



SEND Voices Wokingham (SVW) CIO

Charity Number: 1201621

Annual Report and Accounts

April 2024 to March 2025



Introduction

SEND Voices Wokingham is the independent Parent Carer Forum for the Borough who give a voice to families who have a child or young person aged 0-25 years with any Special Educational Need or Disability (SEND). Working in partnership with education, health, social care and other service providers to make sure the services commissioned meet the needs of children and young people with SEND in Wokingham. They represent parent carers experiences, views and priorities as well as running events and training courses for parent carers.

As the recognised Parent Carer Forum for Wokingham, the forum continues to evolve and grow. The forum started in 2009 as a community group, then known as REACH Wokingham, which then evolved in May 2019, as SEND Voices Wokingham. After consultation with its members, in January 2023 SEND Voices Wokingham became a Charitable Incorporated Organisation.



Overview of our Strategic Meetings

Strategic Influence and Representation - In 2024/25, SEND Voices Wokingham (SVW) played an active role across a wide range of strategic boards and meetings, ensuring that the parent carer voice was represented at every level of SEND decision-making in the borough. We attended over 245 meetings, totally 400 hours of meetings.

Some of the meetings SVW attended are listed below:

- Wokingham Area SEND Partnership Board
- Wokingham Area SEND Assurance Board
- Senior Leadership Meetings with Wokingham Borough Council
- All associated SEND Improvement workstreams (Local Offer, Preparing for Adulthood, Ordinarily Available Provision, EOTAS & AP, EHCP Banding, Outreach Services, School Sufficiency, Wraparound care, Multi-Agency EHCP Audits)
- Operational Meetings with Wokingham Borough Council
- Buckinghamshire Oxfordshire & Berkshire (BOB) Integrated Care Board (ICB) Leads & Parent Carer Forum (PCF) Leads
- Reimagining CAMHS Health services
- Wokingham Borough Council Children Services Overview & Scrutiny Committee
- Wokingham Borough Council Residents Equality Forum
- Wokingham Borough Council All Age Autism Strategy
- Wokingham Early Years SEND Partnership
- SENDIASS Steering Group
- Wokingham Borough Council Short Breaks Steering Group
- Healthwatch
- NNPCF SE Regional PCF
- SE19 SEND Forum

This year, SVW also met regularly with key local leaders, including the Lead Member for Children's Services and the Director of Children's Services, to ensure strategic alignment and share insight from families.

Influencing Change Through Lived Experience - A Termly Feedback from Families report is produced and presented to the **SEND Assurance Board**, giving senior leaders in education, health, and social care insight into the **real experiences of local families**. This feedback directly informed key areas of change in 2024/25, particularly

- Improvements in SEND Team communications, which contributed to a SEND Team restructure,
- Ongoing work on part-time timetables, alternative provision, and Annual Review processes.

Driving Improvement Through Workstreams - SVW contributed to several key SEND Improvement workstreams, ensuring parent carer input shaped work across areas including:

- Short Breaks
- The SEND Local Offer
- Preparing for Adulthood
- Ordinarily Available Provision

There was also increased focus this year on:

- Helping Early
- Early Years
- Wraparound Care



Overview of our Parent Carer Engagement

Strengthening Family Engagement - This year, SVW expanded our Participation activities to increase engagement opportunities with families. A blend of in person and virtual events was offered to ensure accessibility and enable as many families as possible to take part.

The SEND Improvement Update sessions, held in partnership with the Local Authority and Health, continued to be well attended. These sessions have sparked meaningful discussion, with parents raising important questions and sharing their lived experiences. They offer a valuable platform for direct feedback and constructive dialogue with SEND Senior Leaders from the Wokingham Borough Council, BOB ICB and other health providers.

SVW maintain regular contact with over 1,500 families through email, social media, local schools, and voluntary sector partners.

Our membership has grown by over 18% this year and includes families from across all age groups (0–25 years) and with a wide range of special educational needs and/or disabilities. SVW are proud to continue offering the Max Card, a national discount scheme, to all its members.

To keep families informed and involved, SVW share half-termly updates on our activities. These are distributed to members via email, posted on our website and social media, and shared through partner organisations to maximize reach and accessibility.

This year SVW have run 53 events for Parent Carers:

Over the past year, SVW delivered 53 Parent Carer events across the borough – a huge 220% increase compared to the previous year. This included **the Local Offer Live**, this event is a blend of information stalls for parent carers and fun activities for children and was attended by over 90 families.

Feedback from families, again, was overwhelmingly positive for the Local Offer Live. Many described the event as a valuable opportunity to access a wide range of information and support in one place, often finding solutions to challenges they had previously been told had no answers. The event also enabled service providers and the local authority to hear directly from families about what is working well and where improvements are needed.

SENDIASS Training and Parent Education - SVW supported the delivery 11 SENDIASS training sessions on key topics, including: The EHCP Process, SEN Support at School & Effective Communication, Annual Reviews and Preparing for Adulthood. These sessions remain highly rated by parents, who report gaining confidence and knowledge that enables them to participate more effectively in their child's EHCP process, Annual Reviews, and engagement with schools or services.

