



## Minutes of the Schools Forum

7 March 2013

-: Present :-

Sue Foot, Roger Hughes (Chairman), Jessica Humphrey, Mike Lock and David Theobald

(Also in attendance: )

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### 1. Apologies/Changes to Membership

Apologies were received from Frances Ward

### 2. Minutes

The Minutes of the meeting of the Schools' Forum held on 10<sup>th</sup> January 2013 were amended and noted to be a true record

### 3. Matters Arising

The Chair asked the School Forum to note the actions brought forward from the last minutes on 6<sup>th</sup> December 2012.

2(i) Behaviour support services have not been delegated

3(i) & (ii) Governor representation: The Chair asked that the regulations be checked before considering a decision by the Local Authority to nominate a representative from the 14-19 partnership and an Academy governor (MR)

5(ii) & 7(i) Special School and PRU funding and Independent SEN placements on agenda today

The Chair asked the School Forum to note the actions from the minutes 10/1/13.

4. Funding for Induction for Newly Qualified Teachers (NQTs): The Head of School Commissioning informed the School Forum that this funding had already been delegated to schools through the per pupil entitlement.

The School Forum considered the implications for Oldway School if schools decide not to buy into their Induction Programme for NQT's. It was agreed that this information should be alerted to schools through the TAPS newsletter and copied to TASH to establish an agreed long term NQT support programme for 2014/15

The Chair asked the School Forum to consider an additional item on the agenda – "Nominations for a Vice Chair".

The Chair asked for nominations around the table – Mike Lock asked to be nominated and was seconded by Sue Foot. The School Forum agreed to the nomination for the Vice Chair

**Actions:**

- i) **Chair of TASH to inform schools of the changes and implications to funding for NQT induction in Torbay Schools (RH)**

**4. Independent Special school Places 2012/13 (MR)**

The Head of School Commissioning outlined a paper giving more details about High Costs SEN placements, previously raised at School Forum on 6th December 2012.

The School Forum considered and challenged the:-

- high costs for 11 pupils in residential placements currently being jointly funded between Education, Social Care and Health
- Independent Special Schools: numbers of secondary age pupils placed in out of area specialist schools

The School Forum recognised the need to further investigate the reduction in high costs for out of area placements and agreed to review the provision/patterns at School Forum in October 2013.

**Action**

- i) **High Costs SEN placements: review to October School Forum (LF)**

**5. Full cost recovery for exclusions (MR)**

The Head of School Commissioning informed School Forum on the budget changes for excluded pupils 2013/14 as specified by the Schools and Early Years Finance (England) Regulations. He reported that Torbay has relatively low levels of permanent exclusions as a result of the packages provided by EOTAS.

The 2013/14 exclusions adjustments will be:-

- Based on the appropriate AWPUP
- Where a pupil is in receipt of top up funding the top up funding will end and the reduction for the SEN prior attainment factor will be adjusted to reflect the full £6,000 contribution from the school for the appropriate period of the year
- Schools will also have any pupil premium removed
- Schools admitting a pupil following permanent exclusion will receive additional resources

The School Forum agreed that schools should be better informed on the financial implications of permanent exclusions

**Action**

- i) **Head of Commission to inform schools about the financial implications of permanent exclusions and investigate the issues with Special Schools (MR)**

**6. Recoupment protocol ( MR)**

The Head of School Commission asked the School Forum for their views on the proposed protocol for cross border working regarding admissions and top up between Devon, Plymouth and Torbay including the protocol for commissioning places in special schools.

The School Forum agreed to both proposals – Protocol for Cross Border working Admissions and Top-Up between Devon, Plymouth and Torbay and the Commissioning of places in special schools (Appendix 1 and 2).

**7. School Allocations 2013/14 and comparisons with 2012/13 (LF)**

Lisa Finn, Children's Service Finance Manager, briefed School Forum on the Schools funding Allocations 2013/14 which will be issued to schools (including Academies) on 13<sup>th</sup> February. A spreadsheet outlining comparisons using data from allocations in 2012/13 was discussed.

The School Forum considered the comparative analysis and recommended that schools/Forum members should contact Children's Finance Team with any queries they may have.

**Action**

- i) **School Forum members to email Chair any feedback on the proposals outlined in Appendix 1 and 2**

**8. 2012/13 DSG Update on forecast end of year position.(MR)**

The Head of School Commissioning informed School Forum of the projected outturn for 2012/2013 will be a breakeven or zero position but did not reflect some significant overspends and underspends within the budget. He highlighted the budget pressures in SEN provision.

It is intended to produce the final figures in July.

**Action**

- i) **Head of School Commissioning to prepare final out turn figures for the DSG in July 2013**

**9. 2013/14 review consultation (MR )**

The Head of School Commissioning asked the School Forum to note the processes and data relating to the review of the funding changes for the 2013/14 School Funding Arrangement. The Chair asked members to feedback any comments by Monday 11<sup>th</sup> February 2013.

**Actions**

- i) **School Forum to feedback any comments by 11 February (ALL)**
- ii) **FAR 7: two meeting to be arranged in June/July and September (MR)**

**10. Future Meeting Dates**

The Forum agreed the future meeting dates for School Forum:

4 <sup>th</sup> July 2013	0930-1130	Townhall, Boardroom, TQ1 3DR
17 <sup>th</sup> October 2013	0930-1130	
5 <sup>th</sup> December 2013	0930-1130	
9 <sup>th</sup> January 2014	0930-1130	
6 <sup>th</sup> March 2014	0930-1130	