

Implementation Plan June 2009 – November 2011

February 2010

Key Principle 1 - Comprehensive Multi Agency Engagement

Objective	Actions and persons/agencies responsible	Key dates & targets	Progress update	Cross cutting strategies
1.1 To develop a strategic multi agency protocol	1.1.1 Young people and their families are involved in the development and review of the protocol – Transition Lead	April 2010	Parent/Carer Council meet with TL bi monthly TL. Parent reps on the Board Young people's questionnaire – completed Parents questionnaire	Participation strategy, Disabled Children and Young People Aftercare strategy, Universal Individual learner strategy, PI strategy, Framework for transition from Child to Adult Mental Health Services in the AWP NHS trust area, Adults with Learning disabilities – Commissioning Plan
	1.1.2 Final version of Protocol is agreed by the Transition Partnership Board – TL	June 2009	completed	
	1.1.3 Senior managers and council officials sign up to the protocol, and ensure that the resources identified are provided. TL to co-ordinate	July 2009	Protocol signed off by Assistant Directors and NHS Wiltshire Chief Executive	
	1.1.4 A launch event is held for families and professionals	25 th March 2010	Organisation in hand	
	1.1.5 The Protocol is made widely available through the Intranet,	October 2009	Protocol is now available as a	

	<p>Parents website, Wiltshire Council website and Pathways</p> <p>1.1.6 To develop and agree a multi agency programme of training to underpin this protocol – steering group led TL</p>	<p>Strategy developed by Dec 2009</p>	<p>hardcopy and through these sources</p> <p>Meeting with training managers held November 2009, agreed to incorporate into wider training strategy centring on the disabled child/young person</p>	<p>Children and Families training strategy</p>
	<p>1.1.7 Develop a framework to measure the outcomes of the Protocol to demonstrate the improvement of young people with additional needs experiences of transition to adult life</p> <p>1.1.8 Carry out regular monitoring of the implementation of this protocol Board to consider operational group to oversee monitoring</p>	<p>October 2010</p> <p>Ongoing</p>	<p>Completion of NTSP SAQ in December 2009 – benchmarked against national standards</p>	
<p>1.2 Develop a transition pathway</p>	<p>1.2.1 Develop and regularly review Transition Pathway – Transition Lead/Board</p>		<p>Original completed – but subject to review dependent upon delivery model</p>	

1.3 Develop an operational model of service delivery for transitions to adult services	1.3.1 Establish Interim Transition Panels to monitor and oversee the transition of young people. Steering group	Jan 2010	Now in place	
	1.3.2 Consult upon, agree and implement long term model of delivery to oversee the transition of young people to adult services Transition Partnership Board	April 26 th 2010	Scoping meeting with Charteris to start process	
	1.3.3 Create and maintain a spreadsheet that monitors young people through the transition process – Transition Panel Coordinator	July 2011	completed	
	1.3.4 Develop and implement information sharing protocols as required - Legal	December 2009	completed	
		December 2009		
1.4 To develop the role of Lead Professionals/Key Workers in transition	1.4.1 Lead Professional role is integrated into the transition planning process – guidelines developed CAF Lead	December 2009	Protocol defines Lead/worker/key worker under current method of delivery and	

	1.4.2 CAF is integrated into the transition process – guidelines developed CAF Lead	December 2009	Integrated into transition panel guidelines	
1.5 Strategic planning & commissioning of adult services is informed by an analysis of transition needs, of young people from the age of 14.	1.5.1 Adult commissioners have access to transitions spreadsheet and person centred plans Transition Panel Coordinator	December 2010	In place	
	1.5.2 Analysis of information to identify gaps in provision TL	December 2010	To take place once all 9 panels have met this year	

Key Principle 2 – The Full Participation of Young People and their Families/Carers

Objective	Actions and persons/agencies responsible?	Key dates & targets	Progress update	Cross Cutting Strategies
2.1 Young people are involved in all aspects of the transition process	2.1.1 Establish regular participation/consultation groups with young people in transition. Explore how this will be facilitated and lined to existing forums and wider AHDC participation work	December 2010	Current review of how disabled young people are involved/consulted	Participation strategy Voice and Influence
	2.1.2 Increase number of young people attending their reviews TL and SEN -	July 2010	Look at 2010 figures – any change as a result of person centred reviews with 2009 figures.	

2.2 Parents are involved in all aspects of the transition process	2.2.1 Develop practice for supporting parents at reviews – PCR steering group and WPCC	July 2010	St Nicholas parents event - Sept 2009	
	2.2.2 Parent representatives on the board		3 parents sit on the Board	
	2.2.3 The Wiltshire Parent and Carers Council and ASK will play a key role in involving parents/carers at all levels of the transition process.	Ongoing	Parents questionnaire Transition event website	
2.3 Young people have access to an advocacy worker to support them in their reviews and through the transition process	2.3.1 Clear procedures in place for young people to access this service.		In place	
	2.3.2 An advocacy worker is recruited to work specifically with disabled young people		In place but temporary funding	

Key Principle 3 – The Provision of High Quality Information

Objective	Actions and persons/agencies responsible?	Key dates & targets	Progress update	Cross Cutting Strategies
3.1 Provide families and young people with up to date and timely information in a variety of formats	3.1.1 Commission an integrated information pack and distribute to year 9 pupils and parents/carers TL/Connexions Information Officer	Easter 2010	With design and print	Universal Individual Learner Support IAG strategy
	3.1.2 Transition information will be available on a website –	Dec 2010	Protocol and newsletter on website TL has consulted with	

