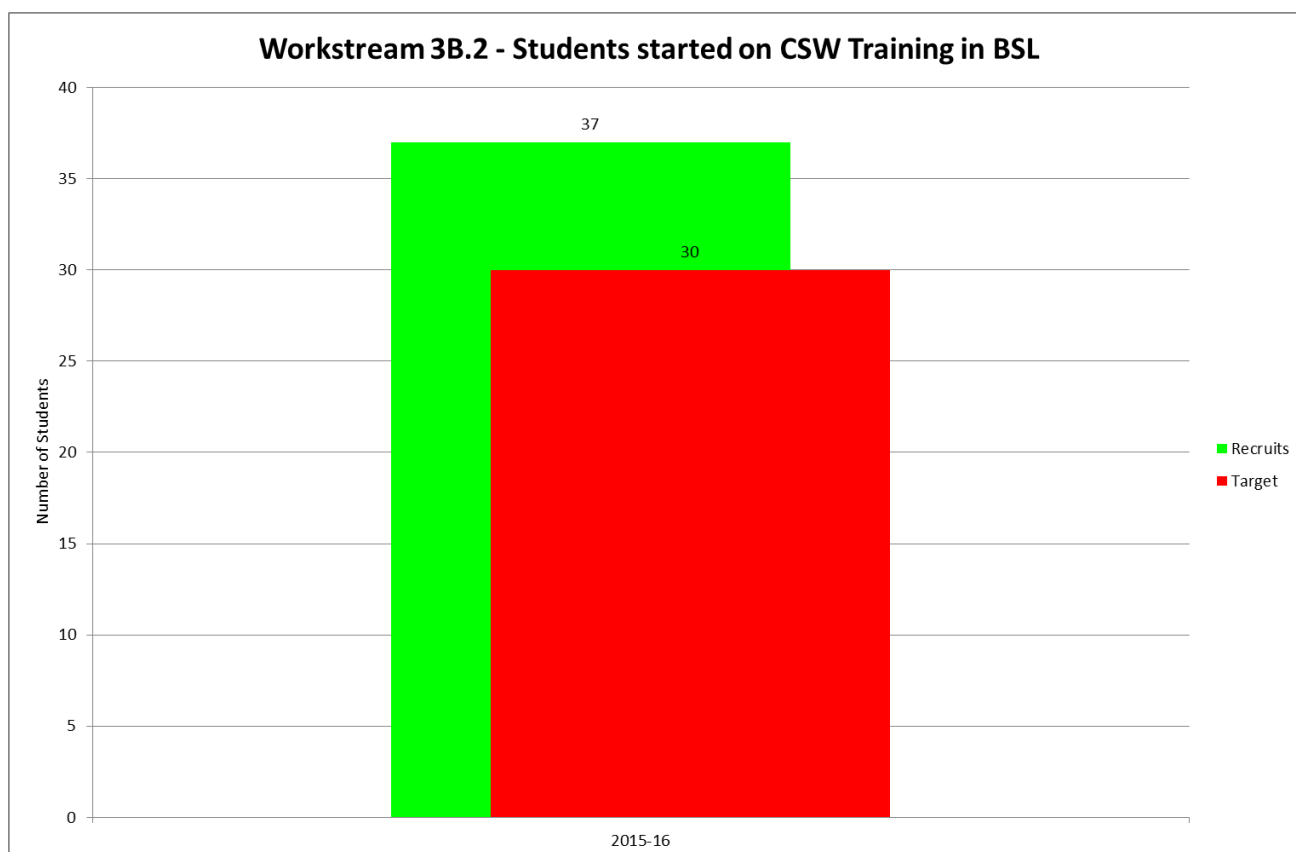
Comments/Observations

11 December 2015: 37 applications approved (was 32 in Q2). 30 are for courses at Level 3 or above. The fund is now depleted and no further applications will be accepted. Spot checks are taking place.

 -- End of 3B.2 –

30.3 Work Programme 3C

30.3.1 Workstream 3C.1: Specialist Teacher Supply

Overall workstream description:	We will audit the factors promoting and inhibiting the successful supply of specialist Teachers of the Deaf, VI and MSI, to improve our understanding of the innovative steps that can be taken to improve supply in the future and so ensure high quality support for SI children and young people, parents and professionals in the future.
Links to NatSIP grant programme aims:	Aim 7: Enable local authorities and settings to be able to ensure the right provision is in place to support and improve outcomes for CYP with SI.
Links to NatSIP grant programme objectives:	Objective C.3: Work with NCTL and DfE in the development of the Mandatory Qualification (MQ) for HI, VI and MSI and address shortages of specialist teachers and look at wider available continued professional development for SI professionals.
GFA Key Outcomes:	
GFA Key Performance Indicators:	KP4: Production of reports and guidance materials proposed to support the activity.
Leads:	Ian Noon (NDCS) Tina Wakefield (Ear Foundation)
Status:	GREEN
Status Date:	29 September 2015

Quarter:	Q1 Apr-Jun 2015				
Activity:	Planning				
No	Product	T or M	Due Date	Delivered	Flag
1	Planning	T	30/6/2015	Yes	●
2	Q1 Quarterly Report	M	30/6/2015	Yes	●

Quarter:	Q2 Jul-Sep 2015				
Activity:	Contacting trainee teachers, recently qualified teachers, university training centres and local authority commissioners (from September)				
No	Product	T or M	Due Date	Delivered	Flag
3	Contact Programme	T	30/9/2015	30/9/2015	●
4	Q2 Quarterly Report	M	30/9/2015	30/9/2015	●

Quarter:	Q3 Oct-Dec 2015					
Activity:	• Contacting trainee teachers, recently qualified teachers, university training centres and local authority commissioners • Interviews with at least 20 professionals carried out					
No	Product	T or M	Due Date	Delivered		Flag
5	Contact programme and interviews	T	31/12/2015	31/12/2015		●
6	Q3 Quarterly Report	M	31/12/2015	31/12/2015		●

Quarter:	Q4 Jan-Mar 2016				
Activity:	Draft and publish audit report				
No	Product	T or M	Due Date	Delivered	Flag
7	Publish Report	T	31/3/2016		
8	Q4 Quarterly Report	M	31/3/2016		

Target 1: Interviews with 20 professionals carried out

Comments/Observations

3 August 2015: DfE Query: Although the broad aim is to understand and promote the supply of MQ teachers, the only tangible activity is interviewing 20 newly qualified teachers. Is there more information about effectively driving the SI market? Can you/Ian add more detail?

29 September 2015: We are aiming to carry out interviews with at least 20 professionals across the above categories and get over 80 responses to surveys across the above categories. Surveys/interviews are currently underway, making good progress and on schedule. Q3 report will contain more detailed information on numbers involved. We are working with Sense and MSI to ensure we reach teachers in VI and MSI.

11 December 2015: Ahead of schedule. KPI was to carry out interviews with at least 20 professionals. We have interviewed 71 professionals, across SI, as set out below. Interviews were done either face-to-face or in groups. We also did a range of surveys. In total, we have reached 148 education professionals.

