

Schools Forum Meeting Agenda

Thursday, 12 October 2017 at 9.00 am
to be held in Mezzanine Room 3 - Tor Hill House, Union Street, Torquay, TQ2 5QW

Membership

Roger Hughes (*Chair & Primary Maintained Head*)
Stewart Biddles (*Primary Maintained head*)
Maurice Codd (*Primary Maintained Governor*)
Dan Hallam (*Post 16*)
Adam Morris (*Primary Maintained Head*)
Lindsey Kings (*Secondary Academy Deputy
Head*)

Mike Lock (*Vice Chair & Special Academy Head*)
Daneian Rees (*Secondary Maintained Head*)
Clive Star (*Secondary Academy Governor*)
Jan Chopping (*Secondary Academy Governor*)
Jim Piper (*Primary Academy Head*)
Steven Hulme (*PRU Head*)

1. **Apologies/Changes to Membership**
2. **Election of Chair**
3. **Election of Vice Chair**
4. **Minutes of the last meeting** (Pages 3 - 6)
5. **Matters arising** (Pages 7 - 13)
Revision of Standing Orders
6. **Annual Report on High Cost Placements** (Pages 14 - 17)
Dorothy Hadleigh to present.
7. **Financial Report** (Pages 18 - 29)
8. **Update on National Fair Funding** (Pages 30 - 31)
9. **Verbal update on recruitment of Head of Service for
Vulnerable Pupils**
10. **Report from Post 16 Working Party** (Pages 32 - 37)
11. **Report on Sexual Identity and Orientation Project** (Pages 38 - 40)

For information relating to this meeting or to request a copy in another format or
language please contact:

**Mike Freeman, Schools Forum Clerk on 01803 208261 or
Michael.freeman@torbay.gov.uk**

12. Items for next meeting

Written Report on TESS

Written Report on IOSS

Written Report on Autism Project

Report on Audit of Schools Forum

13. Future meeting dates

Thursday 30th November, 09:00 Mezz 3 Tor Hill House

Thursday 18th January, 09:00 Mezz 3 Tor Hill House

Thursday 8th March, 09:00 Mezz 3 Tor Hill House



Minutes of the Schools Forum

29 June 2017

-: Present :-

Roger Hughes (Chairman), **Mike Lock** (Vice-Chair) **Adam Morris** (Primary Maintained Head), **Claire Shiers** (replacement for Stewart Biddles, Primary Academy Head), **Lindsey Kings** (Secondary Academy Head), **Daneian Rees** (Secondary Maintained Head), **Tim Stephens** (Early Years), **Dan Hallam** (Post 16), **Jan Chopping** (Secondary Academy Governor) and **Maurice Codd** (Primary Maintained Governor)

Andy Dempsey (Director Of Children's Services), **Rachael Williams** (Head of Education, Learning and Skills), **Rob Parr** (Principal Accountant) and **Michael Freeman** (Clerk)

1. Apologies/Changes to Membership

Apologies were received from Clive Star and Jim Piper. Claire Shiers attended as replacement for Stewart Biddles. The Forum noted that Simon Niles is no longer a Primary Governor, and that this will be the last meeting that Tim Stephens will attend as an Early Years Representative. The Chair would like to thank Simon and Tim for their contributions.

Action – MF to begin sourcing new representatives for Early Years, PRU and Primary Governors.

2. Minutes of the meeting of the School Forum held on 9th March 2017

Minutes of the last meeting held 9th March 2017 were agreed as a true record.

3. Matters arising

The forum notes that agenda item 5 from March Forum, a report from the working party on a response to the National Fair Funding Formula, has now been circulated to schools.

4. Financial Issues

4.1 Report on 16/17 DSG out turn position

The forum was presented with an Outturn Report, written by Rachael Williams, detailing an overspend of the DSG for 2016/17. It was noted that the overspend of £834,597 is significantly more than the figure of £404,000 forecast at the March

Forum, and because of this a need to revisit the original decision in March (to manage overspends by use of the reserve funds) was needed.

Various options were discussed by members, who were in agreement that a Working Party should be set up, in order to manage the overspend, and to review funds in reserve set aside for future projects. This working party will consist of Rachael Williams, Mike Lock, Adam Morris and Rob Parr. Given the urgency of the situation, the forum agreed that the working party should make decisions on savings as necessary, without the need to report back to Forum with recommendations.

Action – Working party to convene shortly to manage overspend. Findings will be presented to Forum at next meeting in October.

4.2 Report on 17/18 DSG and forecast out turn

Predicted Outturn for the 2017/18 DSG was shared with the Forum, with a forecast overspend of £412k. Members recognise that this is due to continued national pressure on the High Needs block, coupled with a higher prevalence of EHCP requests in Torbay. It was recognised that the Local Authority has a duty to cascade this information to schools, and offer advice on what is expected by schools given the forecast. Members also agreed that more detailed forecasts of Early Years numbers should be collated, twice a term, in order to make a more accurate prediction in this area. Any issues found will be reported to members at future Forums.

Action – Rachael Williams to prepare a briefing document informing Head teachers of forecast overspend, and implications this will have on schools, to be sent out in September.

4.3 Statements/EHCP 17/18

Detailed analysis of Statementing/EHCP funding, including monthly in-year adjustments, for the years 2016/17 & 2017/18 was shared with members. The Forum notes that there is an overspend of £163,459 for the year 2016/17, and a predicted overspend of £138,739 for 2017/18.

4.4 Unallocated DSG Reserves

A breakdown of the DSG reserve was shown to members, detailing year by year underspends, the current balance of the reserve and allocated funding on future projects. The Forum notes that figures were taken at the end of the financial year 2016/17, and therefore the current balance may differ slightly. Members agreed that funding still to be allocated against the reserve should be discussed by the newly established working party, with findings brought to future Forums.

5. Update on National Fair Funding

Rachael Williams shared with members details of a speech given by Justine Greening, Education Secretary, on National Fair Funding. The Forum notes key

points from the speech, that Schools will be funded fairly and equally, and that no school will have its budget cut.

6. Update on recruitment of Head of Service for Vulnerable Pupils

Due to the recent findings on the finances of the DSG, it was felt that the Forum needed to revisit the proposed recruitment of a Head of Vulnerable Pupils. Although recognised as a difficult decision, Money for the post is centrally funded and already accounted for. It is anticipated that an appointment will reduce the demand on the system, with the expectation that it will save money in the long term. With this in mind, Members agreed that the Post is still necessary, and recruitment should go ahead as planned.

