

BRITISH ASSOCIATION OF PLAY THERAPISTS

MEETING OF BOARD OF DIRECTORS

Via Zoom

Saturday 7th September 2024, 10.00 am

Draft Minutes

Present

Sarah Hickson – Vice Chair (SH)
Jo Hill – Board Member (JH)
Tracy Lanigan – Board Member/Scottish Rep (TL)
Linda St Louis – Complaints/PCP Chair (LSL)
Alex Machon – Membership (AM)
Jeanne McLaughlin – Supervisors (JMc)
Sonia Murray – Chair of Portfolio Route (SM)
Andrew O’Mahony – Lay Member (AOM)
Esther Schencks – Chair Comms and PR (ES)
Jacqui Clarke – Business Manager (JC)

Apologies

Donna Benson – Chair (DB)
Ann Greenwood – Board member/ Welsh Rep (AG)
Sandra Boyle – Board Member (SB)
Maggie Fearn - International Ambassador (MF)
Paul Kilgallon – Lay Member (PK)
Tracey Trevorrow – Office Administrator (TT)

Structure

Meeting Chair: SH/SM
Minute Taker: TL

1. Welcome and update from the Vice Chair

SH chaired the meeting in DB absence. DB could not attend for personal reasons. The board members are thinking of DB at this time.

JH and AM will have to leave the meeting slightly early due to other commitments. AOM will attend later due to other commitments.

Members of the Board welcomed and introduced themselves to Jacqui Clarke our newly appointed Business Manager. We are all delighted to have Jacqui on board. Acknowledgement given that we have been waiting for an extremely long time for a business manager. Jacqui will be a great asset to BAPT.

JC introduced herself giving board members an insight into her background and extensive work experience. In the next few weeks/months JC will contact board members by email to arrange a convenient time to have a proper discussion with them.

Action: JC will contact board members by email

- AM – Online membership renewal goes live a week on Monday. Online should make it an easier process but there may be teething problems. Membership team is made up of only 2 people TT and AM.
- LSL – We are looking for 2 new Chairs for PCP (Professional Conduct Panel)
- PSA – Sexual misconduct policy. LSL will give more information on this

EDI have identified some gaps but they are not a public protection issue. The areas we need to look at are **how we look at the demographic of service users** and **how we support complainants through the complaints process**. This information has not been shared with the board SM will send the information to the board.

Action: SM to share the information by email re what area's we need to look at for PSA.

2. Professional Conduct/Complaints

Report received. Advice given to two members as documented in the report.

- Member asking for advice regarding a parent possibly engaging in a sexual act while on an online meeting with the BAPT member. This has now been reported to Children's Social Care Services. The case is open to CSC. Advice given that the member should not meet with the parent again online or in person.
- A Scottish member asking where BAPT stands in relation to progressing play therapy with the consent of only one parent when both parents have parental rights and responsibilities. The member took advice from The Child Law Centre in Edinburgh. LSL highlighted a gap in understanding/learning regarding consent. Members need to make sure they document why they have not gained consent from one parent. It is apparent that we need to be aware of the law for all nations as Scottish law differs from English law. Clarity is needed for Welsh Law.
- The Board felt that we need to educate members on this and look at what is being taught on the PT courses. We could look at recording CPD sessions. Other issues that come up regularly are play therapy session notes, confidentiality, parental rights, report writing and court. LSL is wondering why we are getting so many queries regarding these issues.

Action: LSL will email the Board the information received from the Scottish member regarding Scottish law around consent. If any other clarity is needed re Scottish law JMCL will investigate this further.

The board will ask if AG could find out about parental consent in Wales (Welsh law).

SM will approach Barbara to create training around this. BAPT would commission Barbara to create the training.

LSL happy to see the PCP lay members voluntary role and PCP Chair X2 job adverts on the website and on social media. Barbara would like to do PCP training for lay members (conduct procedures). LSL attended PSA training on sexual misconduct with other members of PCP. LSL advised that PSA will be looking for a sexual misconduct policy in the future. This is something we will need to look at. SM will add this to our strategic plan and it will be discussed at our away day. Need to look at procedures if a member was to take legal action against BAPT.