Surveys and Strategic Insight - SVW conducted a range of surveys to inform service planning and delivery, including our third **Annual Wokingham Area SEND Survey** as well as surveys on **SEND Home to School Transport, Helping Early, Part-Time Timetables & Alternative Provision, and SENDIASS Training Courses**. The Annual SEND Survey continues to play a critical role in shaping all aspects of Wokingham's SEND improvement work. A huge thank you to all those who responded to our surveys.

Drop-In Sessions and Focus Groups - SVW hosted a variety of drop-in and engagement sessions throughout the year, including three online drop-in sessions with the SEND Team, Senior Leadership from Wokingham Borough Council, and the BOB Integrated Care Board. These sessions focused on the SEND Strategy and improvement plans and provided an open platform for robust feedback and discussion. Online sessions specifically focused on **Early Years and Post-16 Transport** and focus groups on priority topics including **Emotionally Based School Avoidance (EBSA)** and **Resource Bases/SEND Units**.

In response to ongoing SEND Team communication feedback, SVW continued the **termly drop-ins with WBC SEND Team Senior Leaders**, offering families the chance to raise concerns directly. An in-person '**Meet the SEND Team**' event was also held.

Community Engagement and Outreach - SVW supported **19 SENDIASS drop-ins** to offer a cuppa and chat, providing information, collecting feedback, and offering informal support to families whilst they wait to see SENDIASS. In addition, our wider community engagement included attending **The Carers Week Information Day** and **Health Engagement event, Camp Mohawk** family session and **Portage sessions** (for families of pre-school children with (SEND)).

SVW also ran 8 '**Drop-in & Chat**' events (held during both daytime and evening hours) and continued to host our termly Participation Groups to ensure ongoing dialogue with families.

Summary of Time Invested - In total, SVW carried out **over 1,529 hours of work** across all activities demonstrating our ongoing commitment to representing and supporting families of children and young people with SEND.

Information for Parent Carers - Information is a key area for families, and SVW often hear families say it is hard to find information locally. We are able to offer parent carers information through the following:

- **SEND Guide for parents** a quick and easy guide for parent & carers of children with Special Educational Needs and/or Disabilities (SEND) available both online and hard copy.
- **Local Offer Live Family Information & Fun Day** in person event, with information stands showcasing the support, services, and activities available in Wokingham for parent carers of children and young people with SEND.
- **Local Offer Guide** a booklet for parent carers and professionals to find services, organisations, help & support for children and young people with SEND. Available both online and hard copy.
- **Information Leaflets** on When you child needs extra support in school, Short Breaks, Health Support and Early Years support for 0-5's.
- Coproduced a **Preparing for Adulthood guide** with Wokingham Borough Council and Health.
- Our **website** which is regularly updated with all our events and news items. www.sendvoiceswokingham.org.uk
- **Facebook page** with useful information, participation opportunities and our events. www.facebook.com/SendVoicesWokingham
- **Supporting events** for parent carers such as Carers Information days and SENDIASS drop-ins.



Our Plans for 2025 - 26

- Continued involvement with all aspects of the SEND Improvement and Safety Valve Programmes for Wokingham Borough – to ensure family views are included & heard.
- Deliver the Parent Carer Forum of the element of the Partnerships for Inclusion of Neurodiversity in Schools (PINS) project, working with Wokingham Borough Council and Health representative and 30 Wokingham Primary schools to create a more inclusive and supportive environment for all neurodiverse children within mainstream schools.
- Continued involvement with Health and other strategic boards across WBC and the NHS – to ensure family views are included & heard.
- Allow parent carers to feedback their experiences and on specific workstreams via various engagement opportunities both in person and online.
- Host SENDIASS Training courses – to ensure families feel empowered and can participate individually.
- Support the SENDIASS and SEND drop-ins.
- Regular drop-in events with SEND, Short Breaks and other support organisations – increasing the opportunity for parents to engage directly with Education Health and Social care leaders.
- Local Offer Live day – October 25.
- Repeat the Wokingham Are Annual SEND survey and other relevant surveys – to track how things are going and help set our priority work focus going forward.

