



Steering Group Meeting

13th July 2023

At The Bungalow, Shepway Centre,
Oxford Road, Maidstone, ME15 8AW

MINUTES

Attendees:

Nicola Bowden, Commissioner for Social Care
Claire Charlton, Parent Advisory Group
Daniel Heard-White, IASK (Minutes)
Sharon King, Parent representative

Kayleigh Leonard, Participation Support Assistant VSK
representing views of young people
Kerry Miles, IASK Service Co-ordinator
Siobhan Price, Kent County Council Mainstream Inclusion
Rachel Velvick, Parent representative

Apologies

Dana Aris-Carter, Parent representative
Becky Clark, Parent / 21 Together
Sue Gibbons, NHS Kent and Medway
Jan Gray, Parent representative
Emma Hanson, Commissioning Manager

Fiona Pender, Space2BeMe
Karen Ponte, Parent representative
Sarah Selby-Bird, SNAAP
Janis Smith, Parent representative

Item		Action
1.	Welcome, introductions, apologies: <ul style="list-style-type: none"> Kayleigh and Rachel were welcomed to the steering group. There were not enough parents present for the meeting to be quorate 	
2.	Minutes of previous meeting (11th May 2023) and matters arising: <ul style="list-style-type: none"> IASK have been moved to a new office area at the back of the Shepway Centre, the front section of the building is now part of Five Acre Wood school. There are accessibility concerns that the new rooms can only be accessed by steps, there is no ramp. The service has not yet received health funding for the year. Siobhan and Claire will contact Jane O'Rourke to chase this. Kayleigh explained her role. The key themes of tribunals were discussed, one of the major themes is parents appealing a placement as they would like their child to attend a special school. 	SP/CC
3.	Re-election of Chair - thank you card for previous chair: <ul style="list-style-type: none"> This was postponed as the meeting was not quorate 	
4.	Update about IASK with statistics for the past quarter: <ul style="list-style-type: none"> The statistics for the last quarter were shared. 	
5.	Review of Terms of Reference: <ul style="list-style-type: none"> As the meeting was not quorate, Kerry will instead email the Terms of Reference to the steering group members to everybody for them to review and provide feedback. 	KM
6.	Any other business: <ul style="list-style-type: none"> Discussed a comment on Leigh Academy website about IASK. 	KM
Date of next meeting Thursday 1st February 2024		