



# Norfolk SEN Network

Registered charity no. 1044353

Helping to access special needs education

## Annual Report 2022/23



**Fine City Chorus at St. Peter Mancroft – Charity of the Year 2023**



**Brundall Coop Charity 2022/23**



**City of Ale Charity of the Year 2023**

*Thank you so much for everything. Your support with the EHCP process has been invaluable and we very much appreciate what you and your team do to support families.” - The O’Sullivans*

1<sup>st</sup> Floor Portal House, 7B Alkmaar Way, Norwich, NR6 6BF

Helpline: 0330 043 0225

[www.norfolksennetwork.org](http://www.norfolksennetwork.org)

## TRUSTEES REPORT 2022-23

2022/23 was one of our most successful years for fundraising. Thanks to a 4 year grant from the National Lottery we have been able to move into much larger offices, which will enable us to offer 'in house' training for parents at low cost and hold Mediation and Tribunal hearings in comfortable surroundings.

Three organisations chose us as their Charity of the Year for 2023 –

The Cooperative, The City of Ale & The Fine City Chorus

We very much enjoyed working with them all and thank them for the funds raised for us.

It's thanks to The Fine City Chorus and Jeanette and Tony Fairweather choosing our charity to benefit from their Christmas Lights Switch On 2023, we were able to purchase a large interactive screen for training and tribunal use.

Funding received from our Charity of the Year at Brundall Coop enabled us to increase our Helpline hours by an hour a day enabling us to cover parents lunchtime period.

This October sadly saw the end of our relationship with the Yapp Charitable Trust who have supported us for a number of years. We thank them for their support, especially for doubling our grant during lockdown.

Staff salaries are now secure for the next 3 years thanks to the National Lottery. We thank Danielle, Nikki and Karla for their dedication in supporting families.

Thanks also to Julie, Lucy and Tara for coming on board as trustees and helping steer the charity. Thanks also to Chris Jay for finalising our accounts and Kim Mayfield for auditing them. Kim will be retiring next year, we wish him a happy retirement and thank him for being our auditor for a number of years.

Our most sincere thanks to our Ambassador, Claire Brooks of The Brickmakers on Sprowston Road for her enthusiasm in fundraising and for promoting the work of our charity through Quiz Nights, Musical Bingo and Charity days.

Our most grateful thanks to the Paul Bassham Charitable Trust for their long term funding and the Norfolk Community Foundation for always being there to give advice. Thanks also to the Alan Boswell Charitable Trust and the Baily Thomas Charitable Trust for funding to help us keep our costs down to parents.

Thanks to Liam and Easy Bathrooms for organising a massive fundraising raffle at the Norfolk Show. Special thanks to Katy Shoot for allowing us to share her office for 3 years.

As we move into our 38<sup>th</sup> year of supporting parents throughout Norfolk we look forward with great optimism that we will be able to support many more families to secure better provision for their children.

*Pat Brickley...*

Chairperson

Dated: 11<sup>th</sup> March 2024



## NORFOLK SEN NETWORK

Membership @ 31.10.22 = 57

### 31 Purple supported members

17 Yellow members

10 **Green** members

## 74 Free email members

Ambassador:

Claire Brooks of The Brickmakers, Sprowston Road

Trustees:

Pat Brickley (Chairperson)

Julie Playford (Vice-Chair)

Chris Jay (Treasurer)

Dawn Alexander (Resigned Feb 24)

Tara Durrant (Trustee)

Danguoliukas Jevsiukova (Trustee)

Lucy Pollard (Trustee)

Employees:

**Nichola Corcoran**                      **Development Worker**

Karla Cooper Development Worker

Danielle Cann Administrator/Helpline

## Bankers

Barclay's plc, St. Stephens Branch, Norwich

- ❖ Norfolk SEN Network has been supporting parents of children with special educational needs throughout Norfolk since 1987. Since the introduction of the Children & Families Act 2014, we now support young people themselves (16 to 25) who have special educational needs to find the right educational provision.
- ❖ Our Committee is elected in accordance with our constitution from our Membership each year at our Annual General Meeting.

**Our aims:** are to help *all* parents of children with special educational needs to find the education which is right for their child and to support young people 16 to 25 to find the right provision to meet their needs.

## ANNUAL REPORT 22-23

*"Words cannot begin to explain how thankful we are. What an absolute star Nikki has been throughout the past 12 months. She has been such a huge help to me and my family. Nikki is a wealth of knowledge and speaks with great confidence about it, something I struggle with so it has been a weight off my shoulders having her there to speak on our behalf and has put my mind at ease. She saw my son for who he is and for what he deserves, a full-time education. Thanks to Nikki's hard work he has been offered a placement in our first choice of school!"*

*Nikki we can't thank you enough we couldn't have done it without you."*

*Thank you! Bethany*

### Development Workers

Unfortunately our aim to increase the number of Development Workers has not yet been fulfilled. It is a steep learning curve and not something many people wish to take on. Our current team nevertheless continue to go above and beyond to ensure children's needs are met.