- Heads of services – survey – 54 responses, of which 10 were participants in interviews or focus groups
- Trainee specialist teachers – survey – 74 responses, of which 56 were participants in interviews or focus groups
- Newly qualified specialist teachers – 15 responses, of which 2 were interviews
- MQ training providers – 5 responses, of which 3 were interviews

Report currently being drafted and is on track for publication in Q4 as scheduled.

Emerging issues include:

- Widespread concern around shortage of specialist teachers
- Lack of incentive for schools with resource provision to ensure effective succession planning
- Difficult to get funding to train unless already have a post as a 'specialist teacher'
- Funding for training insufficient to cover travel, subsistence and supply cover

-- End of 3C.1 --

30.3.2 Workstream 3C.2: Proposal for new standardised Braille literacy test

Overall workstream description:	This workstream will produce a costed plan for developing a new standardised reading test to accurately assess children's braille literacy for comparison against print and braille reading norms, based on the York Assessment of Reading Comprehension (YARC) owned by GL Assessment.
Links to NatSIP grant programme aims:	Aim 4: Improve the ability of SI professionals to use tools and NatSIP materials to increase understanding, capacity and confidence to implement good plans and provision, to secure better outcomes for SI CYP aged 0-25.
Links to NatSIP grant programme objectives:	Objective C.4: Produce and disseminate materials for the wider workforces on good sensory support. Objective C.5: Develop new specialist tracking tools to enable educational settings to demonstrate progress for SI CYP, relating to wider outcomes, including independence (CoP 6.18).
GFA Key Outcomes:	KO2: Production of guidance materials for each of the key areas identified in plan achieved.
GFA Key Performance Indicators:	KP4: Production of reports and guidance materials proposed to support the activity.
Leads:	Rory Cobb (RNIB)
Status:	GREEN
Status Date:	11 December 2015

Quarter:	Q1 Apr-Jun 2015				
Activity:	Identify partners and hold initial steering group meeting				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
1	Identify Partners	T	30/6/2015	Yes	🟢
2	Initial Steering Group meeting	T	30/6/2015	Yes	🟢
3	Q1 Quarterly Report	M	30/6/2015	Yes	🟢

Quarter:	Q2 Jul-Sep 2015				
Activity:	Define scope of full project and resource implications				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
4	Define scope and resource implications	T	30/9/2015	29/9/2015	🟢
5	Q2 Quarterly Report	M	30/9/2015	29/9/2015	🟢

Quarter:	Q3 Oct-Dec 2015				
Activity:	Develop costed proposal and timeline for full project				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
6	Develop costed programme and timeline for the project	T	31/12/2015	31/12/2015	🟢
7	Q3 Quarterly Report	M	31/12/2015	31/12/2015	🟢

Quarter:	Q4 Jan-Mar 2016				
Activity:	Draw up brief for external funding of full resource and identify possible funders				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
8	Draw up funding brief and identify possible funders	T	31/3/2016		
9	Q4 Quarterly Report	M	31/3/2016		

Comments/Observations

29 September 2015: A further meeting was held with staff from Birmingham University to inform the first draft of the scoping report, which was received on 29 September. This draft identifies and explores the key questions to be developed in the final proposal, namely:

• Why do we need a new standardised reading test to accurately assess children's braille literacy?

• What currently exists?

• Why should the new test be based upon the YARC?

Second steering group meeting held and final proposal agreed.

Costed proposal and timeline for full project drawn up for discussion with potential funders. Discussions held with US braille specialists.

Road-testing scheduled for Jan 2016, to be followed by launch at the NatSIP Working Day in February 2016.

-- End of 3C.2 --

30.4 Work Programme 3D

30.4.1 Workstream 3D.1: Tactile Signing Training

Overall workstream description:	Developing tactile signing training. This will involve: • Establishing a working group to dissect previous scoping and plan a learning outline. • Designing and developing training materials including user acceptance testing (pilot of materials). • Preparing a final training product for future implementation.
Links to NatSIP grant programme aims:	Aim 4: Improve the ability of SI professionals to use tools and NatSIP materials to increase understanding, capacity and confidence to implement good plans and provision, to secure better outcomes for SI CYP aged 0-25. Aim 5: Give greater understanding across the general SEND workforce about the effective support CYP with SI need in order to achieve good outcomes and when and how to seek additional advice from an available high quality specialist workforce.
Links to NatSIP grant programme objectives:	Objective C.4: Produce and disseminate materials for the wider workforces on good sensory support. Objective C.5: Develop new specialist tracking tools to enable educational settings to demonstrate progress for SI CYP, relating to wider outcomes, including independence (CoP 6.18).
GFA Key Outcomes:	KO2: Production of guidance materials for each of the key areas identified in plan achieved.
GFA Key Performance Indicators:	KP4: Production of reports and guidance materials proposed to support the activity.
Leads:	Steve Rose (Sense)
Status:	AMBER
Status Date:	11 December 2015

Quarter:	Q1 Apr Jun 2015				
Activity:	• Establish working group • Identify plan for content • Working group meet to scope, plan and identify learning outcomes and content				
No	Product	T or M	Due Date	Delivered	Flag
1	Establish working group	T	30/6/2015	Q2	🟢
2	Identify plan for content	T	30/6/2015	Q2	🟢
3	Q1 Quarterly Report	M	30/6/2015	Yes	🟢

Quarter:	~~Q2 Jul-Sep 2015~~				
~~Activity:~~	~~Design and develop materials~~				
	~~Develop content and learning materials (interactive exercises, drawing on existing identified resources)~~				
~~No~~	~~Product~~	~~T or M~~	~~Due Date~~	~~Delivered~~	~~Flag~~
4	~~Design and develop materials~~	~~T~~	~~30/9/2015~~	~~Part~~	🟠
5	~~Q2 Quarterly Report~~	~~M~~	~~30/9/2015~~	~~29/9/2015~~	🟢

See notes. This workstream was re-baselined in July 2015.

Quarter:	Q3 Oct-Dec 2015				
Activity:	Design and develop materials				
No	Product	T or M	Due Date	Delivered	Flag
6	Design and develop materials	T	31/12/2015		
7	Q3 Quarterly Report	M	31/12/2015	31/12/2015	🟢

Quarter:	Q4 Jan-Mar 2016				
Activity:	• User acceptance test materials with a group of communication partners • Review and finalise product • Develop a succession plan for ongoing access • Action feedback and finalise training package, finalise trainer manual and ongoing delivery				
No	Product	T or M	Due Date	Delivered	Flag
8	Review and finalise product	T	31/3/2016		
9	Q4 Quarterly Report	M	31/3/2016		

Comments/Observations

29 September 2015: Nos. 1 and 2 now complete in Q2. 6 practitioners have agreed to offer expertise in the development of the programme. A working day session is being considered for Q3.

Q2: A revised WIP has been submitted to account for the slippage and plan successful delivery during the grant period.