7. Report on ALFEY spending 14/15, 15/16 & 16/17

A report on ALFEY spending was shared with members, detailing the year on year increase, due to rising demand and the increasing complexity of children's needs. To moderate funding across provisions, it was agreed by members that a Funding Allocation Panel should be set up, to mirror the practices of the SEND panel, and the proposed Post 16 panel. The Forum also agreed with the decision to allocate an additional £100k to ALFEY funding, to mitigate the demand of the 30 hour entitlement that children will receive from September 2017.

An update on ALFEY Funding will presented to members in March 2018.

8. Report from Post 16 working party

Feedback from meetings of the working party was shared by Mike Lock. Discussion centred on the need to collect and analyse provider information, and trials of a data collection form are now being run at Combe Pafford. The Forum also notes that a Post 16 panel has been established. An update on the working party, including feedback from the trials and the work of the Post 16 panel, will be shared with the Forum in the October meeting.

9. Report on checks into the accuracy of 17/18 allocations

After queries from forum members at the March meeting as to the accuracy of figures in the 17/18 School Allocations, Rob Parr confirmed that figures are correct, and have been verified with the EFA.

10. Report on Sexual Identity and Orientation Project (Deferred until October 2017)

It was agreed by members that this item be deferred until the October meeting, pending evaluations from the training that has recently finished.

11. Annual Review of school representation

It is recognised that Forum membership is largely made up of Primary representatives. The Chair feels that recruiting an additional Secondary

representative to the Forum would more accurately reflect the proportion of Primary and Secondary pupils in Torbay. Members requested that this should be a Head teacher, either from an academy or maintained school.

Action - Rachael Williams will contact secondary Heads so that they can elect a new member.

12. Items for next meeting

Standing Orders – Changes to Forum membership

Post 16 working party progress report.

Report on Sexual Identity Project.

Report from the working party on managing the overspend.

13. Future meeting dates

12th October 2017, 09:00, Mezzanine 3 Tor Hill House

30th November 2017, 09:00, Mezzanine 3 Tor Hill House

18th January 2018, 09:00, Mezzanine 3 Tor Hill House

8th March, 09:00, Mezzanine 3 Tor Hill House

TORBAY SCHOOLS' FORUM

Standing Orders

October 2017 edition

DRAFT

Remit of the Torbay Schools Forum

1. By virtue of section 47A of the School Standards and Framework Act 1998 (as amended by the Education Act 2002), Torbay Council was required to establish a schools forum. These standing orders should be read in conjunction with appropriate legislation and relevant guidance.
The Schools Forum will be consulted on matters set out in the Schools Forums (England) Regulations 2012, that is:
 - Amendments to the school funding formula
 - Arrangements for the education of pupils with special educational needs
 - Arrangements for the use of pupil referral units and the education of children otherwise than at school
 - Arrangements for early years provision
 - Administrative arrangements for the allocation of central government grants paid to schools via the local authority
2. Consultation must also take place when a local authority is proposing a contract for supplies and services which is to be funded from the Schools Budget and is in excess of the EU procurement thresholds. The consultation must cover the terms of the contract at least one month prior to the issue of invitations to tender.
3. Specific delegated powers as outlined in guidance on matters such as the de-delegation of funding.

Membership of the Schools Forum

4. The majority of forum members must be "school and academy members" (see paragraph 5). Up to 33% of the forum's total membership may be appointed from other organisations.
5. School and academy members must be headteachers (or deputy headteacher or bursar elected on behalf of a headteacher) or governors. They must represent nursery, primary and secondary schools and the relative number representing each should take account of the relative numbers of pupils in those sectors. There must be representation of special schools and the PRU.

The membership of the Torbay Schools Forum will comprise 13 school members and 2 non-school members, as set out below:

School Members		
Sector	Headteacher	Governor
Primary*	3	1
Primary academy*	1	1
Secondary	1	1
Secondary academy	2	1
Special	1	0
PRU	1	0

* at least one primary school member will also be a representative with a nursery

Non-School Members

Organisation	Places available
A representative of the early years PVI sector	1
14-19 Provider	1

6. No school shall be represented by more than one person on the Forum unless it is as a result of substitution.
7. Schools members will be elected by that group according to an agreed process.
8. Academy members will be elected by the proprietary bodies of the academies in the local authority's area.
9. In relation to the non-school members, the 16-19 representative will be elected by 16-19 education providers. The early years' representatives will be appointed by the local authority after consultation with the Early Years Advisory Board.
10. If a group is unable to provide an elected representative the LA, in consultation with the chair of Schools Forum, will appoint an appropriate representative.
11. The term of office for members of the Schools Forum will be a maximum of three years, subject to their eligibility. At the end of their term of office, individuals may stand down or the group they represent may replace them. There is no limit to the number of consecutive terms of office an individual may serve, subject to their eligibility.
12. The Local Authority may end the appointment of any Forum member before the expiry of his or her term of office if the member concerned ceases to hold the office by virtue of which he or she became eligible for appointment to the Forum.
13. Any resignations must be given in writing to the Secretary of the Forum.
14. The EFA will be entitled to nominate an observer who will be entitled to attend all meetings of the Forum.

Quorum

15. The Forum will be quorate when 40% of the members (excluding vacancies) are present.
16. The Forum can continue to meet if it is not quorate, but any advice given to the Local Authority as a result of such a meeting would not have to be taken into account by the Authority.

Non-attendance at Meetings and Substitute Members

17. Any member who is unable to attend a meeting may send an eligible substitute (who

will have voting rights, as appropriate) on their behalf provided that the Secretary (or the Clerk) is notified in writing prior to the commencement of the meeting.

18. Any member who fails to attend two consecutive meetings of the Forum in a six month period may be asked to resign unless the Forum determines that the absences were authorised. This Standing Order applies even if the member has opted to send a substitute on their behalf.

Chairman and Vice-Chairman

19. The Chairman of the Forum will be elected annually from within the membership of the Forum at the first meeting of the academic year.
20. The Vice-chairman will be appointed annually from within the membership of the Forum.
21. The term of office of the Chairman and Vice-Chairman will be one year although there is no limit on the number of consecutive terms of office that an individual may serve.
22. In the absence of the Chairman at any meeting, the Vice-chairman will preside at the meeting. In the absence of the Chairman and the Vice-chairman at any meeting, a chairman for that meeting will be elected.
23. The person presiding at any meeting of the Forum may exercise any power or duty of the Chairman.
24. The Chairman and/or Vice-chairman shall cease to hold office if they resign from, or cease to be members of, the Forum. The election/appointment of a Chairman/Vice-chairman will then take place at the next meeting of the Forum.

