

Abbey Primary School
Team Meeting Agenda
Date: 12/05/21

Members in attendance:

Sinead John – Headteacher (HT)

Abi Jones – Nursery teacher and Head of Foundation Phase (HFP), Safeguarding Officer

Sacha Jarvis – Reception Teacher and ALNco

Caitlyn Carpenter – Year 3 Teacher and Right's Respecting Co-ordinator (RRC)

Nicole Bennett – Year 1 Teacher and First Aider (FA)

Agenda for Team Meeting 12/05/2021

- Welcome and Apologies.
- Minutes
- Action Points:
 1. INSET training dates.
 2. New Curriculum – Well-being - Sinead John (HT)
 3. Safeguarding – Review of training - Abi Jones (HFP)
 4. ALN – Feedback on PECS course and implementation – Sacha Jarvis (ALNco)
 5. Accident – Head Injury Policy and Health and Safety Review - Nicole Bennett (FA)
 6. Moving forward as a Right's Respecting School - Caitlyn Carpenter (RRC)
- Any other business
- Summary of Action Points
- Date of next meeting: 12/06/2021

Reference List

Abbey Primary School (2020 a) *Inclusion Policy*. Available at: http://d6vsczyu1rky0.cloudfront.net/35009_b/wp-content/uploads/2020/12/Policy-for-Inclusion-Dec-2020.pdf (Accessed: 26th April 2021).

Abbey Primary School (2020) *Policy for ALN*. Internal policy by Abbey Primary School, Unpublished.

Abbey Primary School (2021) *Policy for Behaviour and Discipline*. Internal policy by Abbey Primary School, Unpublished.

Battaglia, D. and McDonald, M. E. (2015) *Effects of the Picture Exchange Communication System (PECS) on Maladaptive Behavior in Children with Autism Spectrum Disorders (ASD): A Review of the Literature*. Available at: <https://files.eric.ed.gov/fulltext/EJ1134153.pdf> (Accessed: 24th April 2021).

Bradshaw, J. (2013) *Communication and Challenging Behaviour*. Available at: <https://www.challengingbehaviour.org.uk/learning-disability-files/04---Communication-Information-sheet-web.pdf#:~:text=difficulties%20in%20communicating%2C%20and%20those%20people%20who%20have,frustration%20is%20likely%20and%20challenging%20behaviour%20may%20follow>. (Accessed: 22nd April 2021).

British Educational Research Association (2020) *Covid-19 education and educational research*. Available at: <https://www.bera.ac.uk/blog-series/covid-19-education-and-educational-research> (Accessed: 10th May 2021).

Central Primary School (2020) *Safeguarding Policy*. Available at: http://d6vsczyu1rky0.cloudfront.net/36226_b/wp-content/uploads/2020/01/2019-Safeguarding-Policy-.pdf (Accessed: 3rd May 2021)

Children in Scotland (2019) *Improving children and young people's understanding of their wellbeing*. Available at: <https://www.earlyhelppartnership.org.uk/tools-resources-charities-information-local-services-projects/Information-docs/improving-childrens-understanding-of-their-wellbeing.pdf> (Accessed: 24th April 2021).

Children's Commissioner For Wales (2021) *A Children's Rights Approach to Education in Wales*. Available at: https://www.childcomwales.org.uk/resources/childrens-rights-approach_trashed/childrens-rights-approach-education-wales/ (Accessed: 11th May 2021).

Contact Family (2018) *Developmental Delay*. Available at: https://contact.org.uk/wp-content/uploads/2021/03/developmental_delay.pdf (Accessed: 23rd April 2021).

Corkum, P. et al. (2014) 'Professional Development Needs for Educators Working with Children with Autism Spectrum Disorders in Inclusive School Environments', *Exceptionality Education International*, 24(1), pp. 33-47. Available at: <https://ojs.lib.uwo.ca/index.php/eei/article/view/7709/6325> (Accessed: 6th May 2021).

Council for Disabled Children (2016) *Communicating with children and young people with speech, language and communication needs and/or developmental delay*. Available at: <https://www.redbridgescp.org.uk/wp-content/uploads/2016/05/RiP-Frontline-Briefing-Communicating-with-children-and-yp-with-speech-language-and-communication-needs-and-or-developmental-delay-2016.pdf> (Accessed: 23rd April 2021).

Darling-Hammond et al, L. (2017) *Effective Teacher Professional Development*. Available at: <https://files.eric.ed.gov/fulltext/ED606743.pdf> (Accessed: 3rd May 2021).

