

SEND

Co-production Charter

The following co-production principles were developed through joint working groups with parent carers and young people. These groups addressed concerns such as power and influence, accessibility of the feedback system, the importance of working with all partners, clear communication of parameters, proactive communication methods, and the need for ongoing co-production with children, young people, parent carers, and families. By implementing these 10 principles, we can create a more inclusive and effective collaborative process for positive change.

1. Shared Power and Influence



Our goal is to distribute power and influence equitably among all partners engaged in the Charter. We acknowledge that individuals may have varying preferences in how they wish to work together with us, and we are committed to facilitating diverse approaches to partnership.

2. Understanding and Adapting to the Context



We are transparent and openly discuss the context and conditions under which we operate, including potential changes. We strive to communicate these conditions clearly so that everyone can comprehend them.

3. Proactive and Transparent Communication



We communicate proactively, plainly and clearly with all stakeholders. We ensure that the feedback system is accessible to everyone, regardless of their preferred form of communication. Transparent and open communication is fundamental to the success of the partnership. Regular dialogues and forums are established to facilitate meaningful exchanges of information, concerns, and views.

4. Learning from Experience for Future Planning



We use past experiences to plan and enhance future activities fostering ongoing reflection for continuous improvement. The partnership prioritises learning, innovation, and continuous enhancement. We integrate reflective practices, evaluations, and quality assurance processes into our framework to identify areas for improvement and drive positive change. Parents, carers and young people contribute their lived experiences to ensure discussions address real-world challenges and needs.

5. Collaboration and Building Together



We foster positive relationships with all Charter partners, actively engaging seldom-heard groups such as children, young people, parent carers, and families. Parents, carers and young people are considered equal partners in co-production, with their perspectives valued and respected. While encouraged to share ideas, parents and carers should not feel pressured to provide solutions unless they have viable ones to offer.

6. Sharing, Listening, and Positive Change



Our aim is to collaborate, listen, and effect positive change collectively whenever feasible. We actively seek and appreciate input from a broad spectrum of voices to promote inclusivity and diverse perspectives.

7. Parents and carers contribution



Parents and carers currently do not receive compensation for their participation, unlike other stakeholders involved. To ensure flexibility, meetings are to be scheduled between 10am and 2pm to accommodate parents' and carers' commitments, particularly school runs. The duration of meetings should not exceed 2 hours to respect their time constraints. When setting up co-production groups for parents and carers, prebooking of meetings should be done as a minimum of 25 days in advance while meeting agendas, and associated documents circulated 7 days before the meeting.

8. Legal and policy guidance



Information on relevant legislation, policies, and guidance related to coproduction in SEND provision, including the SEND Code of Practice 0 to 25, the Children and Families Act, the Care Act and the Equality Act. Incorporating easy read guides and for children and young people and the Lundy Model of child participation to provide guidance.

9. Co-Production Toolkit



By providing professionals with the tools, guidance, and support they need to engage in meaningful coproduction, the toolkit aims to foster collaborative relationships and ultimately improve outcomes for children and young people with SEND.

10. Celebration and recognition



Celebrating and recognising the contributions of all stakeholders involved in coproduction efforts, including professionals, young people, parent carers and families. Real-life case studies and examples illustrating successful co-production initiatives in SEND practice, highlighting best practices, challenges, and lessons learned.

This document is specific to SEND co-production charter and tool kit for professionals across Health, Social Care and Education working with young people 0 to 25, parent, carers and their families.

The document is additional to the London Borough of Hounslow Radical Overhaul consultation & engagement (ROCE) (draft) Consultation and engagement toolkit, which supersedes this document.

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