

BRITISH ASSOCIATION OF PLAY THERAPISTS

MEETING OF BOARD OF DIRECTORS

Via Zoom

Saturday 22nd June 2024, 10.00 am

Minutes

Present

Donna Benson – Chair (DB)
Sandra Boyle – Board Member (SB)
Maggie Fearn - International Ambassador (MF)
Paul Kilgallon – Lay Member (PK)
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)

In Attendance

Tracey Trevorrow – Office Administrator (TT)

Apologies

Ann Greenwood – Board member/ Welsh Rep (AG)
Sarah Hickson – Vice Chair (SH)
Jo Hill – Board Member (JH)
Tracy Lanigan – Board Member/Scottish Rep (TL)
Linda St Louis – Complaints/PCP Chair (LSL)

Structure

Meeting Chair: DB/SM

Minute Taker: TT

1. Welcome from the Chair and Minutes

Due to personal reasons, SM chaired the meeting but DB remained in attendance.

Approve Minutes

- EMDR - have not met up yet so still outstanding.
- Derby University meeting is still outstanding – Tracie Faa-Thompson has been in touch with them to try and arrange a meeting.
- SM to chase Bruce Perry as he has not replied to her message.
- PSA - There hasn't been a meeting and there may not be one until October. DB will email Chair instead about PayScales.

- SM – the Board is to direct the sub committees to set up the team day with the University course leaders. They then need to present how they are doing and what they want us to do. Their plans must link to the Business Plan – this must happen before September. PK said that it should be done in June time due to assessments currently taking place.

Action: SB to take the recommendation of a team meeting to the next T&E Meeting on the 2nd May

- ES advised that she has found the policies and will update them and remove the old versions.
SM said that all Board Members should have access to Sharepoint. TT to check with Keba Computers.

Action: TT to contact Keba Computers regarding Sharepoint

- TT advised the Board of a Company she has found who offer a Digital ID service which would allow BAPT to help its members apply for DBSs.

Action: TT to see if there are any other companies offering this service

Action: TT to email Board Minutes in between meetings as well as once they are issued to ensure they are being actioned

The Minutes having been addressed; they were duly agreed by the Board.

1. Update from the Chair

- **PSA**

DB met with Dan, the accreditation officer at PSA, with regards to some of the conditions connected to our accreditation – the whole document was gone through. ES was called to a meeting as most of the conditions could be mitigated by updating the website.

One condition that needs to be addressed is “Is BAPT aware if there are any sanctions/complaints not connected to the Play Therapy role”. LSL is aware of one such case but is waiting for legal guidance. This will also impact on the application form as we need to ask about any sanctions outside of Play Therapy.

The PSA has not, as yet, published its updated accreditation outcome and is aware that BAPT is actively looking at an outstanding condition so there are no concerns. The PCP policy may be given 6 months to finalise. Dan will state on the conditions that BAPT has provided information, that the condition has been met.

The next annual check is in February and is about a quarter of the work.

Action: TT to add PSA annual check to the September Board agenda.

- **Professional Conduct/Complaints**

DB and LSL met with Shirley Fenwick who is now going to join the PCP team as a Lay Member.

Chair of PCP – there is a need to be equitable and transparent and we need more Lay Members. We will therefore put the roles on BAPT's website and social media to attract more people. LSL has written both JDs (sent to the Board prior to the meeting).

Action: DB/SM to review the JDs before uploading/sending out.

Action: Once Approved, ES to send out on social media and upload onto the website.

Barbara Mitchels also emailed LSL asking if she could look at BAPT's Professional Conduct Policy as a template for using for another organisation – it was agreed that she could.

- **Finance**

We have appointed a Business Manager (BM). We had a good cohort of candidates and Jacqui starts on the 2nd July. She has worked for local authorities in the South East, has experience running charities, dealing with many different stakeholders, including Board members. We are very excited about her joining as she will make a huge difference. Payroll has been set up and her contract of employment has been sent to her. There is a finance meeting next week and her tasks will be looked at during that meeting.

Finance reports were sent out prior to the meeting.

HSBC has been contacted as the revised mandate is still not showing on BAPT's accounts on their website. We have made a formal complaint to HSBC as this whole process has been unacceptable – we have so far received £110 in compensation. DB is going to go the bank on Tuesday to go over the mandate as we also need to add Jacqui to it. SM advised that the BM will look at the budgets and go over these with the Finance Committee.

2. Membership Renewals

AM had no further update since the AGM. She has looked at the application forms on the new website, but now need to add the new sanctions requirement. AM asked if the BM would help with renewals. SM said that the new system will address a lot of the concerns, but the BM does need an overview of how renewals work. Student numbers have dropped. PK advised that this was talked about at the T&E meeting that it should be mandatory – SB will talk about this later in the meeting.