Secretary

25. A Secretary to the Forum will be appointed from nominations from the Local Authority.

Meetings of the Forum

26. A minimum of four meetings of the Forum must be held each year.
27. The Local Authority must arrange for meetings to be held to enable the Forum to be consulted on the issues listed in the Schools Forums (England) Regulations 2012
28. Meetings of the Torbay Schools' Forum will be held in public. However, there may be occasions when it is appropriate for the Forum to consider matters without the public and the press present. The Forum may by resolution exclude the press and public if a majority of those voting on the matter consider that because of the nature of the business to be considered it is appropriate to do so.
29. In addition, the Forum may, from time-to-time, invite the attendance of people with particular expertise to meetings. These people may speak but not vote.

30. Agendas, reports and minutes of the Torbay Schools' Forum will be published on the Council's website at www.torbay.gov.uk/education/schools/schoolsforum.
31. The Secretary will convene meetings of the Forum. Whenever possible, two weeks notice of the date of meetings will be given. An agenda (together with any supporting documents) will be circulated at least five clear working days before the meeting, as far as is practicable.
32. The duration of the meetings will be a maximum of three hours unless agreed by the Forum.

Cancellation of Meetings

33. The Secretary will inform all parties concerned of the cancellation of any meetings of the Forum.

Voting

34. Unless these Standing Orders or the law provides otherwise, any matter will be decided by a simple majority of those members voting and present in the room at the time the motion was put.
35. If there are equal votes for and against, the Chairman (whether or not he or she has voted) will have a casting vote. There will be no restriction on how the Chairman chooses to exercise a casting vote.
36. The Chairman will take the vote by show of hands unless it is agreed that a secret ballot should take place, in which case the Clerk to the Forum will circulate voting slips to all members, collect and count the votes and announce the results immediately. The numbers of those voting for, against or abstaining will be recorded in the minutes.

Urgent Decisions Taken Under the Five-day Rule

37. With the agreement of the Chairperson, if an urgent decision is required and it is not practical to call a special meeting of the Forum a paper shall be circulated via email to all Members of the Forum. The circulation of the paper will trigger a period of five working days during which members can give consideration. If before the end of the five-day period any member wishes to raise an issue regarding the content of the paper they should inform the Secretary. If the issue cannot be resolved the paper will be deferred for consideration at the next meeting of the Forum. If there are no objections to the proposal(s) the paper will be deemed to be approved by the Forum on the expiration of the five working days period. All decisions taken under the five-day rule will be reported to the next available meeting of the Forum.

Record of Proceedings

38. The Secretary will provide minutes of the proceedings and decisions of the Forum. A copy of the minutes will be signed by the Chairman at the next meeting in order to approve them as a correct record.

39. The constituent members of the Forum will be responsible for disseminating the decisions and consultation of the forum to the members they represent.

Conduct of Members of the Forum

40. Members of the Schools Forum are expected to act in accordance with the seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.
41. Individual members of the Schools Forum should consider their own position in relation to the declaration of interests and, in exceptional circumstances, may feel it appropriate to declare an interest and possibly withdraw from the meeting.

Expenses

42. Members of the Forum will be eligible to re-claim travel and other expenses in accordance with Scheme of Allowances appended to these Standing Orders.

Indemnification for Members

43. The Local Authority will indemnify members against reasonable legal costs and expenses arising from recommendations made in good faith.

Standing Orders

44. A copy of the Standing Orders of the Torbay Schools Forum will be given to each member of the Forum.

TORBAY SCHOOLS FORUM

Allowances Scheme

1. Members of the Schools Forum who are Headteachers may claim any travel and subsistence allowance in line with their terms and conditions of employment
2. Members of the Schools Forum who are Governors must register as volunteers with Torbay Council in order to claim any travel and expenses allowance. The Council has no obligation to tax any payments to volunteers and does not send any returns to the Inland Revenue in this respect. Volunteers are responsible for reporting to the Inland Revenue any income which they have received that is taxable and it is recommended that they contact their local office if they have any questions.
3. Volunteers can only be reimbursed for actual expenditure and must submit a claim form including receipts (unless claiming for mileage).
4. Volunteers can claim 40p per mile for travel to and from Forum meetings.
5. An allowance of up to £5.84 per hour may be claimed by volunteers when a carer has to be engaged to enable that volunteer to attend meetings of the Schools Forum. The allowance will cover paid care for the following who live with the volunteer:
 - Children aged 15 years and under;
 - Elderly relative requiring constant care;
 - Disabled relative requiring constant care; or
 - Relative with learning disabilities requiring constant care.

The paid carer cannot be a member of the immediate family or household.

6. Any other members of Forum who are not entitled to claim under any other scheme (i.e. from the organisation they are representing) may claim travel and expenses allowances in line with paragraphs 2-5 above.
7. If there is a financial consequence to a school by a representative attending a meeting of the Torbay Schools Forum, a claim may be made under the relevant allowances scheme.

Schools Forum - 12th October 2017

Analysis of High Cost Placements October 2017

The purpose of this report is to provide a detailed analysis of the high cost placements being commissioned by the local area.

Torbay has a historically high rate of Statements/Education, Health and Care plans, and the request for assessments continues to grow. We currently have 1265 Statements/ Education, Health and Care Plans.

Since September 2014 the LA have seen a 30% rise in requests for new assessments. The percentage of requests for statutory assessment that have been refused has risen from 14% in academic year 2013-14, to 23% in 2015-16. This indicates that thresholds are being robustly applied and more work is needed to strengthen early identification and school support for learners with special educational needs.

The following table shows the new requests for statutory assessment by Academic year and the conversion rates for agreement/refusal.

	Sept 13 – Aug 14	Sept 14 – Aug 15	Sept 15 – Aug 16
Requests for Statutory Assessment	133	164	175
RSAs agreed	115 (86%)	142 (87%)	135 (77%)
RSAs refused	18 (14%)	22 (13%)	40 (23%)

The complexity of the needs of the children and young people sometimes requires specialist provision which requires access to in house placements in enhanced resource provisions and special schools within Torbay, and also accessing specialist provisions within the vicinity of Torbay/ surrounding authorities, or further afield.

Locally commissioned provisions

The provisions within the vicinity of Torbay/ surrounding authorities have grown in order to accommodate some of these pressures, however they are now operating at maximum capacity.

	January 15	January 16	January 17	Current
Combe Pafford (includes Post 16)	224	228	235	250
Mayfield (includes Post 16)	152	179	190	197
Chestnut	22	28	31	35
Brunel and Burton Academy	94	94	74	104
Preston ERP (Autism)	16	15	16	17
Brixham ERP (Autism)	16	18	18	16
St Margaret's & The Spires ERPs (Hearing Impaired)	8	7	7	9
Barton Language Unit	10	10	10	10

Bespoke Packages

In cases where there has been a need to develop bespoke packages to meet the complex needs of students, there has been a growth in the use of alternative providers. These packages range from the short term interim arrangements to long term provision as part of a bespoke package to maintain the student within an educational placement. All of these are closely monitored and reviewed on a 6 weekly basis by the SEN Casework Officer, and in some cases these are in conjunction with the student remaining on roll at a school and part attendance.

