

Role descriptor: Integrated Care Board (ICB) Senior Responsible Officer (SRO) for Special Educational Needs and Disabilities (SEND)

Purpose of the SRO role

The SRO for SEND will:

1. Provide effective leadership and clear accountability for the SEND programme within ICBs at place.
2. Support the ICB Executive Lead for SEND by ensuring that the ICB place based system is delivering statutory functions set out in the legislation (Children and Families Act 2014), statutory guidance (SEND Code of Practice, 2015) and any future iterations as result of the SEND review (2022). This includes multi-agency working requirements and joint commissioning arrangements with local authorities.
3. Support the ICB Executive Lead for SEND in meeting the health requirements of the new CQC/Ofsted Joint SEND Inspection Framework.
4. Act as a compassionate and inclusive leader who can champion SEND across multiple forums and platforms.
5. Ensure that the following NHS values are core to all work involving SEND:
 - Working together for patients
 - Respect and dignity
 - Commitment to quality of care
 - Compassion
 - Improving lives
 - Everyone counts.

Knowledge and skills

The SRO for SEND will:

1. Hold a senior leadership role (Director equivalent) within the ICB and have direct links to the ICB Board and the Executive Lead for SEND.
2. Apply a matrix approach to influence and affect change across departmental and organisational boundaries in relation to SEND.
3. Develop and maintain SEND subject matter knowledge in line with SEND training assurance framework Level 4.
4. Promote a collective leadership culture both internally and within the local SEND and Alternative Provision Partnership influencing change across service and organisational boundaries in relation to SEND.

Key areas of work

The SRO for SEND will:

1. Ensure that the ICB SEND programme is delivered in line with current legislation, policy, and statutory guidance.
2. Work creatively and in partnership with other system leaders to find new ways of working that improve the outcomes and experience for children, young people and their families.

3. Ensure there is well structured and sustainable co-production, engagement and communication with families, children, and young people making sure their voice is heard and used to influence strategically and operationally.
4. Oversee delivery of the ICB SEND Programme making sure that there is alignment to place-based priorities and action plans.
5. Adopt a matrix management approach, so that SEND is visible in all relevant Children and Young People's programmes 0–25 years, i.e. Children & Young People Transformation, Primary Care, Mental health (Children and Adults), Continuing Care/Healthcare, Learning Disability and Autism Programme.
6. Ensure that objectives for the ICB SEND programme link to reducing inequalities and improving outcomes for disabled children and young people and children and young people with special educational needs.
7. Work with the Executive Lead for SEND to ensure there is a strong SEND governance structure in place in the ICB.
8. Ensure robust processes to escalate and manage risks relating to access to services and compliance to SEND statutory duties.
9. Provide oversight of the joint working and joint funding arrangements in place across health, education, and care and make sure these are focused on achieving good outcomes for disabled children and young people and children and young people with special educational needs and their families.
10. Secure and maintain the necessary data sharing agreements between the ICB, at place and relevant local partners.
11. Oversee the development, implementation, and monitoring of SEND Data dashboards and effective joint commissioning.
12. Demonstrate the impact for disabled children and young people and children and young people with special educational needs through data, assurance mechanisms and effective joint working.
13. Provide senior leadership and oversight of place-based inspection readiness.

This role descriptor has been co-designed by a group of Designated Clinical Officers, Designated Medical Officers, Senior Responsible Officers and SEND experts.