LSL will be unavailable from the 19th of September until the 7th October she will pick anything up on her return.

The board thanked LSL and she left the meeting.

Action: SM add Sexual misconduct policy to our strategic plan and add to agenda for away day.

AOB arrived at the meeting

3. Membership Committee

Keith, Esther, Tracey and Alex have been working hard on the online renewal system. It goes live on the 16th of September. We need board members to trial this before it goes live using the link that was emailed out to the board members. It asks for safeguarding confirmation of training (within 3 years) to be uploaded along with Insurance. PVG/DBS and supervision hours. TT and JH will get alerted when a member renews using the online form. As we have 600 members this is going to generate a lot of work for TT and AM as each form will need checked. AM stressed the need for more members to be on the membership committee.

Action: AM will resend the email with the link for board members to renew and board members to renew before it goes live

The connection with DBS will make it easier for members in England

Offer Training – CPD – Newly qualified members webinars is on the strategic plan to be looked at in the near future

TL asked if the course director at With Kids/QMU had been notified about student membership being mandatory and not encouraged as stated in the MSc handbook. TL is due to speak with the new cohort of MSc students on the 2nd of October and wants to be clear on this matter.

Mandatory student membership had been communicated on the information that was emailed to members regarding supervision hours, but the board were unaware of any direct communication with the course directors/With Kids/QMU. As students have now returned this requires immediate action. It appears that this issue has only occurred with the MSc With Kids/QMU course. All other courses state that student membership is mandatory.

Action: JM will draft a statement by the end of next week. This will be agreed by the board then shared with the course director on the MSc With kids/QMU course and uploaded to the website.

AM left the meeting at 11.05

SM advised that there is a pro forma for Sub Committees she will email out for all Board members to see

Action: SM will email out pro forma to board members

Break

4. PR and communications

Esther thanked everyone for their quick response regarding the tragic events in Stockport. A disaster response was drafted, agreed and posted on social media/website.

Esther would like to update this statement and put it on the resources page. Focus has been on the memberships but now that membership renewals is up and running Keith will be looking at other areas of the website. All agreed that the statement will be updated and uploaded to resources page.

Action: Esther will update disaster response and move to resources.

5. T and E

As there was no T and E representative today SM spoke briefly about an issue that had come up with a student. T and E had brought this to the Board. The student has an ongoing health issue and cannot practice play therapy in person but wished to continue her studies as a play therapist. This issue came under the remit of exceptional circumstances. The university has supported the student, and SM has been commissioned to offer training regarding online therapy. There is a need for BAPT to have a document/policy regarding exceptional circumstances and as the university has put things in place for this student it would be good to get a summary of what was put in place then BAPT can look at it and adapt as a policy for exceptional circumstances.

Action: SM to speak to the University and get a summary of what was put in place and bring it back to the board

6. Finance

SM suggested that we have a yearly budget. This is something that can be looked at now we have JC on board

7. Conference

Update for SM – ES and SM visited the venue. Very central, lovely venue and extremely friendly staff. The book stall will be coming, and a speaker will have a table to sell their book, BAPT toy shop will also have a stall. As there is limited space for stalls no other stalls can attend on the day. SM will contact the other interested book stall and advise that there is no capacity for their stall.

The workshops are nearly all booked. 127 tickets sold so far. Some are coming just for one day of the conference. The networking drinks event has been booked. Many members enjoy this networking time as during the course of the conference there is little time to network and catch up with others.

SM had received a request for slides to be sent out to members if they cannot attend in person. TL had received requests from members unable to attend the conference this year due to the distance/cost for the conference to be recorded. Discussion around this not being financially viable. Videoing the conference has a huge financial implication in excess of £15K. A member had asked if the presentations slides could be sent out. The Board discussed this, and all agreed this was not a viable option as there is a need to hear the speaker's presentation and discussion that goes along with the slides. JMcL informed the Board that PTUK are having an online Conference on the 23rd of November the same date as ours. It has just been released.