Q3: This workstream is behind schedule. A recovery plan has been instigated with a deputy project lead being appointed with sole focus on this project until completion. We are confident that the recovery plan will deliver the pilot course in Q4.

-- End of 3D.1 --

30.4.2 Workstream 3D.2: Intervenor Network Events

Overall workstream description:	This workstream will involve: • Running a programme of local networks for intervenors that provide opportunities for professional development and networking. • Reach 50 intervenors through this set of events. • Develop partnership arrangements for sustainability of local networks (continuing to run the networks beyond the life of the grant, trialling online and meetings).
Links to NatSIP grant programme aims:	Aim 4: Improve the ability of SI professionals to use tools and NatSIP materials to increase understanding, capacity and confidence to implement good plans and provision, to secure better outcomes for SI CYP aged 0-25. Aim 7: Enable local authorities and settings to be able to ensure the right provision is in place to support and improve outcomes for CYP with SI.
Links to NatSIP grant programme objectives:	Objective C.4: Produce and disseminate materials for the wider workforces on good sensory support.
GFA Key Outcomes:	KO2: Production of guidance materials for each of the key areas identified in plan achieved.
GFA Key Performance Indicators:	KP4: Production of reports and guidance materials proposed to support the activity.
Leads:	Steve Rose (Sense) Anthony McKay (Sense)
Status:	GREEN
Status Date:	11 December 2015

Quarter:	Q1 Apr-Jun 2015
Activity:	Establish programme • Plan sustainability strategy • Identify host authorities, venue, speakers • Establish format • Recruit participants

No	Product	T or M	Due Date	Delivered	Flag
1	Establish programme	T	30/6/2015	Yes	🟢
2	Identify host authorities	T	30/6/2015	Yes	🟢
3	Plan venues and speakers	T	30/6/2015	Yes	🟢
4	Identify participants	T	30/6/2015	Yes	🟢
5	Q1 Quarterly Report	M	30/6/2015	Yes	🟢

Quarter:	Q2 Jul-Sep 2015				
Activity:	Deliver Event I Plan and recruit for Events II and III				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
6	Deliver Event I (Tactile Signing Skills – 14 attendees)	T	30/9/2015	24/9/2015	🟢
7	Q2 Quarterly Report	M	30/9/2015	20/9/2015	🟢

Quarter:	Q3 Oct-Dec 2015				
Activity:	• Deliver Events II and III • Plan and recruit Events IV and V • Evaluate Events I and II • Identify sustainability plan for Events I and II				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
8	Deliver Events II (Cambs – 18 attendees) and III (WESC, 18)	T	31/12/2015	31/12/2015	🟢
9	Evaluation and sustainability plan draft	T	31/12/2015	31/12/2015	🟢
10	Q3 Quarterly Report	M	31/12/2015	31/12/2015	🟢

Quarter:	Q4 Jan-Mar 2016				
Activity:	• Deliver Events IV and V • Evaluate Event III, IV and V • Identify sustainability plan for Events III, IV and V				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
11	Deliver Events IV and V	T	31/3/2016		
12	Evaluation and sustainability plan	T	31/3/2016		
13	Q4 Quarterly Report	M	31/3/2016		

Comments/Observations

3 August 2015: DfE Query: Suggestion: can the group/s be sustained through a virtual network following the 5 events?

29 September 2015: This is one of the approaches being considered for sustainability.

Q3: 3 Events have now been held with 48 attendees. Over 119 intervenors are now connected via a closed Facebook group. Isolated Intervenors have already contacted us to register thanks and desire for the opportunity to network locally. 100% positive feedback from all events so far, just requests for more! Facebook NOI group is continuing to develop with the idea of its use as a forum to be trialled in Q4.

-- End of 3D.2 --

30.4.3 Workstream 3D.3: Materials to support workforce delivery

Overall workstream description:	Materials to be produced by NDCS include: • Advice on the implications of the assess - plan - review - do cycle for SI practitioners • Review and update funding briefings to reflect annual changes in government guidance and funding regulations so that education settings consider what they need to do to ensure that they are funded to deliver the right provision (SI). • Update guidance on funding of equipment and the Equality Act to reflect new EHRC guidance for education and broaden the guidance on the application of the Equality Act to cover more reasonable adjustments. Provide advice to parents. • Advice to local authorities on ensuring right provision in place to support and improve outcomes for HI CYP with mild/moderate hearing loss. • Publish a tool for education professionals to support them in improving numeracy in deaf children (HI). • Provide tools for education professionals to ensure the curriculum is accessible to HI children and professionals have good understanding of their needs through new *Supporting Achievement* guidance and materials. This will involve the production of at least 13 individual resources.
Links to NatSIP grant programme aims:	Aim 4: Improve the ability of SI professionals to use tools and NatSIP materials to increase understanding, capacity and confidence to implement good plans and provision, to secure better outcomes for SI CYP aged 0-25. Aim 5: Give greater understanding across the general SEND workforce about the effective support CYP with SI need in order to achieve good outcomes and when and how to seek additional advice from an available high quality specialist workforce. Aim 6: Increase understanding of parents, carers and young people about what good provision looks like for them and how they should be involved in decision making. Aim 7: Enable local authorities and settings to be able to ensure the right provision is in place to support and improve outcomes for CYP with SI.
Links to NatSIP grant programme objectives:	Objective C.4: Produce and disseminate materials for the wider workforces on good sensory support.
GFA Key Outcomes:	KO2: Production of guidance materials for each of the key areas identified in plan achieved. KO4: Parents and young people have significantly better understanding of how the reforms affect them and are able to constructively participate in EHC planning, engagement with schools and the local offer.
GFA Key Performance Indicators:	KP4: Production of reports and guidance materials proposed to support the activity.
Leads:	Ian Noon (NDCS) Brian Gale (NDCS)

Status:	GREEN
Status Date:	29 September 2015

Quarter:	Q1 Apr-Jun 2015				
Activity:	Drafting				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
1	Planning/drafting	T	30/6/2015	Yes	🟢
2	Q1 Quarterly Report	M	30/6/2015	Yes	🟢

Quarter:	Q2 Jul-Sep 2015				
Activity:	**Assess - Plan - Do - Review briefing notes for HI, VI, MSI**				
	Publish advice on the implications of the Assess - Plan - Do - Review cycle for SI professionals				
	Updated Supporting Achievement materials published (HI)				
	Update and re-publish existing *Supporting Achievement* resources developed by NDCS, taking into account feedback collated in 14/15 (HI)				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
3	Publish Assess - Plan - Do - Review Briefing Notes for HI, -- VI and MSI delayed to Q3	T	30/9/2015	Part	🟢
4	Update supporting materials.	T	30/9/2015	6/11/2015	🟢
5	Q2 Quarterly Report	M	30/9/2015	29/9/2015	🟢

Quarter:	Q3 Oct-Dec 2015				
Activity:	**Funding guidance republished (subject to new government's policy)**				
	Redrafting and republication of funding guidance to reflect changes in government policy and regulations. Review case studies and update				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
6	Republish Funding Guidance (see note)	T	31/12/2015		🟡
7	Q3 Quarterly Report	M	31/12/2015	31/12/2016	🟢