Department for Education (2012) *The Impact of Pupil Behaviour and Wellbeing on Educational Outcomes*. Available at: [The Relationship between Children's Wellbeing and their Educational Outcomes \(publishing.service.gov.uk\)](https://www.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/264212/primary-childrens-wellbeing-2012.pdf) (Accessed on: 5th May 2021).

Department for Education (2014) *Health and safety: Advice on legal duties and powers. For local authorities, school, school staff and governing bodies*. Available at: https://www.lbhf.gov.uk/sites/default/files/section_attachments/dfe_health_and_safety_advice_06_02_14.pdf (Accessed: 1st May 2021).

Department for Education (2021) *Keeping children safe in education (2020) Statutory guidance for schools and colleges*. Available at: [Keeping children safe in education 2020 - Update - January 2021.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/90212/keeping-children-safe-in-education-2020-update-january-2021.pdf) (Accessed on: 5th May 2021).

Department for Education and Employment (no date) *Guidance on First Aid for Schools*. Available at: [guidance on first aid for schools.pdf \(publishing.service.gov.uk\)](https://www.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/90212/guidance-on-first-aid-for-schools.pdf) (Accessed on: 7th May 2021).

Education Act (2002), C.32 Section 175. Available at: <https://www.legislation.gov.uk/ukpga/2002/32/section/175> (Accessed: 3rd May 2021)

Epsom College (2018) *Head Injury Policy*. Available at: <https://www.epsomcollege.org.uk/wp-content/uploads/2018/08/Head-injury-policy.pdf> (Accessed: 3rd May 2021).

Equality Act 2010, c.15. Available at: <https://www.legislation.gov.uk/ukpga/2010/15/section/20>. (Accessed: 22nd April 2021).

Estyn (2017 a) *Common Inspection Framework*. Available at: [C:\Users\Admin\Downloads\Estyn Common Inspection Framwork 2018 \(2\).pdf](C:\Users\Admin\Downloads\Estyn Common Inspection Framwork 2018 (2).pdf) (Accessed: 3rd May 2021).

Estyn (2017) *Supplementary guidance: inspecting safeguarding in schools and PRUs*. Available at: <https://www.estyn.gov.wales/system/files/2020-07/Supplementary%2520guidance%2520-%2520Safeguarding%2520in%2520schools%2520and%2520PRUs-%2520Autumn%25202017.pdf> (Accessed: 8th May 2021)

Frost, L. and Bondy, A. (2002) *The Picture Exchange Communication System Training Manual*. 2nd Ed. United States: Pyramid Educational Consultants.

Gov.UK (2018) *Health and Safety: Responsibilities and duties for schools*. Available at: <https://www.gov.uk/government/publications/health-and-safety-advice-for-schools/responsibilities-and-duties-for-schools> (Accessed: 7th May 2021).

Gov.UK (No date) *Disability rights*. Available at: <https://www.gov.uk/rights-disabled-person/education-rights> (Accessed: 22nd April 2021).

Halliday, P. et al. (2012) 'Autism Treatment Reviews for Physicians: The Take-home Messages', *Science in Autism Treatment*, 9(2), pp. 1-25. Available at: <https://asatonline.org/wp-content/uploads/NewsletterIssues/spring2012-2.pdf> (Accessed: 24th April 2021).

Hammarberg, T. (1998) *A School for Children with Rights: The significance of the United Nations Convention on the Rights of the Child for modern education policy*. International Child Development Centre: Florence. Available at: <https://www.unicef-irc.org/publications/19-a-school-for-children-with-rights-the-significance-of-the-united-nations-convention.html> (Accessed: 11th May 2021).

Health and Safety Executive (2013a) *Incident reporting in schools (accidents, diseases and dangerous occurrences)*. Available at: <https://www.hse.gov.uk/pubns/edis1-pdf> (Accessed: 26th April 2021).

Health and Safety Executive (2013b) *First Aid regulatory change takes effect*. Available at: <https://www.hse.gov.uk/firstaid/changes-first-aid-regulations.htm> (Accessed: 6th May 2021).

Health and Safety Executive (HSE) (2021) *Legislation*. Available at: <https://www.hse.gov.uk/firstaid/legislation.htm> (Accessed: 27th April 2021).

Holland, S. (2017) *The Right Way A Children's Rights Approach For Education in Wales*. Available at: <https://www.childcomwales.org.uk/wp-content/uploads/2017/05/The-Right-Way-Education.pdf> (Accessed: 11th May 2021).