	Total No	Pre 16	Post 16	Total Cost (£)
Emma Walton Riviera Tuition	11	1	10	85,608
Eat That Frog	1	1	-	6,281
YMCA	10	7	3	57,540
Sirona Horse Therapy	4	4	-	4,797
Evolve psychotherapy	8	7	1	41,765
Adelong Outdoor Education	7	7	-	37,675
South West Intervention Services	1	1	-	12,600

Mainstream Schools have not been able to meet the needs of these students, and the L.A has been obliged to put the provision in place. This has been a growth area this last year.

Independent Placements

These placements are used in cases where no other provision within Torbay is appropriate. All options are explored prior to agreeing to this option being authorised. There has also been an increase in these during the last year.

	January 15	January 16	January 17	Current
Independent /Non Maintained Specials	34	36	31	46

Of these placements there are some provisions we are using to place a number of students within the provision.

	Total No	Total Cost (£)
Devon School (Cambian Group)	3	93,400
On Track	16	584,755
School for Inspiring Talents	6	217,165

The number of Post 16 placements once again continues to be a significant pressure – this is also a growing area of need due to changes in the legislation, and will continue to be so. In the last year a Post 16 Working Group has been formed to start to consider these issues and how outcomes and value for money judgements can be made.

POST 16		
	Total No	Total Cost (£)
Devon School (Cambian)	1	17,100
Dawlish Garden Trust	1	6,240
Eat That Frog	22	183,168
Liverpool Progressive School	1	19,986
Foxes Academy	2	46,987
Dame Hannah/ Seale Hayne	2	28,551
Oakwood Court College (Phoenix)	6	220,114
Lifeworks	1	34,229
On Track	7	114,277
Robert Owen Communities	6	52,000
ERADE	1	42,670
St Piers, Lingfield	1	29,071
WESC	2	42,710
South Devon College	100	1200,500

Joint funded placements

There are also cases where joint funding between Social Care and Education occurs. The table below shows the Educational costs for these placements.

	Total No	Total Cost (£)
Libra	6	291,666
Woodlands, Wrexham	1	28,018
Branas, North Wales	1	16,600
Aspirations	1	24,750
Willows, Somerset	1	28,678
New Horizons, Runcorn	1	40,268
Torridge Academy	1	58,000
Aurora Brambles (Beech Keys Ltd)	1	56,159

Conclusion

The complexity of need, the growing number of cases where there are mental health issues and an increase in the number of students where schools feel they can no longer meet their need are creating demand pressures. This is compounded by the local specialist provisions being at maximum capacity and a higher number of bespoke packages and out of area placements being required. In the last year the demand from all local areas has determined the costs within the market and the local authority is required to work within the sufficiency available. These factors when considered as a whole have resulted in a growth in the demand and spend of the higher needs block.

Dorothy Hadleigh

October 2017

Schools Forum - 12th October 2017

Financial Report

The following report contains a detailed breakdown of the financial position of the local area for 2017/2018. The report covers the following items

- Contextual Information and revision of DSG Financial Regulations
- Outturn position 17/18
- Contextual information regarding Early Years Block
- Contextual information regarding Higher Needs Block
- Reserve funds
- Position and Recommendations

The revised report format responds to a direct request from Forum members to be able to consider all key factors impacting on the local area allocation, prior to considering recommendations and agreeing actions.

Contextual Information

Funding for Education is split into four blocks by the Department for Education (DfE) comprising of;

1. Schools Block,
2. High Needs Block,
3. Early Years Block, and
4. Central School Services Block (allocation for the local authority's residual functions).

These blocks form the Dedicated Schools Grant (DSG).

At a local level, a Schools Forum comprising of representatives from all educational phases is required to be in place to take decisions on the potential virement of funds between these blocks and approve the detail of the local school funding formula as informed by national guidance.

The DfE confirmed that the 2017/18 Dedicated Schools Grant (DSG) for Torbay is £95.3m of which an estimated £58.5m is deducted to fund Academy Schools leaving £36.8m for maintained schools and education services.

A recent change introduced as part of the national funding formula has placed a limit on the amount of funding that the Schools Forum can vire from the Schools Block to the High Needs Block as 0.5%.

The national funding formula for schools and high needs policy document from the Department for Education states:

"We confirmed in our response to the first stage consultation that the schools block will be ring-fenced from 2018-19. This means that the vast majority of schools block funding allocated to local authorities must be passed directly to schools. But as outlined to parliament in July, local authorities will have limited flexibility to transfer funding to other areas, such as high needs, where this best matches local circumstances. Such transfers are limited to 0.5% of authorities' total schools block, and can only be made with the agreement of the schools forum".

"When seeking agreement to transfer any funding out of their schools block, local authorities will be expected to demonstrate to their schools forum that they have consulted

locally with all maintained schools and academies. Local authorities should set out clearly the reasons for the transfer and, if the transfer is to their high needs budget, how it sits with the local authority's long-term planning for provision for children and young people with SEN and disabilities. There will be a process for considering any reasonable requests for exceptions to these rules”.

Within the context of the significant demand pressures on Early Years and higher needs this is creating a potentially significant pressure upon the local authority with no obvious means of resolution.

Outturn Position 2017/2018

Dedicated Schools Grant (DSG) funded activities are currently forecast to **overspend by £1.1m.**

The following table details the areas of both over and under spend. Many of these budgets are demand led and will be monitored during 17/18 and revisions reported accordingly.

Budget Heading	Budget	Projected Spend	Over / (Under) Spend
Early Years 2, 3 & 4 yr olds	£6.m	£6.25m	£250k
Joint Funded Placements	£500k	£450k	(£50k)
Independent Special School Fees	£2.1m	£2.35m	£250k
Other packages for statemented pupils / recoupment from other authorities	£148k	£250k	£102k
School contingencies (Rates, planned pupil growth etc)	£307k	£278k	(£29k)
Statementing / EHCP in-year adjustments	£200k	£314k	£114k
Special Schools / High Needs in-year adjustments	£244k	£769k	£525k
School Intervention / Commissioning	£324k	£262k	(£62k)

The two areas of significant volatility are within the Early Years Block and Higher Needs Block. The demand led pressures in these areas are detailed below.