SM advised that we have received two Portfolio applications. One is still outstanding as more information is required. MF and Lisa Gordon Clark (LGC) reviewed this application and it was sent back with feedback on what was required, but we've not heard from the applicant. The previous rejected applicant decided not to pursue membership.

3. Supervisors

Supervisors report was sent to the Board prior to the meeting.

The new committee met on Wednesday 19th June. An email was received from Elise, course Director at Roehampton University, because three students cannot find a BAPT Approved Supervisor[®] within a reasonable geographical location so cannot commit to the

50/50 online/face to face supervision requirement. One student is in London but not sure where she has looked, as some students drive 1.5hours to get supervision. One student is rural. If they really can't find a supervisor, then they will consider online. JMc asked the Board what they think.

SM said that supervision needs to be face to face.
SB agreed and stated that everyone has had to do it.

JMc said that if they are absolutely not able to find one locally, then they could arrange to meet up at least once per term.

DB questioned what if it is not a good relationship.

PK said that good supervision is very important.

SM mentioned about buying SKEs course. JMc said that she has been in contact with him but has not heard from him – she would like to invite him to the next supervisors meeting.

PK asked what is involved in becoming a supervisor.

JMc confirmed that they need to be qualified for at least 3 years with 300 supervised clinical hours of work.

A discussion then followed around supervisors and the lack of them.

MF said that we need to differentiate supervising post qualified play therapists and students as student supervision is more complex. It is very important to get the training course and support those doing the training. DB agreed to have mentors and to get hold of the training. JMc said that when she is back in August she will pick it up again with SKE. At the moment, we are not insisting on training before approval to becoming a supervisor, but it must be done during the first year. If they are really experienced Play Therapist (10-15yrs) then we can approve them to work with students. PK confirmed that this makes sense especially with the possibility of two new universities taking on the course and needing supervisors. JMc said that she does not want the universities to hook onto online supervision and this become the norm.

JMc asked if her suggestions can be put to Elise.

MF asked about group supervision, as this would benefit learning from peers being supervised. The university can suggest looking at group supervision as a way round current problem. SM said that the first year is in house group supervision – the second year now needs external supervision. The university has changed its format, not BAPT. MF said that we could let the supervisors know that on this situation they can do group supervision, but all universities are given the same option. DB said that it doesn't feel safe as a student.

A discussion followed around group supervision.

SM/JMc agreed to put a webinar together around supervision. They agreed to meet but it won't be until August/September as JMc is away for 5 weeks. JMc agreed to put some words together to send out in an email to members. ES can embed the webinar into the website. JMc said that she can record it and send it to ES and will send information to SM.

Action: JMc/SM to arrange webinar and email to members. ES to embed webinar into the website.

The Board agreed on this occasion that JMc could send Elise her suggestions but Elise needs to find out more information on why the students cannot find supervision or travel. JMc will change the suggestion of meeting the supervisor from once per term to once a month instead. This was also agreed to be a temporary measure and that the students must continue to try to seek face to face supervision.

SM also said that it would be good if the course conveners meet on the Friday morning before the Conference.

JMc said that her second point to bring to the Board concerned the hours of supervision. JMc shared the table of current supervision and proposed changes (which had also been sent to the Board prior to the meeting). JMc said that it used to be 24 hours of supervision but term time had not been taken into consideration. The suggestions are minimum requirements.

Action: JMc will send TT and ES revised table for updating the supervisor documents and the website.

DB said that she is attending the recall day on Thursday at USW. Clare suggested that DB speaks about supervision so will talk about these changes then.

The Board had a break at 11.25 and reconvened at 11.40.

4. PR & Comms

ES didn't have much to add to the Report that had been sent to the Board prior to the meeting.

As mentioned earlier, the PSA requirements involved adding an org chart onto the website. The outstanding requirement is that all Trustees need to send a photo and short profile about themselves for the website. AOM/PK to state why they chose to be on the Board. TT confirmed that she has only received three so far. DB confirmed that AG is stepping down from the Board and Wales Rep so we need to find a new one.

Action: TT to send ES those that she has already received.

Action: Everyone to send their details for the website to TT by Friday 28th June.

A new page on the website has been created which will have all of the Professional Conduct information. The complaints process will also be included. The Register/Find a Therapist links back to this page if anyone has any sanctions – and the search function will not be available.

CRM update was included in the report. Application forms are nearly complete and each one needs fully testing. The admin area for the application form also needs testing. SM asked if we some testers. ES said we do and that the applications can be tested.

AOM joined the meeting at 11.55.

ES/AM/TT to meet with Keith regarding testing the applications. Meeting will have to be around 6pm one evening.

Action: TT to arrange meeting with Keith.

Making the main website pages editable has stage one complete.