Hotchkiss, L. (2020) *5 Reasons why PECS should be your AAC of choice*. Available at: <https://pecs-unitedkingdom.com/blog/5-reasons-why-pecs-should-be-your-aac-of-choice/#:~:text=Here%20are%20five%20reasons%20why%20PECS%20should%20be,peer-reviewed%20research%20papers%20providing%20evidence%20for%20the%20> (Accessed: 25th April 2021).

Impact School Improvement (2021) *Impact School Improvement*. Available at: [Home | Impact School Improvement](#) (Accessed on: 6th May 2021).

Integrated Treatment Services (2021) *Picture Exchange Communication System (PECS)*. Available at: <https://www.integratedtreatmentservices.co.uk/our-approaches/speech-therapy-approaches/picture-exchange-communication-system-pecs/> (Accessed: 24th April 2021).

Jerlinder, K. et al. (2010) 'Swedish primary school teachers' attitudes to inclusion - The case of PE and pupils with physical disabilities', *European Journal of Special Needs Education*, 25, pp. 45-57. DOI:10.1080/08856250903450830 (Accessed: 6th May 2021).

Legislation.gov.uk (2011) *The Management of Health and Safety at Work Regulations* 1999. Available at: <https://legislation.gov.uk/uksi/1999/3242/regulation/5/made> (Accessed: 8th May 2021).

Legislation.gov.uk (2013) *The Health and Safety (First Aid) Regulations* 1981. Available at: <https://www.legislation.gov.uk/uksi/1981/917/made> (Accessed: 1st May 2021).

Lerna, A. et al. (2012) 'Social-communicative effects of the Picture Exchange Communication System (PECS) in Autism Spectrum Disorders', *International Journal of Language and Communication Disorders*, 47(5), pp. 609-617. DOI: 10.1111/j.1460-6984.2012.00172.x (Accessed: 25th April 2021).

Lickey Hills Primary School (2016) *Head Injury Procedure*. Available at: <https://www.lickeyhills.worcs.sch.uk/wp-content/uploads/2016/11/Head-Bump-Procedure.pdf> (Accessed: 3rd May 2021).

National Autism Resources (2021) *The Picture Communication System (PECS)*. Available at: <https://nationalautismresources.com/the-picture-exchange-communication-system-pecs/> (Accessed: 24th April 2021).

National Education Union (2019) *Accidents, injuries, diseases and dangerous occurrences at school*. Available at: <https://neu.org.uk/advice/accidents-and-injuries-school> (Accessed: 29th April 2021).

National Institute for Health and Care Excellence (2015) *Challenging behaviour and learning disabilities: prevention and interventions for people with learning disabilities whose behaviour challenges*. Available at: <https://www.nice.org.uk/guidance/ng11/resources/challenging-behaviour-and-learning-disabilities-prevention-and-interventions-for-people-with-learning-disabilities-whose-behaviour-challenges-1837266392005> (Accessed: 23rd April 2021).

National Institute for Health and Care Excellence (NICE) (2019) *Head Injury: Assessment and Early Management*. Available at: <https://www.nice.org.uk/guidance/cg176> (Accessed: 4th May 2021).

NHS (2021) *Severe Head Injury*. Available at: <https://www.nhs.uk/conditions/severe-head-injury/> (Accessed: 3rd May 2021).

NSPCC (2021) *Safeguarding children and child protection*. Available at: <https://learning.nspcc.org.uk/safeguarding-child-protection> (Accessed: 8th May 2021).

NPT (2020) *Safeguarding children in Neath Port Talbot Schools*. Available at: http://d6vsczyu1rky0.cloudfront.net/30750_b/wp-content/uploads/2020/09/NPT-Safeguarding-and-Child-Protection-model-policy-August-2020.pdf (Accessed: 8th May 2021).

NSPCC (2020) *Nominated child protection lead or designated safeguarding officer*. Available at: <https://learning.nspcc.org.uk/research-resources/templates/nominated-child-protection-lead-role> (Accessed: 3rd May 2021)

Ofsted (2020) *Covid-19 Series: Briefing on Early Years, October 2020*. Available at: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/933836/COVID-19_series_briefing_on_early_years_October_2020.pdf (Accessed: 24th April 2021).

Patze, R. (2021) *Sustainable solutions for improved teacher wellbeing*. Available at: [Sustainable solutions for improved teacher wellbeing \(2021\) \(irisconnect.com\)](https://irisconnect.com)

Pyramid Educational Consultants (No date) *Evidence Based Practices*. Available at: <https://pecs-unitedkingdom.com/evidence-based-practices/> (Accessed: 25th April 2021).

Reddam House (2016) *Whole school including EYFS Head Injury Policy*. Available at: <https://reddamhouse.org.uk/about-us/policies> (Accessed: 1st May 2021).

