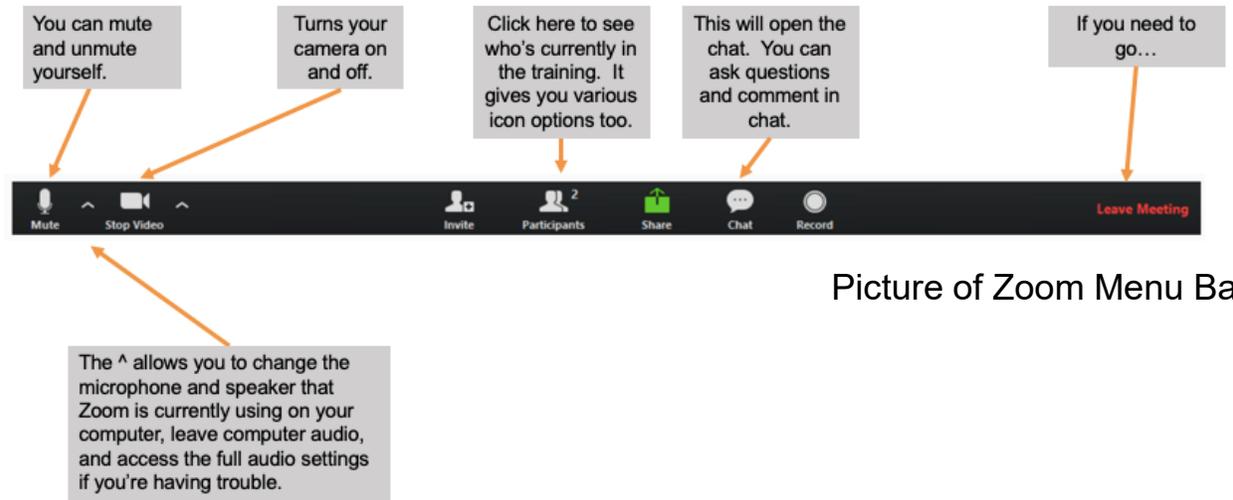


Parent Carer Forums. Responding to Consultations and Inquiries.

Welcome and Key Information.

- This session will be recorded and uploaded to the YouTube channel for Parent Carer Forums and the handbook. If you don't want to be on the recording please do switch off your camera.
- We have designated some time for questions. However if you need to ask something at another time please do, you can ask by voice or in the chat.
- Please keep yourself muted if you aren't talking to help us minimise background noise
- Some participants may be using AI note-taking or transcription tools during this session.
- At the end of the session we'll send you a link to a short feedback survey – please complete it. Your views and ideas are really important to help us improve and develop how we can support.

Tips on how to use Zoom



Picture of Zoom Menu Bar

Consultations and Inquiries



Consultations: A formal process where a public body asks for views before making decisions. This could cover, changes to local SEND services/eligibility, health/social care strategies, national policy/legislation, funding formulas, inspection frameworks parliamentary inquiries.



Inquiries: Investigates major issues affecting the public. For example, investigations into safeguarding practice, or a serious incident.

Why Parent Carer Forum responses matter

PCFs:

- Reflect lived experience of many families – the collective, thematic views
- Knowledge of systems and services
- Highlight impact, gaps, and barriers
- Suggest solutions



Prioritising PCF Responses

- Assess relevance, importance, impact based on the needs/experiences of families in your area
- Prioritise major system changes
- De-prioritise low-impact topics



Prepare to Respond

- One submission per PCF
- Steering group agreement to respond
- Read guidance carefully
- Identify purpose, key questions, deadlines



Evidence and Data to Respond

- Use local feedback from your events and surveys
- Refer to public data if appropriate/applicable
- Always get consent to share personal examples



How to Respond

- Prepare answers beforehand
- Use clear evidence
- Keep concise and structured
- Follow guidance on format
- Use headings and numbered paragraphs
- Option to request anonymity
- Refer to public data if relevant/helpful



After Submitting

- Keep a copy
- Share with partners and region
- Share with members

Outcomes and next steps:

- Review outcomes
- Share influence achieved
- Use reports for future work



Questions and Suggestions?



Thank You

- [Contact and NNPCF guidance on Responding to Consultations and Inquiries](#). If you have any ideas on how we could improve this guidance please [feedback here](#), clearly naming the guidance.
- Please complete the short questionnaire in the chat to help us improve our online learning sessions.