5. Training & Education

SB said that she has two questions for the Board. TL met with the University course directors on the 24th May. Roehampton MA courses have 180 credits, Elise was concerned but the new format is from 2025. Reaccreditation of their course is going to take place on either the 8th or 18th October. They do not have family module.

USW is doing well and nothing to report.

SH said that she would speak to the Uni Reps – is she still willing to do this.

If all students are to be BAPT members then we need a statement from BAPT confirming this.

SM said that all students should be BAPT members and all three universities should be insisting on this.

Action: SM will put some wording/statement together around Students having to be BAPT members and will pass it by DB/SH.

Action: ES said that she will add the wording to the qualification page on the website.

SM said that the Business Plan looks at the current course criteria that has not been reviewed since 2016. Does this still meet current needs?

DB said that she has had a conversation with LSL around sanctions/disciplinary as at the moment there is no pre-requisite for universities to let us know about students – but potentially we need to know. PK said that if the university is managing it and they qualify do we need to know and take on the responsibility. They should not pass the course if they are not following BAPT's Code of Ethics. JMC advised that universities have a different view point on students so may not follow our ethical guidelines as Play Therapists practicing as opposed to being a student. SM said that Barbara may be able to help with this.

A discussion followed around competencies, university expectations and BAPT expectations.

PK left the meeting at 12.15.

6. Scottish Rep

Sorry to say goodbye to Kath Cassidy. TL spoke with Fiona Evans and they are looking at doing something online in September with regards to meeting the students.

The only other concern raised was around student membership but this has been addressed.

7. International Update

There was a request from the IC-PTA task force for Play Therapy and Therapeutic Play statements. MF/SM/SH/LGC put a statement together that was sent out to the Board prior to the meeting for their review, consideration and approval.

SM advised that the PSA say we have to be transparent and crystal clear to the public and international consensus is to take the definitions forward internationally.

A discussion followed around the statement content and wording.

Action: SM/MF will finalise the statement and resend it to the Board for approval – this will need to be received back by the evening of Monday 24th June.

AM left the meeting at 12.35.

Action: ES will add the statement to the website under “What is Play Therapy”.

Action: SH can also raise this statement with Monica.

8. Lay Members

AOM had nothing he wanted to add.

9. AOB

• Conference

ES has found a venue in Milton Keynes that is cheaper than Aston.

Lorri Yasenik will run a Friday Masterclass workshop and Keynote on the Saturday.

Tim Woodward may also run a Friday Master and Keynote.

SH/Judi Parsons will run a workshop

Theme for the Conference is Therapeutic Somatic.

Details will be on the website once everything has been finalised. SM will take the budget to the Finance Committee for approval.

The date of the Conference is the 22nd/23rd November. The venue is near the M1, main train station is a 10 minute walk away, close to Birmingham and Luton airports, there are cheaper hotels nearby for people to stay.

Action: ES to update save the date of the conference on the website.

Board members attend free of cost and can claim their travel expenses.

Next year onwards, we can look at a committee. Now we have a BM they will be involved, and she can have a team to help. Can also look at moving the Conference around the country next year as well.

It was mentioned that at last year's conference a raffle prize was to stay at Aston for free during the conference. SM confirmed that the prize was in fact go to Birmingham anytime and have free accommodation at Aston.

There will be a raffle again, so if anyone has any gifts please let SM know.

There will not be a dinner on the Friday evening but a drinks & nibbles networking event from around 5.30 to 7pm. Attendees can then go out or stay at the hotel for

dinner – there are many restaurants nearby. There will be a Board dinner at the hotel.

Action: SM to look at booking the Board dinner.

- **Membership Fees**

Fees have not been raised since before COVID. Due to current touch times, it has been agreed not to raise fees for the membership year 2024-25.

- **BAPT Patron**

SM advised that Floella Benjamin has just been a name in the background since 2002/3. She was happy to be BAPT's Patron but at the time would not promote BAPT or Play Therapy. SM does not think that anyone has been in touch with Floella since. Jacqueline Wilson said that Tracy Beaker would have benefitted from Play Therapy, so at one point we had her picture on our website. MF asked if Graham Music would be worth approaching – SM said he is not big enough. MF said we need someone who will stick up for us. AM asked if Fatima Whitbread would be good as she is VP of Barnardo's. DB said she thought about her as well.

Action: SM is happy to explore both Floella and Fatima with regards to being BAPT's Patron.

DB thanked the Board for their attendance at the AGM.

There being no further business the Meeting ended at 12:55pm

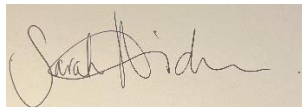
1) **Dates for next Board Meetings**

7th September

5th October

16th November

Signed:



Name of Vice Chair: Sarah Hickson

Date: 7th September 2024