

NCSE Work-Plan 2016

(Approved by Council at 92nd meeting, December 2015)

NCSE Statement of Strategy 2012-16 Work Plan 2016

Strategic Objective 1: Plan and co-ordinate the provision of education and support services to children with special educational needs.

Risk Register 2016:

Risk 1: that the development of the NCSE Inclusion Support Service may be challenging systemically to the organisation

Risk 3: that essential functions are compromised by the need to manage within staffing and funding allocations

Risk 4: that there is inconsistent or incorrect application of DES policy in NCSE decisions on resource allocations to schools

No	Functional Objective	Timeframe	Owner
1.1	Manage the allocation of resource teaching supports to schools in line with DES policy parameters.	Ongoing	SG
1.2	Identify the need and manage the provision of special educational placements, as appropriate in mainstream and special schools within the continuum of provision through (a) The establishment of special classes in mainstream schools (b) Expansion as appropriate, of special school provision (c) Case management approach with TUSLA in relation to students with SEN who are out of school	Ongoing	SG
1.3	Manage the allocation of SNA supports to schools in accordance with DES policy parameters	Ongoing	SG
1.4	Process applications for Assistive Technology and make recommendations to the DES within 6 weeks	Ongoing	SG

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Strategic Objective 1: Plan and co-ordinate the provision of education and support services to children with special educational needs. (continued)			
No	Functional Objective	Timeframe	Owner
1.5	Process applications for transport and provide information regarding nearest school placement to the DES in line with policy parameters within 6 weeks	Ongoing	SG
1.6	Manage the ongoing transition of the VTHVI , NBSS and SESS services into the NCSE Inclusion Support Service while maintaining these services to schools	Ongoing	SG/MB
1.7	Establish and develop the Inclusion Support Service within NCSE	Ongoing	SG/MB

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Strategic Objective 2: Provide evidence-informed policy advice to the Minister for Education and Skills concerning the education of children with special educational needs

Risk Register 2016:

Risk 2: that policy advice formulated by NCSE is contested, resulting in serious reputational damage to Council

No	Functional Objective	Timeframe	Owner
2.1	Conduct and deliver a programme for evidence informed policy advice which addresses key priorities in special education:	Ongoing	MB
2.2	Publication of guidelines for schools on special classes	Q2	MB
2.3	Co-ordination of national engagement as member of the European Agency for Development in Special and Inclusive Education	Ongoing	MB

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Strategic Objective 3: Conduct and deliver a research programme to underpin the dissemination of information relating to best practice in special education to schools, parents and the education sector.

Risk Register 2016:

Risks 8: that NCSE decisions are resisted due to misunderstanding or poor communication.

Risk 9: that commissioned researchers will produce poor quality work which could result in a poor evidence base to support policy development or guidelines

No	Functional Objective	Timeframe	Owner
3.1	Continue the management of a multi- annual programme of commissioned research and research-based projects on special education	Ongoing	JD
3.2	Develop a plan to enable the dissemination to schools, parents and other interested parties of information on best practice concerning the education of children with SEN	On-going	JD
3.3	Review and implement communications and public information strategy	On-going	JD

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Strategic Objective 4: Review further and higher educational provision for adults with special educational needs and develop best practice guidelines.			
No	Functional Objective	Timeframe	Owner
4.1	Develop, publish and disseminate information brochures on post school education and training provision for people with disabilities	Q3	RJ
4.2	Engage with providers and persons with disabilities to establish extent, accessibility and nature of provision – focus to be initially on HSE post school provision for needs of certain school leavers	Q3	RJ
4.3	Implement in conjunction with other responsible bodies identified key strategic actions under the Comprehensive Employment Strategy for People with Disabilities	Ongoing	RJ

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Strategic Objective 5: Ensure that the NCSE continues to develop as an effective organisation which is compliant with all statutory, regulatory and corporate governance requirements as well as having effective information dissemination, communication and media strategies in place.

Risk Register 2016:

Risk 3: that essential functions are compromised by the need to manage within staffing and funding allocations

Risk 5: that effective governance in line with the Code is not in place.

Risk:6 that the Special Education Administrative System(SEAS) is not efficiently and effectively developed as a source of reliable information for management, planning, research and policy development

Risk 7: inappropriate access to or use or transmission of personal data

Risk 8: that NCSE decisions are resisted due to misunderstanding or poor communication.

No	Functional Objective	Timeframe	Owner
5.1	Review, develop and ensure implementation and compliance with up to date good governance policies and procedures including a)Financial control b)Audit c)Statutory requirements d)Information Technology and Data Systems e)Human Resource and workforce management f)Council Support	Ongoing	SG & RJ
5.2	Develop and implement annual communications plan in line with communications strategy (see also SO 3)	On-going	JD
5.3	Review organisational capacity	Ongoing	JD & all PO