Quarter:	Q4 Jan-Mar 2016
Activity:	**New Equality Act guidance published (assumes EHRC revised guidance for education is produced by then)**
	Drafting and publication of Equality Act guidance
	Numeracy tool published
	Publish advice and guidance on tool for promoting numeracy in primary aged deaf children, based on evidence from the University of Oxford.
	Resources for teachers on provision for children with mild/moderate hearing loss published
	Draft and publish advice and guidance for Teachers of the Deaf on meeting the needs of deaf children with a mild or moderate hearing loss, drawing from research
	Funding factsheet for parents published
	Develop new resource for parents explaining the implication for funding reform for their SI child

No	Product	T or M	Due Date	Delivered	Flag
8	Publish new Equality Act Guidance	T	31/3/2016		
9	Publish Numeracy Tool	T	31/3/2016		
10	Publish Guidance for teachers on provision for children with mild/moderate HI	T	31/3/2016		
11	Publish funding fact sheet for parents	T	31/3/2016		
12	Q4 Quarterly Report	M	31/3/2016		

Comments/Observations

3 August 2015: DfE Query: Will these guidance documents be road tested with users before publication?

29 Sept 2015: Yes

29 Sept 2015: No 3 – VI and MSI delayed into Q3. No 4 – Content is finished but not yet published in Q2. Assess-Plan-Do briefing also published.

11 December 2015: Some slippage.

Delayed from Q2:

All Assess, plan, do, review briefings (for HI, VI and MSI) now published.

Supporting Achievement resources for i) Early years, ii) Primary, iii) Secondary, iv) FE, v) Special schools delayed from Q2 because of staffing NDCS design team.

Supporting Achievement in Secondary Schools published in November, attracted comment from the Cued Speech Association. We have made changes to this document in response, and also reviewed the other docs in the series. On track to circulate remaining resources before Christmas for publication on the NatSIP website in Jan 2016. (Note: All documents were published on the website on 6 Jan 2016).

Task 6: Brian Gale is currently working on this task, However, it is not yet complete and the funding situation is still unsettled. We will check other funding guidance documents already published by NatSIP but we do not believe significant changes will be needed (if any).

We are confident that we will be catch up with the slippage in Q4.

-- End of 3D.3 --

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30.4.4 Workstream 3D.4: Examination Access

Overall workstream description:	Reasonable adjustments and access arrangements for tests and exams for learners with sensory impairment. This workstream will produce an online publication explaining how the principles of reasonable adjustment are applied to National Curriculum tests and general qualifications (GCSE, A level etc.) the main access arrangements that are available, and how to apply for them.
Links to NatSIP grant programme aims:	Aim 5: Give greater understanding across the general SEND workforce about the effective support CYP with SI need in order to achieve good outcomes and when and how to seek additional advice from an available high quality specialist workforce.
Links to NatSIP grant programme objectives:	Objective C.4: Produce and disseminate materials for the wider workforces on good sensory support. Specific projects will include […] examination access […]
GFA Key Outcomes:	KO2: Production of guidance materials for each of the key areas identified in plan achieved.
GFA Key Performance Indicators:	KP4: Production of reports and guidance materials proposed to support the activity.
Leads:	Rory Cobb (RNIB) Paul Simpson (BATOD)
Status:	GREEN
Status Date:	11 December 2015

Quarter:	Q1 Apr-Jun 2015				
Activity:	Hold initial meeting to agree structure of publication and timetable for completion				
No	Product	T or M	Due Date	Delivered	Flag
1	Hold initial meeting	T	30/6/2015	16/7/2015	🟢
2	Q1 Quarterly Report	M	30/6/2015	Yes	🟢

Quarter:	Q2 Jul-Sep 2015				
Activity:	Write draft content				
No	Product	T or M	Due Date	Delivered	Flag
3	Write draft content	T	30/9/2015	Yes	🟢
4	Q2 Quarterly Report	M	30/9/2015	29/9/2015	🟢

Quarter:	Q3 Oct-Dec 2015				
Activity:	Road-test draft guidance with prospective users.				
	Review and revise draft content - produce second draft.				
No	Product	T or M	Due Date	Delivered	Flag
5	Review and revise - second draft	T	31/12/2015	31/12/2015	🟢
6	Q3 Quarterly Report	M	31/12/2015	31/12/2015	🟢

Quarter:	Q4 Jan-Mar 2016				
Activity:	Final publication made available on NatSIP website.				
No	Product	T or M	Due Date	Delivered	Flag
7	Publish new guidance	T	31/3/2016		
8	Q4 Quarterly Report	M	31/3/2016		

Comments/Observations

29 September 2015: Access booklet for GCSEs is not out until July 2015, so initial meeting to take place in Q2. (Completed)

3 August 2015: DfE Query: Will the new guidance be road tested with potential users before publication?

5 Aug 2015: Rory Cobb: Yes, the new exam guidance will be road tested with potential users before publication - apologies this was not specified in the WIP. [WIP revision attached]

5 Aug 2015: Editor Note (Steve J): Outputs text above changed per R Cobb's WIP update of 5 Aug 2015.

Q3: The guide has been redrafted and expanded since Q2. Case studies have been sourced to personalise the information on access arrangements and make it more meaningful to teachers.

We have not yet road tested the draft guidance with teachers. We plan to do this in January with the aim of launching the guidance at the NatSIP working day in February 2016.

-- End of 3D.4 --

30.4.5 Workstream 3D.5: Revised Eligibility Framework

Overall workstream description:	This Workstream will revise the NatSIP Eligibility Criteria (EC) to align with service delivery within the Children and Families Act 2014. At the same time we will address the learning that increasing popularity and use of the EC has brought. The revised publication will be called the Eligibility Framework (EF).
Links to NatSIP grant programme aims:	Aim 4: Improve the ability of SI professionals to use tools and NatSIP materials to increase understanding, capacity and confidence to implement good plans and provision, to secure better outcomes for SI CYP aged 0-25.
Links to NatSIP grant programme objectives:	Objective C.4: Produce and disseminate materials for the wider workforces on good sensory support. Specific projects will include [...] eligibility criteria [...]
GFA Key Outcomes:	KO2: Production of guidance materials for each of the key areas identified in plan achieved KO5: Better written EHC plans with clearer outcomes that relate to what is really going to secure improved outcomes for children and young people.
GFA Key Performance Indicators:	KP4: Production of reports and guidance materials proposed to support the activity.
Leads:	Bob Denman (NatSIP Associate) Lindsey Rousseau (NatSIP Facilitator)
Status:	GREEN - completed
Status Date:	29 September 2015

Quarter:	Q1 Apr-Jun 2015				
Activity:	Draft revised Eligibility Framework for HI, MSI and VI and encourage the working group to comment and review Publish revised EF at NatSIP working day 4 June 2015 Obtain data that the NatSIP EF is used by the majority of services				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
1	Produce revised EF document	T	30/6/2015	Yes	●
2	Launch at NatSIP Working Day 4/6/2015	T	30/6/2015	Yes	●
3	Q1 Quarterly Report	M	30/6/2015	Yes	●

Comments/Observations

29 September 2015: New Framework document at NatSIP Working Day on 4 June 2015.

Regional events to ensure consistency have been requested.
A workgroup at NatSIP North (30 November 2015) will provide this.