Early Years Overview

The local authority is required to ensure that eligible 2 year olds receive 15 hours per week and 3 and 4 year olds receive 30 hours per week of nursery provision. This is a national offer based on nationally determined eligibility criteria. Over the past two years the local authority has had to fund a greater number of children than the DfE have funded. In 17/18 the DfE initially funded 300 children for the 30 hours offer, recent eligibility checks have been conducted and resulted in 551 eligible children in Torbay taking on average 24.6hours per week. The final allocation of funding is reliant upon the January 2018 census, if the maximum number of pupils are included in the January return it is anticipated that the budget pressure for the new 30 hours scheme would be approx. **£250,000.**

In 2016/2017 the local area also experienced a growth in demand for universal 3 and 4 year old placements and 2 year old funded placements. The impact of demand against allocated funds cannot be reported until the January 2018 census, so any volatility remains unknown.

Higher Needs Overview

Alongside the Early Years pressure, Torbay also has a greater number of children requiring additional support up to and including a special school place than the funds

available in the higher needs block can meet. This demand pressure is in the great majority driven by schools requesting additional support and/or that children are assessed for an education health and care plan (EHCP). At present the projected budget pressure on the higher needs block is **£950,000**.

The demand and capacity factors driving the costs are detailed in the Annual Update of High Needs Costs and Joint Funded Places (Agenda item 6).

In addition to these placement factors there continues to be an increase in the request for additional funds above the £6,000 allocated to schools.

Statementing / Education, Health & Care Plan Funding for 16/17 & 17/18			
	16/17	17/18	Increase / (Decrease)
Number of pupils with a statement	362	373	11.00
Number of FTE's with a statement	334	353	19.00
	£	£	£
Funding below £6k allocated through school formula elements	1,914,223	2,047,279	133,056
Funding above £6k allocated as a top-up per eligible pupil	926,146	1,234,164	308,018
Statementing / EHCP Contingency	238,400	200,000	(38,400)
In-Year adjustments			
April	110,476	25,735	(84,741)
May	23,628	45,249	21,621
June	19,756	13,913	(5,843)
July	8,445	0	(8,445)
August	114,700	127,405	12,705
September	63,804	40,866	(22,938)
October	34,132	34,132	0
November	(4,951)	(4,951)	0
December	19,419	19,419	0
January	(11,636)	(11,636)	0
February	22,423	22,423	0
March	1,663	1,663	0
Total - In-Year adjustments	401,859	314,218	
Projected (underspend) / overspend	163,459	114,218	
Notes			
Based on April 17 to Sept 17 in-yr adjustments and the same allocation for the remainder of the financial year as 16/17, it is anticipated the statementing / EHCP contingency will overspend by		£114,218	

Reserve Funds

In 2016/17 the School Forum set up a working party to deal with the local area budget pressure of **£834,597**. This was managed through the use of reserves and inward investment from Children's Services for aligned priority projects. The outcome of this work was detailed in a letter sent to all schools in July 2017. (Copy attached) The reserve fund enabled forum to manage the situation without the need to impact on the central schools block.

The following table demonstrates how the reserve fund has been used and the uncommitted reserves that remain available to forum for consideration.

DSG reserve				
				Balance
				Over / (Under)
				£
Balance remaining as at end of financial year 15/16				(1,289,211)
Expenditure during 16/17				
Schools Safeguarding Social Worker (Year 3) - Mayfield School				50,000
Business Support for TESS - Mayfield School				15,000
Additional TESS funding - agreed at Schools Forum				40,000
Inspiring Equality in Education (Homophobia) - agreed at 10/3/16 Schools Forum				6,173
Improving outcomes - D Pritchard				12,206
CAMHS School Support Service				167,939
16/17 DSG overspend				834,603
Total 16/17 Expenditure				1,125,921
Balance remaining as at end of financial year 16/17				(163,290)
Vacancy saving for Head of Vulnerable Pupils (Apr - Aug 17)				(28,300)
Social care contribution towards TESS 17/18				(50,000)
Social care contribution towards TESS 18/19				(50,000)
Contribution from Troubled Families Grant - agreed by DCS				(200,000)
Total funding available in DSG reserve				(491,590)
Funding still to be allocated against the balance				
Transitional funding to enable Early Years funding rate to remain at £4 per hr for 17/18				153,900
CAMHS funding still to allocate in 17/18 (Apr - Aug 17 only)				73,000
TESS in 17/18 Financial Year				41,753
TESS in 18/19 (Apr - Aug only)				72,483
Autism until 31/12/17				66,890
Challenging Behaviour in 17/18 Financial Year				0
Challenging Behaviour in 18/19 Financial Year				54,663
Challenging Behaviour in 19/20 Financial Year (Summer Term only)				31,738
Total Funding still to be allocated against current remaining balance				494,427
Total Over / (Under) spend				2,837
Note:				
Unspent balance for Challenging Behaviour held by Watcombe Primary at 31/8/17				(65,943)
Unspent balance for TESS held by Mayfield School at end of 16/17 Financial Year				(122,415)

Position

The combined budget pressure from Early Years and Higher Needs is currently £1.1m and projected to rise further. Whilst this pressure is predominately demand led, there has been a collective recognition of the need to improve practice, with respect to managing pupils with additional needs. The only long term and sustainable solution to the higher needs pressures are to include the maximum number of children and young people within a mainstream offer.

The recent change to the national funding formula has capped the amount that can be vired from the Schools Block to the High Needs block and Early Years Block, with the agreement of the Schools Forum to 0.5% from 2018/19 onwards. This equates to approximately £364k for Torbay, from the provisional schools block allocation of £72.8m.

In response to sustained and significant reductions in government funding, Torbay Council has had to make around £69 million in savings over the last seven years, this equates to 63% of its current net budget. It is anticipated that the Council will need to make savings of around £18 million over the next three years. As such the Council is not in a position to respond to a significant pressure in the DSG, Higher Needs and Early Year's blocks.

The Local Authority recommends that the School Forum agree to vire the 0.5% permitted cap across blocks to support the budget pressure from its 2018/19 allocation. The recommendation and subsequent movement of funds would be aligned to the ambition and work that has been undertaken by the School Forum and Education Officers to impact on the culture change that is required within schools.

Even with Schools Forum agreement to vire this amount the local authority is faced with a currently known pressure of around £736k and this will rise during the financial year. By way of context, schools are likely to receive an additional £2.4m under the new national formula for 18/19, whilst the Higher Needs Block will increase by only £100k.

The Local Authority budget position does not enable the deficit to be managed at a local level, and for this reason it is recommended that the School Forum supports an application to the Secretary of State requesting that a disapplication of the regulation is applied. The % disapplication that would be needed to cover the £1m projected overspend would be 1.4%, a pressure of £1.5m would be 2% and £2m would be 2.75%.

The process of disapplication is subject to statutory consultation. This process would enable each school to make individual representation and consider the implications of such a decision on the allocated school budget. All consultation responses would be attached to the application. The application can be submitted with or without forum approval. The application for disapplication needs to be submitted by the 30th November 2017. (Attached Disapplication Request Proforma).