Rights of Children and Young Persons (Wales) Measure. 2011 Chapter 8. Available at: <https://www.legislation.gov.uk/mwa/2011/2/contents> (Accessed: 11th May 2021).

Rowlands, M. (2016) 'Pupil voice benefits pupils and helps schools to improve', *Estyn*, 7th December. Available at: <https://www.estyn.gov.wales/news/pupil-voice-benefits-pupils-and-helps-schools-improve> (Accessed: 11th May 2021).

Social Care Wales (2021) *Safeguarding Awareness Training Pack*. Available at: [Safeguarding Awareness Training Pack | Social Care Wales](#) (Accessed on: 8th May 2021).

Social Services and Well-being (Wales) Act 2014. Available at: [Social Services and Well-being \(Wales\) Act 2014 \(legislation.gov.uk\)](#) (Accessed on: 3rd May 2021).

Social Services and Well-being (Wales) Act. 2014 Chapter 7. Available at: <https://www.legislation.gov.uk/anaw/2014/4/contents> (Accessed: 11th May 2021).

UNICEF (1989) *The Summary of the UN Convention on the Rights of the Child*. Available at: https://downloads.unicef.org.uk/wp-content/uploads/2019/10/UNCRC_summary-1_1.pdf?ada1_sd=www.unicef.org.uk (Accessed: 26th April 2021).

UNICEF (No date b) *Advice From An Rrsa Coordinator At George Heriots Junior School*. Available at: <https://www.unicef.org.uk/rights-respecting-schools/advice-from-an-rrsa-coordinator-at-george-heriots-junior-school/> (Accessed: 11th May 2021).

UNICEF (No date a) *Getting Started Take The First Step to Becoming Rights Respecting*. Available at: <https://www.unicef.org.uk/rights-respecting-schools/getting-started/> (Accessed: 11th May 2021).

Well-being of Future Generations (Wales) Act 2015. Available at: <https://www.legislation.gov.uk/anaw/2015/2/contents/enacted> (Accessed: 11th May 2021).

Welsh Assembly Government (2010) *Thinking positively Emotional health and well-being in schools and Early Years settings*. Available at: <https://gov.wales/sites/default/files/publications/2018-03/thinking-positively-emotional-health-and-well-being-in-schools-and-early-years-settings.pdf> (Accessed: 11th May 2021).

Welsh Government (2018 a) *Planning to increase access to schools for disabled pupils*. Available at: <https://gov.wales/sites/default/files/publications/2018-04/planning-to-increase-access-to-schools-for-disabled-pupils.pdf> (Accessed: 22nd April 2021).

Welsh Government (2018) *Additional Learning Needs and Education Tribunal (Wales) Act (2018)*. Available at: <https://www.legislation.gov.uk/anaw/2018/2/notes/division/3> (Accessed: 3rd May 2021).

Welsh Government (2018b) *Health, Safety and Welfare*. Available at: <https://gov.wales/sites/default/files/publications/2018-03/25-health-safety-and-welfare.pdf> (Accessed: 5th May 2021).

Welsh Government (2019) *Statistical First Release*. Available at: <https://gov.wales/sites/default/files/statistics-and-research/2019-07/school-census-results-2019-764.pdf> (Accessed: 22nd April 2021).

Welsh Government (2020) *Curriculum for Wales*. Available at: [Curriculum for Wales - Hwb \(gov.wales\)](https://gov.wales/sites/default/files/publications/2020-01/curriculum-for-wales-hwb.pdf) (Accessed on: 10th May 2021).

Welsh Government (2020) *Wales Safeguarding Procedures*. Available at: https://www.safeguarding.wales/about_web.html (Accessed: 19th April 2021).

Welsh Government (2021 a) *Role of the Additional Learning Needs Co-ordinator*. Available at: [https://gov.wales/sites/default/files/publications/2021-01/role-of-](https://gov.wales/sites/default/files/publications/2021-01/role-of-additional-learning-needs-co-ordinator.pdf)

[early-years-additional-learning-needs-co-ordinator.pdf](#) (Accessed: 22nd April 2021).

Welsh Government (2021) Safeguarding guidance. Available at: [Safeguarding guidance | GOV.WALES](#) (Accessed on: 9th May 2021).

Welsh Government (No date) *The Additional Learning Needs Code for Wales 2021*. Available at: <https://gov.wales/sites/default/files/publications/2021-03/the-additional-learning-needs-code-for-wales-2021.pdf> (Accessed: 3rd May 2021).