-- End of 3D.5 –

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30.4.5 Workstream 3D.6: Habilitation Framework for Support

Overall workstream description:	Building on the survey reports for the revision of the NatSIP Eligibility Criteria for scoring support levels (to be renamed the Eligibility Framework), revise the current criterion 4 (mobility) and produce additional criteria, building on the VI independence outcomes - Independent Travel and Living Skills - o ensure better identification of support needs to promote individual learner progress in habilitation skills.
Links to NatSIP grant programme aims:	Aim 3: Link data more closely with development of good practice tools to improve outcomes, across the SI cohort, with increased understanding of how to achieve better outcomes.
	Aim 4: Improve the ability of SI professionals to use tools and NatSIP materials to increase understanding, capacity and confidence to implement good plans and provision, to secure better outcomes for SI CYP aged 0-25.
	Aim 5: Give greater understanding across the general SEND workforce about the effective support CYP with SI need in order to achieve good outcomes and when and how to seek additional advice from an available high quality specialist workforce.
	Aim 6: Increase understanding of parents, carers and young people about what good provision looks like for them and how they should be involved in decision making.
	Aim 7: Enable local authorities and settings to be able to ensure the right provision is in place to support and improve outcomes for CYP with SI.
Links to NatSIP grant programme objectives:	Objective C.4: Produce and disseminate materials for the wider workforces on good sensory support. Specific projects will include […] habilitation support […]
GFA Key Outcomes:	KO2: Production of guidance materials for each of the key areas identified in plan achieved,
GFA Key Performance Indicators:	KP4: Production of reports and guidance materials proposed to support the activity.
Leads:	Julie Jennings (RNIB)
Status:	GREEN
Status Date:	11 December 2015

Quarter:	Q1 Apr-Jun 2015				
Activity:	• Evaluation reports reviewed, project scoped and core group engaged • Key issues identified from the completed survey reports (of users of the framework) • Core working group identified • Full workplan produced				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
1	Evaluation, core group set up	T	30/6/2015	Yes	🟢
2	Q1 Quarterly Report	M	30/6/2015	Yes	🟢

Quarter:	Q2 Jul-Sep 2015				
Activity:	• Draft criteria produced • Working day held with core group to complete initial drafts based on the recommendations of the survey reports				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
3	Produce draft criteria	T	30/9/2015	24/9/2015	🟢
4	Q2 Quarterly Report	M	30/9/2015	29/9/2015	🟢

Quarter:	Q3 Oct-Dec 2015				
Activity:	• Resources piloted with wider group • Draft criteria circulated to existing contact group and feedback analysed to inform production of final resources				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
5	Pilot with wider group	T	31/12/2015	11/12/2015	🟢
6	Q3 Quarterly Report	M	31/12/2015	11/12/2015	🟢

Quarter:	Q4 Jan-Mar 2016				
Activity:	• Final resources launched at NatSIP working day • Feedback analysed to inform production of final criteria to be added to the revised Framework for Scoring Support Levels, • Resource launched and disseminated				
No	**Product**	**T or M**	**Due Date**	**Delivered**	**Flag**
7	Publish new document at NatSIP Working Day	T	31/3/2016		
8	Q4 Quarterly Report	M	31/3/2016		

Comments/Observations

29 September 2015: The working day took place on 24 September in London with 6 contributors (a mix of QTVIs and hab workers) to draft two documents:

1. a framework for scoring against 7 extended criteria

2. guidance on use

Guide Dogs and HabVIUK are on board and attended. HabVIUK, as the professional association of habilitation workers, has agreed to quality assure the final document and to joint branding with NatSIP. There will be a session at the HabVIUK conference on 7 October to share the draft framework and gain initial comments.

The habilitation framework will stand as a separate document for habilitation workers which will be a supplement in the main Eligibility Framework. The habilitation document will inform what scoring is entered for VI criterion 4 and MSI criteria 4.2 and 4.3 in the main Eligibility Framework. It will not otherwise impact upon the scoring within the Framework which is essentially concerned with the allocation of QTVI support. The guidance will encourage Hab workers to contribute to discussions of support allocation in the other criteria.

Q3: Draft criteria circulated to existing contact group and feedback analysed to inform production of final resources

The final draft document has been sent to the chair of HabVIUK (the professional association of registered qualified habilitation specialists). She will circulate it to members of the association for comments. Responses are due back on 18/01/2016 to allow time for final revisions before launching the publication at the NatSIP working day on 11/02/2016. There will also be the opportunity for a working group session on that day to get across key messages about partnership working on the criteria and take any questions about the document.

-- End of 3D.6 --

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40.1 Workstream U1

Overall workstream description:	This workstream covers the following areas:
	Provision of both regular and *ad-hoc* guidance, direction and support to all workstream leads.
	Grant and other programme management tasks, including status monitoring and reporting.
	Managing the relationship with the DfE, including external reporting and attendance at DfE meetings.
	Monitoring of overall targets not assigned to specific workstreams.
	Acting as an escalation point to/through which a workstream lead can bring issues of concern in the delivery of a workstream.
	…and any other reasonable duties required by the NatSIP Facilitator, Reference Group, DfE or Kent County Council.
Links to NatSIP grant programme aims:	All
Links to NatSIP grant programme objectives:	All
GFA Key Outcomes:	All,
	KO6: Significant increase in the use of NatSIP online gateway, <u>events</u> and workshops […] (Monitoring)
GFA Key Performance Indicators:	All
Leads:	Lindsey Rousseau, NatSIP Facilitator
	Brian Lamb, NatSIP Scrutineer
Status:	GREEN
Status Date:	11 December 2015

This workstream provides project support and management to all other workstreams, and leads the work of the Project Board.

Principal outputs include the minutes and notes of meetings (circulated by the facilitator) and the management of the relationship with the DfE, including the preparation of quarterly reports.

Quarter:	Q1 Apr-Jun 2015				
Activity:	Tasks as needed				
	Reference Group and Project Board Meetings				
No	Product	T or M	Due Date	Delivered	Flag
1	Q1 Quarterly Report for DfE	M	30/6/2015	Yes	🟢

Quarter:	Q2 Jul-Sep 2015				
Activity:	Tasks as needed				
	Reference Group and Project Board Meetings				
No	Product	T or M	Due Date	Delivered	Flag
2	Q2 Quarterly Report for DfE	M	30/9/2015	Yes	🟢

Quarter:	Q3 Oct-Dec 2015				
Activity:	Tasks as needed				
	Reference Group and Project Board Meetings.				
No	Product	T or M	Due Date	Delivered	Flag
3	Q3 Quarterly Report for DfE	M	31/12/2015	Yes	🟢

Quarter:	Q4 Jan-Mar 2016				
Activity:	Tasks as needed				
	Reference Group and Project Board Meetings.				
No	Product	T or M	Due Date	Delivered	Flag
4	Q4 Quarterly Report for DfE	M	31/3/2016		
5	End of Grant reports as required for DfE	M	31/3/2016		

Target 1: Attendance at NatSIP Events

We are continuing to track the number of event attendances.