This year we have supported parents with Governors and Independent Review Panel meetings, permanent exclusions and complaints as well as applying for EHC Plans, checking draft and final plans, attending Annual Reviews, Mediation and Tribunal hearings.

Our Development Workers helped with:

|                                   |    |
|-----------------------------------|----|
| Tribunals                         | 12 |
| Mediations                        | 6  |
| Annual Reviews                    | 7  |
| Provision                         | 9  |
| Applying for an EHC Plan          | 6  |
| Checking draft Plans              | 3  |
| Permanent Exclusions              | 3  |
| Independent Review Panels         | 1  |
| Disability Discrimination Appeals | 2  |

The children they supported had a variety of diagnosis, the main ones being:

|                                     |    |
|-------------------------------------|----|
| ASD                                 | 29 |
| Dyslexia, Dyspraxia and Dyscalculia | 7  |
| ADHD                                | 9  |
| Sensory processing                  | 2  |
| Hearing Difficulties                | 1  |
| SEMH                                | 3  |
| PDA                                 | 3  |
| Down Syndrome                       | 2  |
| Chronic Fatigue syndrome            | 1  |

They supported **47** children an increase of **3%** on last year

The ethnicity of families this year were:

|                  |    |
|------------------|----|
| White British    | 41 |
| Eastern European | 5  |
| Scandinavian     | 1  |

The age range of children were:

|          |   |
|----------|---|
| 5 years  | 1 |
| 6 years  | 4 |
| 7 years  | 2 |
| 8 years  | 2 |
| 9 years  | 1 |
| 10 years | 7 |
| 11 years | 5 |
| 12 years | 2 |
| 13 years | 6 |

|          |   |
|----------|---|
| 14 years | 5 |
| 15 years | 3 |
| 16 years | 5 |
| 17 years | 1 |
| 18 years | 1 |
| 20 years | 2 |

The highest number in any age group was 10 year olds, probably because of secondary transfer. The number of young people we supported over 16 has increased by **30%.**

28 were boys and 19 were girls

Thanks to RC Snelling Charitable Trust, Alan Boswell Charitable Trust and the Baily Thoms Charitable Trust for funding to help us keep costs down to parents.

### Exclusions

**"I just wanted to drop a message to thank for all your help and making time to attend our son's Independent Review Panel following a permanent exclusion we felt was unfair to his SEN.**

**Norfolk SEN Network are a shining light for parents who may be experiencing difficult times. We really appreciate the response and support when we were struggling to navigate our way through the legalities of the system. What a fantastic charity" - Syretta**

We helped several parents prepare their cases for meetings with Governors and also attended Independent Review Panels.

### Tribunals

Tribunals still tend to take up a lot of our time. Preparing a case for registration, additional evidence, amending EHC Plans take a considerable amount of time, but it is necessary so that we can match



Barristers put up against us at hearings. Most take around 9 months to come to a hearing, even then they can be adjourned or postponed.

There was a slight increase in the number of Tribunals which went to hearings last year.

### Helpline

Runs 9am to 1pm Monday to Friday. Over the past year it has taken

Thanks to an Anonymous trust for funding the running of our Helpline.

Our Helpline received calls on 20 different subjects with enquiries for help in applying for an EHC Plan and problem with support in schools being the most popular:

|                                     |    |
|-------------------------------------|----|
| Help with applying for an EHC Plan  | 12 |
| Support with difficulties in school | 12 |
| Provision                           | 12 |
| School not meeting need             | 11 |
| Help with a Tribunal                | 11 |
| Problems with placement             | 10 |
| Non-attendance at school            | 9  |
| School meetings                     | 9  |
| Secondary placement                 | 9  |
| Mediation                           | 7  |
| Early Annual Review                 | 7  |
| Refusal to assess                   | 6  |
| Support with behaviour              | 5  |
| Annual Review meeting support       | 5  |
| Adult Advocacy                      | 2  |
| Reading a draft Plan                | 2  |
| Refusal to issue a Plan             | 2  |

Transferring an EHCP from one county to another 1

### Social Media

Facebook followers: **2163** followers

**18% increase on last year**

Twitter Followers: **828** followers

**7% increase on last year**

### Training

Training of our Development Workers was kept up to date with Karla updating her First Aid Training and Pat completing Safer Recruitment training. Our Development Workers also did additional training on Exclusions and DDA appeals.

### Our Office

Our opening hours were increased to 1pm during the year thanks to funding from the Coop. Special thanks to the Alderman Norman Charitable Trust for funding our office rent for the year.

### Newsletter

Our bi-monthly newsletter was produced throughout the year being circulated to both members and non-members and contained a variety of useful information for parents.



## Fundraising

We were delighted to be the City of Ales Charity of the Year for 2023. A raffle at the launch event raised £ 376. We had 36 collecting tins in pubs across the city which raised £539.95. Sheldrakes Walk raised another £103 and The Rose Treasure Hunt £125.