Recommendations

It is requested that Schools Forum;

1. Agree to the virement of funds to the cap of 0.5% (approximately £364k) from the schools block in 2018/19,
2. That the Schools Forum supports an application to the Secretary of State requesting that a disapplication of the regulation is applied for, at 1.4%.

Rachael Williams
Head of Education, Learning and Skills



School and Early Years Finance (England) Regulations Local Authority Application to Disapply Regulations Form

1 Please complete this form to formally apply to the Secretary of State for Education to disapply the School and Early Years Finance (England) Regulations. Please complete all relevant fields and return the completed form via an attachment on the [ESFA contact form](#):

When submitting this form via the ESFA contact form please ensure that you select **LA Funding Formula – Disapplication / exceptional factor request** from the drop-down list in the **2. Enquiry Details** screen

2 You may wish to include brief supporting attachments with your request such as forum minutes (if links not available) or spreadsheet calculations. Attachments should only be included as supplementary evidence and referenced in the 'details of the request' box.

3 In the 'details of request' box, you should include, where appropriate:

- What is the impact on the schools concerned?
- Do the schools benefit from the proposal?
- Will maintained schools and academies be affected in the same way?

4 In the 'Assessment of the equalities implication' box, please:

- Identify and assess the [equality] impact of the disapplication request, having due regard to the needs set out in section 149(1) of the Equality Act 2010.

Local Authority number	
Local Authority	
Funding year request relates to	
Type of request	
Which requirement in the Regulations does this request relate to?	
Number of schools affected	
Have the schools affected by this request been consulted?	
What are the views of the schools affected by this request?	
Does schools forum agree with this request?	
If yes, please provide link(s) to the minutes showing schools forum agreement	

Details of request (2,500 characters maximum)

Please note that if attached files are more than 2.5mb in size then please email them separately to academy.questions@education.gov.uk

Empty text area for details of request.

Page 24

Assessment of the equalities implication

Please note that if attached files are more than 2.5mb in size then please email them separately to academy.questions@education.gov.uk

Empty text area for assessment of the equalities implication.

Name of requestor	
Job Title	
Email address	
Date	

For Official use only

Request number	
ID	
Decision outcome	
Details of the Decision (including any conditions)	

--

Name	
Date	
Type of Notification	

if this notification type is listed as 'intention to approve' the Department will notify you when the regulations are laid.



Please reply to: Rachael Williams
Head of Learning, Education and Skills
2nd Floor North, Tor Hill House, Torbay Council,
Castle Circus, Torquay. TQ1 3DR

Telephone: 01803 208743
E-mail: rachael.williams@torbay.gov.uk
Website: www.torbay.gov.uk
Date: 20th July 2017

Dear Colleague,

I am writing to you to inform you of decisions that School Forum have been required to take to deal with a budget deficit. These difficult decisions have been taken without the need to impact on individual schools budgets.

As you will be aware, School Forum proactively work to manage the Dedicated Schools Grant (DSG) on behalf of the education sector. In 2016/2017 the budget was £90 million of which £53 million was dedicated to fund the Academy Schools, leaving £37 million for Maintained Schools and Education Services.

At the forum meeting on 29th June 2017, School Forum received the final outturn position statement for the 2016/2017 DSG. For the first time since the inception of DSG the budget has resulted in an overspend of £834,597. There were two significant factors impacting on the outturn position. The first being the demand on the higher needs block for children with Special Educational Needs and the second being the number of children taking up a statutory offer for both universal and targeted nursery placements.

The higher needs pressures have been well reported to forum; this is due to the rise in the numbers of pupils with Education Health and Care Plans and a greater amount of funding required per pupil to meet the increasing complexity of need within each plan. The second area of pressure within the early years block had not been reported to forum and could not have been foreseen ahead of the summer term headcount process. The driving factors underpinning this spend are driven by the increased number of children eligible for a nursery placement above that of those assessed through the DFE allocation process. This has resulted in the local area being required to fund an additional 211 children for the 3 and 4 year old entitlement and 182 eligible children for 2 year old funding. No actions could have been taken to mitigate against this spend as there are no discretionary factors applied within the statutory criteria. Whilst we anticipate a small funding adjustment may be received from the DFE as a result of us communicating our concerns, it is likely to be substantially less than the funding required to provide the statutory places.

To deal with the funding pressures and shortfall, School Forum were required to explore all options available, these included;

- Claw back money from schools during this financial year
- Deal with the overspend through a top slice against the per pupil funding allocation next year
- Revisit the DSG funding previously allocated to the Vulnerable Pupils Projects and cease some activity

To protect the central schools budgets, the third option was agreed unanimously by Forum and the group delegated the task of reviewing the longevity of all the projects to Rachael Williams, Mike Lock, Adam Morris and Mark Eager.

As members of the Vulnerable Pupils Steering Group, these representatives were well placed to understand the work of each of the project areas and the attached commitments. After very detailed analysis and careful consideration the group took the decisions listed below. All decisions taken were in the context of the budget available, with a focus on maximising the impact on the most vulnerable pupils for the benefit of the local area.

Torbay Education Safeguarding Service (TESS)

The service is well regarded by schools and provides a good platform for shared work in relation to improving the dialogue and practice standards between statutory social care and schools. Due to additional investment by Torbay Children's Services, there will be no change to the TESS Service. This service will continue to be offered until August 2018 when the original funding was due to cease.

The investment provided by Children's services will continue to ensure there is capacity to drive forward the improvement work being monitored by John Coughlan as our Commissioner on behalf of the Department for Education.

Autism Champions

The work of the group was predominantly focussed on improving the practitioner knowledge of Autism within the education sector. The aim of this project has been met through the upskilling of staff and training. In order to maximise the impact of the work to date, the decision taken is:

- The 1st Cohort of Autism Champions will continue to receive their TLR payments until 31st December 2017
- The TLR offered to the 2nd Cohort of Champions will no longer be available. Schools affected by this decision will need to take the necessary actions to mitigate against internal issues i.e. timetabling and cover arrangements.

The local authority will also work in partnership with Brixham College to ensure a regular networking opportunity remains for the trained champions to ensure the newly gained knowledge is not lost.

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Challenging Behaviour – Intensive Outreach Support Service

Through my representation to the Director of Children's Services it has been agreed by Andy Dempsey that the Intensive Outreach Support Service will be continued until August 2019. This service will be secured by the use of investment from the Troubled Families Programme, with the staffing being sustained at two full time workers. The workers will need to work with families that are aligned to the troubled family programme; to ensure that the investment from Children's services is valid.