On the graph below, two targets are shown, based on the previous contract target with growth (CO+G) of 15% per annum. The second target re-baselines this to the last reported figure for the contract period.
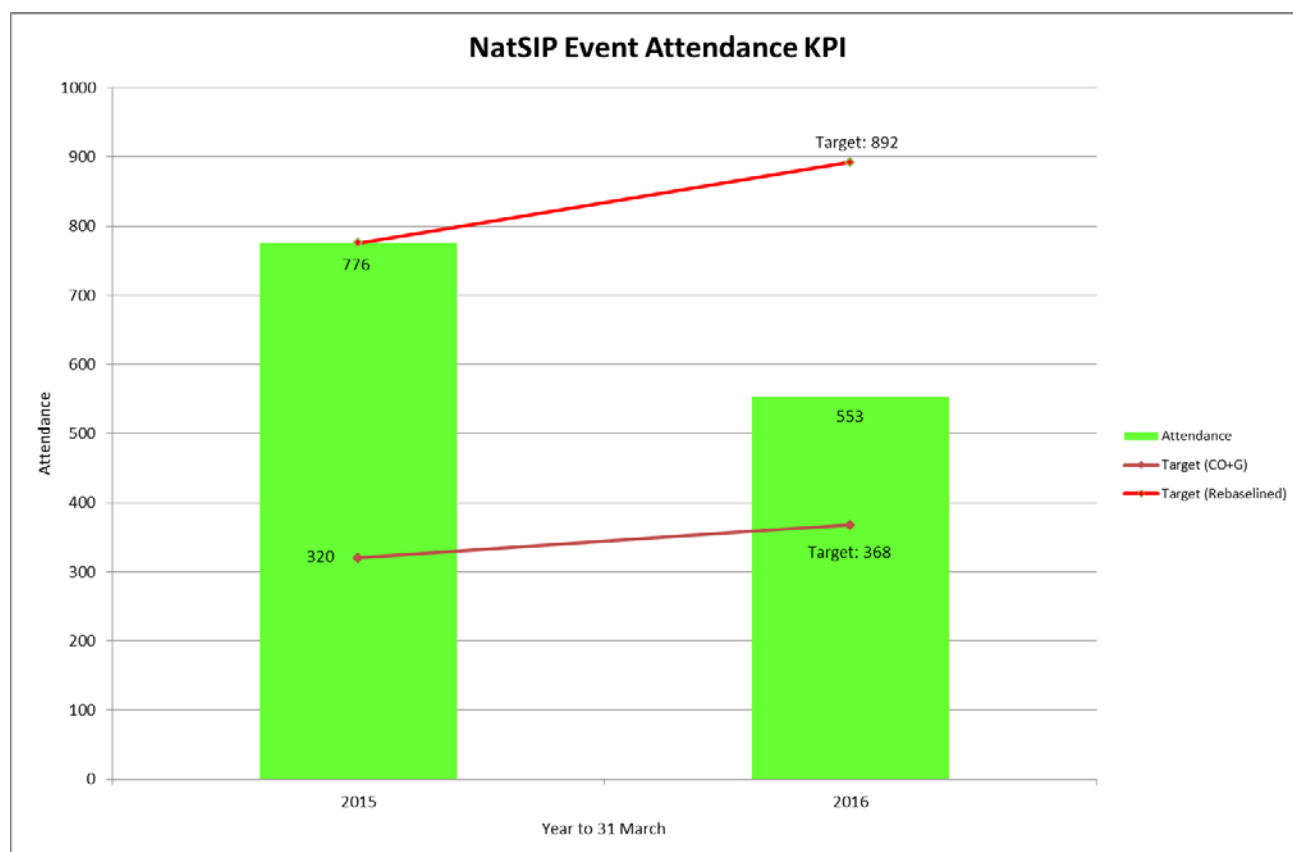
-- End of U1 --

40.2 Workstream U2

Overall workstream description:	**Response to events** This workstream, led by the facilitator and scrutineer, leads the responses to changes in the external environment (for example, policy changes or new support needs becoming apparent in the SI community) …and any other reasonable duties required by the NatSIP Facilitator, Reference Group, DfE or Kent County Council.
Links to NatSIP grant programme aims:	All
Links to NatSIP grant programme objectives:	All
GFA Key Outcomes:	All
GFA Key Performance Indicators:	All
Leads:	Lindsey Rousseau, NatSIP Facilitator Brian Lamb, NatSIP Scrutineer
Status:	GREEN
Status Date:	11 December 2015

The Facilitator and Scrutineer lead this workstream, and may use this workstream as needed to convene *ad-hoc* committees or groups, using individuals within the partnership with appropriate skills, interests or expertise, to consider the impact of any external event(s), (for example, policy changes or new support needs becoming apparent in the SI community).

This workstream may then produce recommendations for consideration by the NatSIP Reference Group, which, if approved, would result in new or changed workstream implementation plans for one or more workstreams to respond to the event(s).

Quarter:	Q1 Apr-Jun 2015				
Activity:	Tasks as needed				
No	Product(s)	T or M	Due Date	Delivered	Flag
1	As needed				

Quarter:	Q2 Jul-Sep 2015				
Activity:	Tasks as needed				
No	Product	T or M	Due Date	Delivered	Flag
2	As needed				

Quarter:	Q3 Oct-Dec 2015				
Activity:	Tasks as needed				
No	Product	T or M	Due Date	Delivered	Flag
3	As needed				

Quarter:	Q4 Jan-Mar 2016				
Activity:	Tasks as needed				
No	Product	T or M	Due Date	Delivered	Flag
4	As needed				