	3.1.3 Local colleges to hold information events for parents	From Sept 2009	Sparksite, WPCG	
	3.1.4 A DVD for pupils covering key options will be produced	September 2011	Discussed at College sub-group	
	3.1.5 An annual Transition Event to be held in conjunction with WPCC /TL	25 th May 2010	Corn Exchange – Devizes, workshops booked	
	3.1.6 Quarterly newsletter for parents and professionals	Feb 2010	First edition published	

Key Principle 4 – Effective Transition Planning

Objective	Actions and persons/agencies responsible?	Key dates & targets	Progress update	Cross Cutting Strategies
4.1. Person-centred approaches are promoted as a way in which all professionals should work and a common approach is identified.	4.1.1 Draw up and agree an action plan to implement person centred transition planning TL/Head of Central SEN Services	September 2009	Agreed	Person centred planning in adult services
	4.1.2 Establish quality standards and monitor to incorporate Code of Practice – TL/Central SEN Services	May 2010	Protocol	
	4.1.3 All professionals involved in transition planning are trained in person centred approaches	Training – June 2009, September 2009, May 2010, June 2010	Completed TL trained to deliver training in house	

	<p>4.1.4 Develop a format for recording person centred reviews which details a young person aspirations and how they can be met whilst still meeting statutory requirement TL/ Central SEN</p> <p>4.1.5 Evaluate pilot areas experience of person centred reviews</p>	<p>December 2010</p> <p>By June 2010</p>	<p>St Nicholas paperwork agreed – to be rolled out now to other special schools</p>	
4.2 Prioritise young people educated out of Wiltshire for active support with their transition planning	<p>4.2.1 Ensure key agencies attend these reviews as required – Mangers</p> <p>4.2.2 Liaise with out of county providers to encourage them to implement person centred planning – Central SEN</p>	<p>Monitor from June 2010</p> <p>2010</p>		
4.3 The assessment and review process is a multi-agency, holistic process, addressing all of a young person's needs	<p>4.3.1 Investigate the possibility of a unified assessment NTSP consultant to advise</p> <p>4.3.2 Clear guidelines are available on the completion of Section 13a assessments Connexions – LD team leaders</p>	<p>June 2010</p> <p>Jan 2010</p>		<p>Section 13a assessment guidelines</p>

Key Principle 5– An Array of opportunities

Objective	Actions and persons/agencies responsible?	Key dates & targets	Progress update	Cross Cutting Strategies
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<p>5.1 Young people have the opportunity to access education and employment, and local options are developed</p>	<p>5.1.1 Local options are introduced from year 9 and should be investigated first. Connexions Advisers and schools</p> <p>5.1.2 Transitions Advisers are available to support young people leaving specialist courses at local colleges – College/WEST</p> <p>5.1.3 Review existing employment and training opportunities for young people with additional needs locally. Liase with NEET Strategy Board</p> <p>5.1.4 Identify gaps in provision and develop strategy to address these gaps. Liase with NEET Strategy Board</p> <p>5.1.5 Review supported employment opportunities Supported Employment Service Manager</p> <p>5.1.6 Organise an employment event for young people with a learning disability – TL with Supported Employment Service Manager</p> <p>5.1.7 Track the destinations of young people leaving special schools over a 5 year period – Connexions Team leaders</p> <p>5.1.8 Connexions to monitor outcomes for young people</p>	<p>From Sept 2009</p> <p>April 2010</p> <p>June 2010</p> <p>Autumn 2010</p> <p>Summer 2010</p>	<p>Transitions Advisers in place</p> <p>TL sits on NEET board</p> <p>Process has started</p> <p>Connexions monitor all those young people over</p>	<p>Universal Individual Learner Support (incorporating Connexions) Service Delivery Plan 13 – 19 strategy for education and training SEN strategy Joint LD Commissioning Strategy NEET strategy</p> <p>The All-Party Parliamentary Group on</p>
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	<p>wit hautism up to the age of 25 – Connexions Team leaders</p> <p>5.1.9 Investigate the possibility of introducing Project Search – TL and Supported Employment Manager</p>	December 2009	18 who they are currently working with	Autism
5.2 Information, and advice is available on personalised services, and support is available for young people wishing to access them	<p>5.2.1 Organise a transition event to inform parents of opportunities – TL with WPCCA/Adult Services</p> <p>5.2.2 DP/PB included in information pack to families</p> <p>5.2.3 Develop means by which this information is available to families from adult services from year 11</p>	<p>25th March 2010</p> <p>September 2010</p> <p>September 2009</p>	<p>Agreement that an allocated adult worker will be involved from year 11</p>	Joint LD strategy
5.3 Leisure Services, Youth Service, Housing, Transport, voluntary sector will be involved at strategic and individual levels of transition planning	<p>5.3.1 Develop links with these agencies to develop joint strategies to develop a co-ordinated approach to transition</p> <p>5.3.2 Details of these services are available in an accessible format in the transition pack. TL in consultation with</p>	September 2010	Transition Lead attends Bridging Project meetings to ensure link with Youth Service Housing Strategy Officer and TL in contact re. Housing involvement on the Board	Individual services plans and strategies Housing and Homelessness Transport Youth Development Service plan

	these services			
	5.3.3 Information on post 16 transport costs available from year 9 review – Connexions PA	From September 2009	Ongoing	
5.4 Promote the greater social inclusion of young people in leisure by increasing opportunities	5.4.1 WC to use its influence to ensure facilities such as leisure centres are fully accessible and to ensure all young people are catered for. Board to work with PI Commissioning Manager to implement	2010-2012		PI Strategy