Full Name	SEND Voices Wokingham
Also know by	SVW
Charity Number	1201621
Charity Activity	SEND Voices Wokingham is the independent Parent Carer Forum, Wokingham Borough, who give a voice to families who have a child or young person aged 0-25 years with any Special Educational Need or Disability (SEND). Working in partnership with education, health, social care, and other service providers to ensure the services commissioned meet the needs of children and young people with SEND in Wokingham.
Charitable Objective	To relieve the needs of children and young people, including their parents, carers and families, who have disabilities and/or special educational needs in Wokingham and the surrounding areas, in order to improve their quality of life, promote their inclusion in their Local communities and to help and support them to reach their full potential.
Public Benefit	We declare that we have had due regard to the Charity Commission guidance on public benefit in exercising our power and duties.
Financial Reserves	The Board of Trustees have resolved that a balance of £23,000 being the equivalent of 6 months expenditure should be held in reserve since the payment of income grants is subject to an annual application process that delays receipt of funds. The remainder of the General Reserve is available to support the work of the Charity.
Trustees	Matthew Booth – Chair of Trustees Tim Bharucha Lynn Boba Jenny Hooper
Employees	Terri Walsh Joint CEO Sarah Clarke Joint CEO Debbie Jacobs Participation Lead
Membership	965 parent carers living in the Wokingham Borough representing 1500+ children and young people aged 0-25 years with SEND, a +18% new members.
Social Media Reach	1447 Facebook followers +9%
Contact Information	Email: info@sendvoiceswokingham.org.uk Website: www.sendvoiceswokingham.org.uk



Financial Statement SEND Voices Wokingham April 2024 to March 2025

Receipts and Payments April 2024 to March 2025	Unrestricted Funds	Restricted Funds (Other)	Restricted Funds (Contact)	Restricted Funds (WBC)	Total
Receipts	£	£	£	£	£
Contact (DfE) Grant	0	0	19960.00	0	19960.00
WBC Grant	0	0	0	27315.72	27351.72
Other Restricted	0	2276.30	0	0	2276.30
Other Receipts	0	0	0	0	0
Total Receipts	0	2276.30	19960.00	27351.72	49588.02
Payments					
Infrastructure	0	0	3496.63	1778.55	5275.18
Developing Info & Resources	0	0	3368.70	3009.44	6378.14
Meetings & Events with families	0	764.74	2856.21	3794.38	7415.33
Training (internal)	0	0	603.91	315.02	918.93
Out of pocket expenses & Mileage	0	0	34.20	377.25	411.45
Operational Staffing Costs	0	0	7211.91	6705.82	13917.73
Staffing Costs - meetings with stakeholders	0	0	2276.80	4395.94	6672.74
Misc	0	0	111.64	0	111.64
SVRBWM support and costs	0	274.44	0	0	274.44
PVIW support and costs	0	468.22	0	0	468.22
Total Payments	0	1507.40	19960.00	20376.40	41843.80
Surplus (Deficit)	0	768.90	0	6975.32*	7744.22
<p>*Our figures show an underspend for 24/25. This is due to:</p> <ul style="list-style-type: none"> Some invoices had not been received in time to be allocated to 25/26. Therefore, will now be allocated to 25/26 funding. Reserved £1,500.00 in preparation for a local area Ofsted/CQC SEND Inspection and parental engagement events for Ofsted/CQC. NI Employers Allowance being received in Jan 2025. One SVW representative now attending meetings, instead of two which has greatly reduced costs, however, raises concerns for succession planning, sustainability and overreliance on certain individuals. 					
Net Movement in Funds					
Brought forward at 1/1/2024	0	1130.69	0	7651.72	8782.41
Transfer between funds	0	0	0	0	0
Carried forward at 31/3/25	0	768.90	0	6975.32	7744.22
Statement of Assets and Liabilities	Unrestricted Funds	Restricted Funds (Other)	Restricted Funds (Contact)	Restricted Funds (WBC)	Total
Cash at bank and in hand	21141.16	0	0	0	21141.16
Reserves (6 months)	23000.00	0	0	0	23000.00
Asset retained for charity's use	0	0	0	0	0
Liabilities	0	0	0	0	0
Total assets less Liabilities	44141.16	0	0	0	44141.16

Approved by the Board of Trustees

15th SEPTEMBER 2025

Sarah Clarke & Terri Walsh
Joint CEOs

INDEPENDENT EXAMINERS REPORT

At the request of the Trustees of SEND Voices Wokingham, I have examined the receipts and payments account for the year ending 31st March 2025, along with the related paperwork.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in.

Gisela Sharp
Date 02/09/2025

CHARITY COMMISSION FOR ENGLAND AND WALES		Independent examiner's report on the accounts	
Section A Independent Examiner's Report			
Report to the trustees	SEND VOICES WOKINGHAM		
On accounts for the year ended	31 March 2025	Charity no (if any)	1201621
Set out on pages	1 - 2		
Responsibilities and basis of report	<p>I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2025.</p> <p>As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").</p> <p>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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.</p>		
Independent examiner's statement	<p>I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:</p> <ul style="list-style-type: none">the accounting records were not kept in accordance with section 130 of the Charities Act; orthe accounts did not accord with the accounting records; orthe accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination. <p>I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.</p> <p>* Please delete the words in the brackets if they do not apply.</p>		
Signed:	Gisela Sharp		Date: 2/09/2025
Name:	Gisela Sharp FCCA		
Relevant professional qualification(s) or body (if any):	FCCA		
IER	1	Oct 2018	

Section B Disclosure	
Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).	
Give here brief details of any items that the examiner wishes to disclose.	

Address: 16 Lincoln Gardens, Teyford, Reading, Berkshire RG10 9HU

IER 2 Oct 2018