40.3 Workstream U3

Overall workstream description:	This workstream covers a number of areas: • Ongoing support and maintenance of the NatSIP Web Portal (www.natsip.org.uk) and other associated web properties (Piwik, Moodle, Surveys, Helpdesk) • Keynote videos from NatSIP working days • Project support for NatSIP facilitator and workstreams. This includes publications and surveys of use for monitoring and evaluation, events and working days (publicity and evaluation data, IT support when required) • Outcomes benchmarking data collection IT support to Bob Denman … and any other reasonable duties required by the NatSIP Facilitator, Reference Group, DfE or Kent County Council.
Links to NatSIP grant programme aims:	Aim 1: Continue SI data collection and improving coordination and usefulness of the data. Aim 2: Increase the number of authorities participating in data collection, ensuring we understand better the links between interventions and outcomes. Aim 3: Link data more closely with development of good practice tools to improve outcomes, across the SI cohort, with increased understanding of how to achieve better outcomes. Aim 4: Improve the ability of SI professionals to use tools and NatSIP materials to increase understanding, capacity and confidence to implement good plans and provision, to secure better outcomes for SI CYP aged 0-25.
Links to NatSIP grant programme objectives:	Objective A.1: Develop the current NatSIP outcomes benchmarking data collection (attainment and achievement) to provide evidence of impact and improve outcomes. Objective A.2: Ensure this data informs the other work programmes in the bid supporting development of an overall quality framework. This will deliver more effective provision of SI services supporting the wider workforce. Objective C.2: Deliver training and disseminate professional guidance for Communication Support Workers (CSWs). (Moodle platform supports training courses) Objective C.4: Produce and disseminate materials for the wider workforces on good sensory support. (The Web Portal is the main dissemination platform)
GFA Key Outcomes:	KO6: Significant increase in the use of NatSIP online Gateway, […] (Monitor and report)
GFA Key Performance Indicators:	KP2: Increase in the number of downloads of materials from the website (Monitor and report) KP3: Number of professionals accessing working days, workshops events and participating in online forums (Monitor and report)
Leads:	Steve Johnson (NatSIP Associate)
Status:	GREEN
Status Date:	11 December 2015

This workstream has a smaller task granularity than others. In consequence, the IT associate and the NatSIP facilitator are in contact multiple times weekly to agree tasking and work to be undertaken. In addition, the Associate undertakes the ongoing task of development and maintenance of the Web Portal, including content maintenance, the maintenance and updating of the CMS software and modules which run the platform, and the management of the hosting contract and hosting companies.

As well as frequent contact with the facilitator, the IT associate reports on activity on a monthly basis, and also produces quarterly reports as per other workstreams.

Quarter:	Q1 Apr-Jun 2015				
Activity:	• Tasks as agreed • CMS platform maintenance • Taxonomy changes • Video keynotes				
No	Product	T or M	Due Date	Delivered	Flag
1	Q1 Quarterly Report	M	30/6/2015	Yes	●

Quarter:	Q2 Jul-Sep 2015				
Activity:	• Tasks as agreed • CMS platform maintenance • Introduction/upgrade to CMS J3.xx release (major upgrade)				
No	Product	T or M	Due Date	Delivered	Flag
2	Q2 Quarterly Report	M	30/9/2015	29/9/2015	●

Quarter:	Q3 Oct-Dec 2015				
Activity:	• Tasks as agreed • CMS platform maintenance				
No	Product	T or M	Due Date	Delivered	Flag
3	Q3 Quarterly Report	M	31/12/2015	31/12/2015	●

| Quarter:	Q4 Jan-Mar 2016				
Activity:	• Tasks as agreed • CMS platform maintenance				
No	Product	T or M	Due Date	Delivered	Flag
4	Q4 Quarterly Report	M	31/3/2016		

Target 1: Monitor and report no of active users of the NatSIP Web Portal

Two targets are shown on the following chart.
'Co+G' extends the target from the previous contract and assumes growth at the same rate.
'Rebaselined' assumes the same growth figure, but rebaselines it to the figure from March 2015.
Actual performance is expected to be between these two.
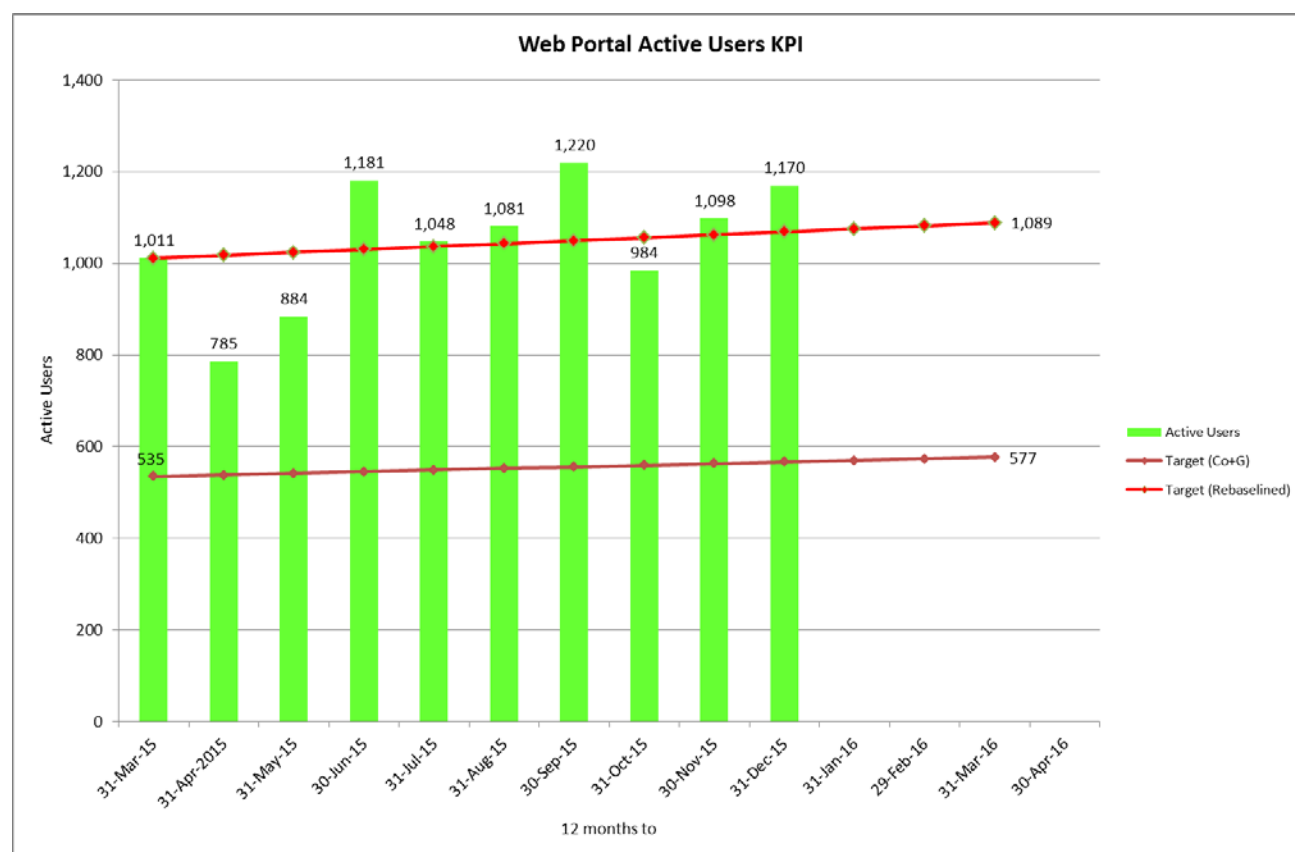
Target 2: Monitor and report number of resource downloads from the NatSIP Web Portal

Two targets are shown on the following chart.
'Co+G' extends the target from the previous contract and assumes growth at the same rate.
'Rebaselined' assumes the same growth figure, but rebaselines it to the figure from March 2015.