Aston has been provisionally booked for 2025. The conference takes a long time to organise therefore all agreed that we would go for Aston in 2025 and look to the possibility of regional conferences from 2026, but this will require involvement from the members. TL raised the issue of some members being unable to travel on a Friday/Saturday due to religious reasons. All requests/suggestions regarding the conference from members are looked at and explored thoroughly but it has to be financially viable and suit the majority of members while trying not to discriminate. It is up to each individual member to find suitable CPD opportunities if they cannot attend the conference. The Conference should be added to the strategic plan and CPD will be looked at the next away day and added to the plan.

SM advised that we have nearly completed everything on the strategic plan 2024-2027. We should let members know what we have achieved, this should be added to the newsletter. SM asked if everyone could try and send her a book review (Child or adult review) or an activity, self-care idea. JC was asked to do a short Bio to be added to the Website and Newsletter.

Action: JC to complete a short Bio and Board members send SM book review. SM will add to the newsletter.

8. International Update

MF report received and read by the Board. In MF absence SH gave an update. It is evident that BAPT are way ahead and stand up very well globally. MF and SH are working very hard representing BAPT internationally. Child Therapy Ireland - Ireland revalidation. SM will send a link.

9. Supervision

JMcL – The changes to supervision hours caused a bit of a flurry but it appears to have settled down now, but we are aware that many English members are just returning to work after the holidays so there might be more queries coming in. Discussion around the issues that have been raised by members. Most PT working in an organisation will receive group supervision as well as individual supervision and some feel that the increase in hours is not required and or unmanageable especially if they are very experienced therapists and seeing 16 children per week. It was highlighted that there is an increase in the complexity of cases due to CAMHS waiting lists, cutbacks in education, social work and Health. The supervision document has been reviewed. Proposed changes to blend two categories together with a minimum/maximum amount of supervision requirement in a month. For example: 11 – 16 children = 1.5 – 2 hours per month supervision.

It was noted that Clinical supervisors have a responsibility to advise how many supervision hours a play therapist should have taking into consideration the complexity of cases. The individual play therapist has a responsibility in this too. All agreed that members would strive for the higher end of the category/hours if working with more complex cases.

Question - what is the classification for a NQPT - A NQPT is a play therapist that is in their first year of working as play therapist after graduation.

SM advised that the changes should be shared with members via a news bulletin and email advising them that we have listened to what they are saying and revised the Supervision document accordingly.

12.30 JH left the meeting

Action: JMcL will review the Supervision document, make the changes as discussed/agreed today and send to board members. This new information will then be emailed to members.

A PTUK Supervisor has recently been offered the position of course director on a BAPT accredited course. The new employee has until the end of November to submit her portfolio converting from PTUK to BAPT. JMCL will support her with this. JMCL will feedback to Tracie Faa Thompson.

JMCL has spoken to Simon Kerr Edwards re his supervision training. He is reviewing it and will be in contact. It is the view that he will keep his name on the training, but BAPT will have to add bits to the training. JMCL, SH and SM all expressed interest in being trained to deliver this training. Simon would talk the trainers through the training and possibly mentor them.

A student member has been in contact regarding joining the Children & Young People's Mental Health coalition. PTUK have recently joined. It is free to sign up and would be a good way to raise our profile and be part of consultations/ working groups. JMCL happy to join and support the student who is really interested in supporting BAPT in this area. TT will complete the application form on her return, JC will email our interest as closing date is imminent. SM - lobbying parliament/government to be added to strategic plan.

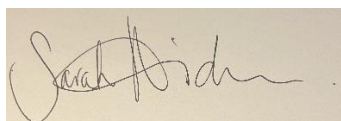
Action: JC note our interest with the Children & Young People's Mental Health Coalition. TT Complete application form ASAP. JMCL feedback to TFT. SM - lobbying parliament/government to be added to strategic plan.

Discussion around dates for 2025 Board meetings postponed until next meeting. Next meeting 5th of October.

SH thanked everyone for attending the meeting.

There being no further business the Meeting ended at 12.30pm

Signed:

A rectangular box containing a handwritten signature in cursive script, which appears to read 'Sarah Hickson'.

Name of Vice Chair: Sarah Hickson

Date: 5th October 2024