School Forum recognises that the investment in intensive outreach support can have a positive impact on reducing the spend on expensive alternative packages. For this reason, forum need to continue to review the evidence of this service with the view that a 'spend to save' option could be achievable through the higher needs block in the future.

Family Support Network

The Family Support Network is valued by schools and has been well facilitated through a joint approach from South West Family Values and Public Health. The Local Authority will continue to work with these partners to ensure a sustainable network is provided.

Signs of Safety

The Signs of Safety training commissioned for all education providers will continue and the costs will be absorbed by the Local Authority school improvement budget.

STITCH

Unfortunately a difficult decision was taken to withdraw the funding allocated to STITCH. This project although considered to be highly worthwhile could not be prioritised above the services listed above. We will continue to work with Debbie Pritchard as the project lead and the identified partner agencies to explore all options for an alternative funding method.

Central Co-Ordination

During the implementation of the vulnerable pupil's projects, the local area has benefitted from the external consultancy support of Debbie Pritchard. Debbie has worked with the sector to identify the priorities. Due to the budget savings required it is felt that we cannot continue to engage consultancy support from Debbie. We hold the work that Debbie has achieved in high regard and we will ensure that sufficient notice is provided to ensure that all work can be concluded to a satisfactory level. I am sure you would wish to join me in thanking Debbie for the expertise she has provided.

The services that are remaining are well established and have governing arrangements within existing organised groups/meetings that will enable sustainability without the need for external consultation support.

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The prioritisation of resources is not a reflection that the group underestimates the significant value and benefit of all other work areas. The work achieved to date has been achieved through the hard work, dedication and often “goodwill” of a number of headteachers, senior leaders, teachers and officers. The legacy of this group is the continuation of the vast majority of services for the benefit of pupils. I know you would want to join me in thanking all contributors.

The description above represents a difficult and complex set of decisions that have been carefully considered. The additional inward investment from Children’s Services has resulted in the majority of face to face services being retained. The allocation of resource by the Director of Children’s Services, has been carefully aligned to the wider improvement journey of the department and has been provided in recognition of the additional capacity required within the education sector to manage an increasing complex group of pupils.

In taking these decisions on behalf of School Forum, the group were mindful of the continuing pressure that exists within this year’s DSG budget. The projected outturn of the higher needs block continues to demonstrate that there will be a significant overspend. Early projections indicate that the pressure in higher needs could be in excess of £400k. The pressure on the number of early years’ pupils requiring a provision is not yet understood and could add risk to the budget.

The decisions taken by the group, although challenging, have resulted in no legacy issues being passed to the following year. The Forum will be challenged to take equally hard decisions on behalf of all schools, with no ability to manage through a reserve fund. It is only through the pooling of expertise and the creation of a proactive preventative approach that we will be able to begin to address the needs within the local area.

Kindest regards

Rachael Williams (On behalf of School Forum)



Head of Education, Learning and Skills

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If you require this in a different format or language, please contact me.

Schools Forum - 12th October 2017

National Fair Funding Formula Update

The following report provides a summary of the National Funding Formula Proposals from the Department for Education for 18/19 and beyond. The key messages included in the statement provided are:

- Torbay local area will benefit from an increased allocation of £2,477,000 (18/19) and £2,050,000 in (19/20)
- Provisional increases / decreases in allocations for Schools Block, High Needs and Central Schools Block for 18/19 & 19/20 are:

Schools Block	18/19 increase of £2.4m	19/20 increase of £2
High Needs	18/19 increase of £100k	19/20 increase of £72k
Central Schools Block	18/19 decrease of £23k	19/20 decrease of £22k

- The proposal sets out the implementation of a National Funding Formula from 2018/19 (soft formula) with LA's being able to distribute funding for 18/19 and 19/20 based on a local formula and from 2020/21 (hard formula), based on the NFF unit values. LA's can work towards or fully implement the NFF unit values from 18/19 after discussion with their Schools Forum.
- From 2018/19 there will be a cap on the movement of funding between blocks, such virements are limited to 0.5% of the schools block funding, for Torbay this is £364k and should be made with the agreement of Schools Forum.
- For any transfer of funding beyond the 0.5%, a disapplication process must be followed and submitted to the Secretary of State by 30/11/17. This would require a full consultation with schools outlining the issues and reason for the request, as well as the LA's strategic financial plan to bring expenditure within required levels.
- The high needs, early years and central schools block are not subject to limits on transfers of funding.
- The minimum funding guarantee (MFG) will continue, but LA's will now have the flexibility to set a local MFG between 0% and minus 1.5% per pupil.
- DfE will provide LA's with Oct 17 census data in mid Dec 17, the 18/19 allocations will be calculated using this data.
- The deadline for the LA to provide 18/19 funding allocations to individual schools is 28/2/18, although in previous years we have always provided these in the final week of January.
- The pupil premium plus rate for Looked-after-children is increasing from £1,900 to £2,300.

Recommendations

The revised proposals from government provide an opportunity to schools forum to adopt the hard formula from 18/19 or continue to utilise a soft formula arrangement including the opportunity to apply local weightings.

It is requested that Schools Forum:

*Establish a task and finish group to work with Local Authority Officers to set out the distribution of funding (soft formula) for 18/19 and 19/20 and consider the movement to the hard formula arrangement.

Rob Parr
Principal Accountant
Children's Services Finance

Schools Forum 12th October 2017

Post 16 Working Party Progress Report

Context

The Children and Families Act 2014 introduced significant changes in policy for children with special education needs and disabilities (SEND). The new system extends the rights and protections to children and young people by introducing streamlined, integrated education, health and care plans, extending provision from birth to 25 years of age. The reforms that came into force in September 2014 have been systematically introduced at a local level through close work with the NHS, Schools and Post 16 settings.

Torbay has a high proportion of children and young people with Statements of Special Educational Needs/ Educational Health and Care Plans. This equates to 4.4% of the pupil population compared to 2.9% nationally. In addition the new duty has resulted in a rise of requests for an EHCP.

School Forum have discussed the challenges faced by Torbay in meeting the demands placed on the Higher Needs Block. These arise in the main from the increased number of requests for assessment of children and young people and the increasing complexity of needs of some children. A key area of increased demand has been for assessment and on-going support for post 16 youngsters.

To address some of the key challenges School Forum requested that a working part was established to measure the effectiveness of post 16 packages for pupils with Special Educational Needs.

This is the third report of the group.

Progress Report

The group met on the 29th June and 29th September 2017

Group Membership

- Mike Lock Headteacher Combe Pafford
- Dan Hallam Assistant Principal – South Devon College
- John Demeger South Devon College
- Debbie Main Ex Headteacher Roselands
- Dorothy Hadleigh Head of Service SEND (LA)
- Matthew Gifford SEND Reforms Project Manager (LA)
- Rachael Williams Head of Education, Learning and Skills (LA)

The work group have continued to focus on the process needed to collect and analyse provider information to ensure that the commissioned places are providing value for money.