## Fine City Chorus Charity of the Year

The support of the Fine City Chorus has been magnificent, the highlight of which was the concert at St. Peter Mancroft with Norwich Harmony and the Carol Singing by Mustard, in all they raised almost **£2,000.**

## The Coop



Being the Charity of the Year for the Brundall Coop helped raise **£1451.99** to lengthen the opening of our Helpline. On Valentines Day we gave out sweets as a mark of appreciation.

## The Brickmakers

Special thanks to our Ambassador, Claire Brooks for her enthusiasm in raising funds for us through Charity Days, Quiz nights and Musical Bingo which raised **£ 1,044.**



Tickets bought in the Broadland Community Lottery have helped raise £600 to assist with funding towards Independent reports.

### Breakfast on the Riverbank



In December 2022 we were invited to Breakfast on the Riverbank when very brave swimmers took to the icy water. Thank you to Cliff Oakey for organising this and raising £141.

We took the challenge and dressed as elves!

### Lingwood Care Farm



Special thanks to Sally, Peter and Andrew Medlar for thinking of us at their 10<sup>th</sup> Anniversary party and donated £92 from the raffle held.

### Wroxham & Hoveton Lions



Kindly donated £250 to our charity.

### Easy Bathrooms mega Norfolk Show raffle



Thanks to Liam and Easy Bathrooms for raising **£1,200** in a mega raffle at the Norfolk Show.

### Town & Parish Councils

We received several donations this year from Town and Parish Councils in support of the families we support in their area. Cromer Town Council, Thorpe St. Andrew Town Council, Newton Flotman Parish Council, Rackheath Parish Council, Stoke Holy Cross Parish Council and Mulbarton Parish Council.



## Books

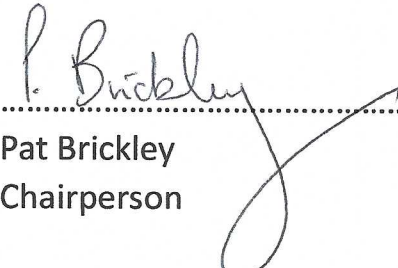
We continued to sell books outside our office in Catton and at Car Boots raising £ 33 for the charity.

## Car Boots & Garage Sales

Special thanks to the Rudling family who held a Garage sale at Mundesley raising £100 and the Shoots for raising £31.

## Future Plans

We are going into a new era with optimism and enthusiasm as we plan a programme of training for parents over the next year and introduce Coffee Mornings so parents can come and talk over their problem over their child's education with our Development Workers.



Pat Brickley  
Chairperson

Dated: 11<sup>th</sup> March 2024



# CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

**Report to the trustees/  
members of**

Norfolk SEN Network

**On accounts for the year  
ended**

31 October 2023

**Charity no  
(if any)**

1044353

**Set out on pages**

One to three

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/10/2023.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Signed:**

*Kim Mayfield*

**Date:**

11 MARCH 2024

**Name:**

Mr Kim Mayfield

**Relevant professional  
qualification(s) or body  
(if any):**

Chartered Accountant

**Address:**

10 Hillside

Chedgrave

Norwich

# NORFOLK SEN NETWORK

Statement of Assets and Liabilities as at 31 October 2023

| Unrestricted Funds | Restricted Funds | Total |
|--------------------|------------------|-------|
|--------------------|------------------|-------|

## Cash Funds

|                         |              |               |               |
|-------------------------|--------------|---------------|---------------|
| Bank Accounts           | 6,041        | 21,917        | 27,958        |
| <b>Total cash funds</b> | <b>6,041</b> | <b>21,917</b> | <b>27,958</b> |

## Assets retained for the charity's own use

At cost

|  |              |              |              |
|--|--------------|--------------|--------------|
| Laptop and printers                      | 1,257        | 449          | 1,706        |
| Website                                  | 329          | 0            | 329          |
| Gazebo                                   | 113          | 631          | 744          |
| Brochure stand                           | 193          |              | 193          |
| Mobile phone                             | 65           |              | 65           |
| Laminator                                | 90           |              | 90           |
| Shredder                                 | 96           | 440          | 536          |
| <b>Total assets retained for own use</b> | <b>2,143</b> | <b>1,520</b> | <b>3,663</b> |

## Current Assets

|                             |            |          |            |
|-----------------------------|------------|----------|------------|
| Donation - Fine City Chorus | 946        | 0        | 946        |
| <b>Total debtors</b>        | <b>946</b> | <b>0</b> | <b>946</b> |

## Liabilities

|                        |   |        |        |
|------------------------|---|--------|--------|
| National Lottery Grant | 0 | 21,606 | 21,606 |
|------------------------|---|--------|--------|



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*Pat Brickley*

Pat Brickley, Chairperson

Date: 11<sup>th</sup> March 2024



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**Name:**

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*Pat Brickley*

Pat Brickley, Chairperson

Date: 11<sup>th</sup> March 2024