Actual performance is expected to be between these two.
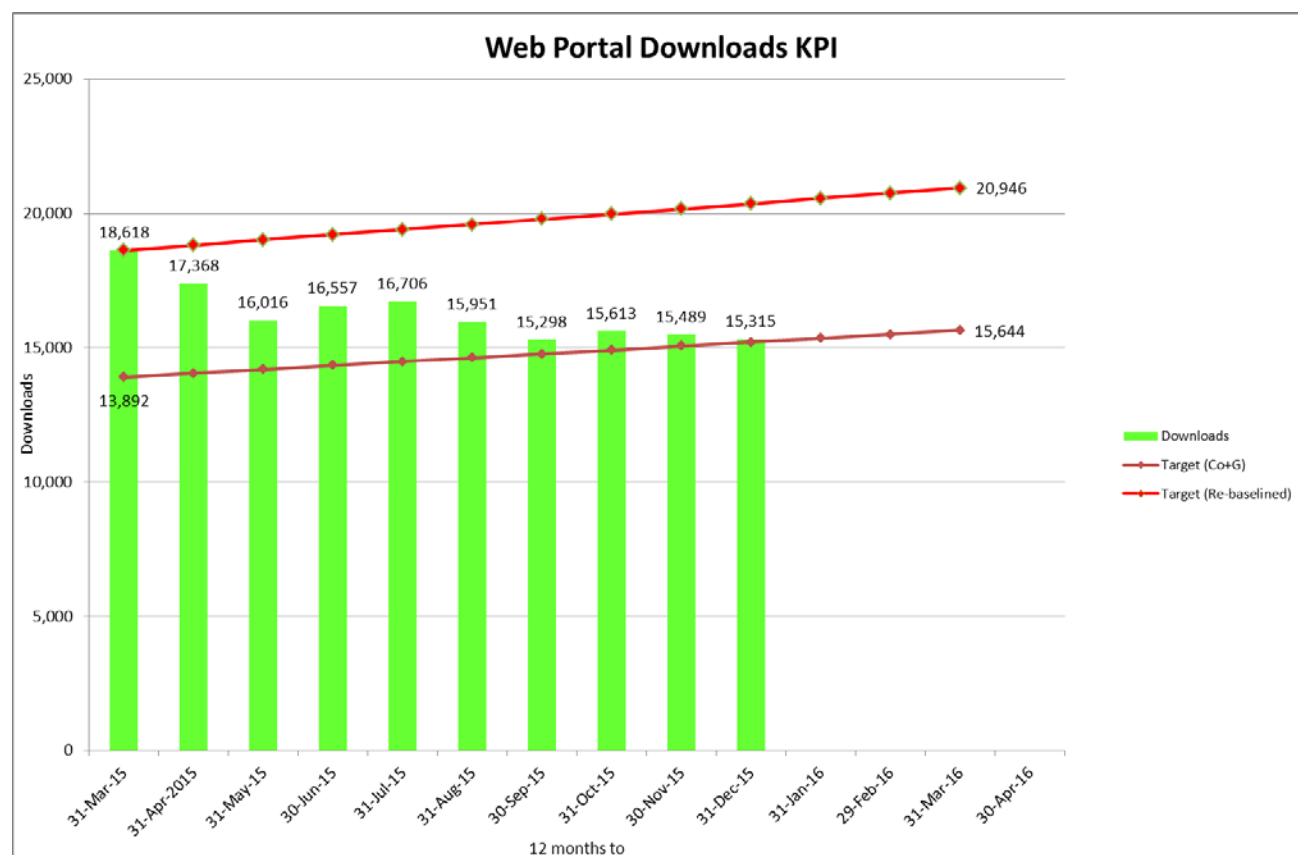
-- End of U3 --

Appendix 1 – Key outcomes of the grant, taken from the GFA

GFA §4, p13ff. See §6 of this document, above.

KO No	Description of outcome	Proposed measure
KO1	Outcomes benchmarking data informs approach of specialist support service in delivering better outcomes for children and YP with sensory disability UCL pilot completed and evaluated. VI outcomes incorporated in data collection	Feedback from increased number of sensory support services. Report produced. Successful completion of pilot with clear lessons for next stages developed. UCL research ongoing if pilot successful
KO2	Production of guidance materials for each of the key areas identified in plan achieved enabling schools and other settings to produce a better offer for children and young people with sensory disability and in the longer term improve outcomes.	Feedback from those using the materials of how they have used the materials. Rating on usefulness of the materials and case studies on changes to effective practice especially in respect of ensuring a greater focus on outcomes and engagement of parents and young people.
KO3	Additional CSWs have received training to ensure that children and young people with sensory impairment are properly supported.	That the programme has trained 40 new CSWs in regional centres through the extended government pilot. In addition, 30 more CSWs are offered BSL training level 3.
KO4	Parents and young people have significantly better understanding of how the reforms affect them and are able to constructively participate in EHC planning, engagement with schools and the local offer.	Number of parents and young people reached and evaluation of the quality of support across HI, VI and MSI.
KO5	Better written EHC plans with clearer outcomes that relate to what is really going to secure improved outcomes for children and young people.	Sampling of EHC plans to ensure that the reflect best understanding of what works in sensory. Increased confidence of professionals completing the plans.
KO6	Significant increase in the use of NatSIP online Gateway, events and workshops has ensured sensory support materials and good practice has been further developed so as to ensure the continued existence of a community of practice around sensory disability.	Evaluated growth in the number of downloads of key materials, use of the online portal, engagement in NatSIP events and working days.

Appendix 2 – Key performance indicators for the grant, taken from the GFA

(GFA §4, p14) See §7 of this document, above.

Key Performance Indicators

KP No	Description of Measure	Measurement Process	Data Sources
KP1	Production of the Benchmarking Outcome Report	Number of LAs taking part. Successful production of quality report. Use of report by other workstreams and the sector.	Monitoring of number of responses from LAs. Production of report by NatSIP. Report back from Workstream leads on usage. Monitored by scrutineer and reference group.
KP2	Increase in the number of downloads of materials from the website	Monitored by capture of all users registered on the site and users surveyed	Google Analytics, other measurement tools. Monitored by scrutineer and reference group validated.
KP3	Number of professionals accessing working days, workshops events and participating in online forums	Monitoring of participation rates and satisfaction at all events and forums.	Attendance rates, evaluation of events by professionals and participants Scrutineer and reference group validated.
KP4	Production of reports and guidance materials proposed to support the activity	Publication of report, guidance or materials to a satisfactory standard, peer reviewed and tested before publication through normal NatSIP process.	Scrutineer and reference group monitoring and approval process.
KP5	Production of Workstream implementation plans (WIPs) to inform overall NatSIP KPIs across VCS grant programme	Publication of individual WIPS by each Workstream lead with responsibility taken by identified lead, contributing to overall published and accountable NatSIP KPI document. Progress RAG rated at project board meetings.	Documents approved by reference group and progress against targets monitored by project board and reported to Reference Group and scrutineer

-- End of Document –