In September 2017, the Local Authority issued a letter to all post 16 providers detailing expectations and completion dates.

The expectations are:

- All providers will return a financial monitoring report. (attached)
- All providers will return an individual pathway plan detailing the achievements to date for each learner and the anticipated outcomes for the year. (attached)

It is expected that all providers will return the initial information by the 20th October 2017. The working party has agreed to meet and review the returns, this initial information will provide intelligence for the SEN casework officers to challenge individual providers.

In addition to the working party the Local Authority has continued to facilitate the post 16 working party. This panel is looking at requests for bespoke placements and scrutinising the recommendations of the SEN case work officer.

Next Steps

- The work group to meet in November 2017 to review the returned information.
- The post 16 panel to continue to meet and receive the commissioning information.

Recommendation

- The Forum note the content of the report and request an update report in February 2018.

Rachael Williams
Head of Education, Learning and Skills

Student Name

Year 12 - 2016/17

Pathway: .XXXXXXXXXXXXXXXXXXXX.....

INSERT LOGO

Employer: .XXXXXXXXXXXXXXXXXXXX.....

Last updated: .XX/XX/XXXX.....

Success prior to post 16 course

Qualifications Achieved:

Enter text

Work Experience:

Enter text

Extra-curricular experiences:

Enter text

Other:

Enter text

What I want to achieve in my post 16 course (Year 12)

Aspiration (September 2016): Example – to work in landscape gardening....

Pathway: Enter text

What can this course offer me?

Qualifications:

Enter text

Work Placement:

Enter text

Extra-curricular experiences on offer:

Enter text

Other:

Enter text

Success Criteria:

Enter text

Actual Outcomes:

Enter text

Pathway Plan Agreed:	Y / N	SEN Officer:	
Signed:		Date:	

Schools Forum 12th October 2017

Evaluation of Homophobic Bullying Training provided by Educational Action Challenging Homophobia (EACH)

Context

In April 2016 agreed to commission a bespoke training package for schools to support the development of their approach to equality with a particular focus on sexual identity.

The commissioned course provided schools with

- a copy of EACH's **Department for Education** and **PSHE Association** endorsed whole-school resource *Inspiring Equality in Education* and the *Reach Teaching Resource*
- help to provide a support plan for a gender (primary) or sexuality (primary or secondary)
- help with questioning pupils and working supportively with their family
- demonstrations of how colleagues can age-appropriately challenge "That's SO gay!" and other inappropriate language
- Opportunity to explore the terminology which describes sexual orientation or gender so staff can speak confidently about it to teaching colleagues, governors, parents, inspectors and pupils
- Explanations of the legislation governing trans or gender questioning pupils

Outcome

28 members of staff from 15 Primary schools and 6 Secondary schools attended the course.

The first session was held on 22/2/17, hosted by Torquay Boys Grammar School and the second session on 16/5/17. A follow up surgery session was offered, however schools selected to use the individual advice line provided by EACH.

The course was evaluated through attendee feedback.

1. How would you rate the training session overall?

- Excellent 14
- Good 6
- Satisfactory 1
- Unsatisfactory 0

2. Which part of the training day did you find most useful?

Summary

Delegates valued the opportunity to seek expert advice and have cross phase discussions.

Evidence

- Q+A sessions – good, expert advice. Consideration of 'language'.
- The exploration of terminology and synonyms
- Ideas and discussion between primary/secondary schools.
- I found the whole day very useful and informative. Not an area I've given a lot of thought to previously so has informed my thinking.
- Subject knowledge. Experience and knowledge of facilitators. Resources.

3. Is there a part of the training day which could be improved?

Summary

More case studies and emphasis on legislation could have helped.

Evidence

- Maybe case studies – good practice examples from other schools who have dealt with bullying/transgender.”
- More on drilling down into discrimination legislation
- All was very useful.

4. What I have gained overall from today's course?

Summary

Delegates had a broader understanding of LGBT agenda, terminology and challenges.

Evidence

- A good understanding of how to support children in this area and how to ensure our school is a safe environment for LGBT individuals
- I feel generally more focussed on how I can drive forward the provision in my school for supporting LGBT students.
- Broader understanding of the issues involved and how this impacts on school.
- A wider understanding and confidence to discuss with pupils, colleagues and parents
- Considerable knowledge on a range of LGBT issues.
- challenging situations
- Confidence in the legal aspects around LGBT issues and using the Equalities Act to support school policy and actions.
- Greater confidence to feedback at school and challenge 'outdated views'. "Rights, legal requirements, etc.

5. Short-term goals I shall be striving towards

Summary

Delegates were able to consider their own practice, resources and policies in school.

Evidence

- Begin embedding LGBT-friendly language to challenge stereotypes and create an environment where incidents such as boys wearing hair clips is not laughed at
- Look at resource and see how we can use it to enhance our curriculum
- Read through the resources. Read school policy.
- Share day with colleagues. Read literature provided
- Present at next SLT meeting the key points from today's course. Open discussions with my Sixth Form Team about our priorities
- Clarify gender identity terms in school
- Exploring legislation – how to make it child friendly and understandable
- Review policy and practice.
- Audit of teachers and pupils' perceptions/knowledge etc... i.e. Where are we?
- Put together an Action Plan of needs.

6. Medium-term goals

Summary

Delegates are now aware of the need to develop their practice and policies

Evidence

- Review 'culture' and opportunities to explore this area
- Staff having a consistent approach/knowledge of equality in education
- Use information to update policies on equality/SRE/anti-bullying.
- Classwork in challenging stereotypes and homophobic bullying across school

7. Long-term goals

Summary

Delegates now need time to embed their learning into the ethos of the school.

Evidence

- Increase student voice. Ensure we are supporting students, staff and parents fully in this area
- Consider training for staff to promote a whole-staff approach rather than leading myself/with a few others.
- Embed teaching of homophobic bullying into PSHE curriculum, just like bullying/cyberbully is already in place.
- Embedded within the ethos of the school
- All pupils being aware and understanding of the differences and needs of other people
- Assemblies and introduction of some of the ideas/materials into PSHE. Look at possibility of support group
- All students know where to access support. The school meets its statutory duty
- Improve all school community to understand issue
- Staff training

Conclusion

The feedback clearly demonstrates that the course provided new knowledge and provided an opportunity for schools to review current practice. The learning from the course should not be forgotten and the follow up actions need to be reviewed. To facilitate this the local authority will ensure that follow up takes place in the PSHE network meetings.

The course provided value for money and cost £6173.00.

Debbie Horn
School Performance Officer