

**DEVON EDUCATION FORUM
(Devon's Schools Forum)**

22 January 2014

Present:-

Schools Members

Primary School Headteachers

Mr M Boxall	Exeter Montgomery Primary
Mr J Stone	Denbury Primary
Mr P Walker	Sidmouth St Nicholas CE Primary
Mr J Bishop	Broadclyst Primary (<i>Academy member</i>)

Primary School Governors

Mrs A Blewett	Kings Nympton Primary
Mr R Butler	Axminster Primary
Mr M Dobbins	Exmouth Marpool Primary
Mrs M Wallis	Whimble Primary

Secondary School Headteachers

Mr D Chapman	The Dartmoor Federation
Mr D Fitzsimmons	Holsworthy CC (<i>substitute member</i>)
Mr R Haring	Ivybridge CC
Mr M Shanks	(<i>substitute academy member - observer</i>)
Mr D Sharratt	Braunton CC (<i>Academy member</i>)

Secondary School Governors

Mr I Courtney	The Dartmoor Federation Chairman
Mr A Walmsley	Exeter, St James
Commander M Bamborough	Gt Torrington School (<i>Academy member</i>)
Ms J Elson	Exmouth CC (<i>Academy member</i>)

Special School Headteacher

Mrs K Rogers	Lampard School (<i>substitute member</i>)
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Special School Governor

Mrs F Butler	Marland School
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Non-Schools Members

Mr T Cope	Teachers Consultative Committee
Mr P Mantell	Exeter Diocesan Board of Education (CE)

Observers & Attendees

Councillor W Mumford	Cabinet Member - Children, Schools & Skills
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Apologies

Mrs S Baker	Westexe (Nurseries)
Mr M Gurney	Teachers Consultative Committee
Mr B Pugh	Oaklands Park Special School
Mrs G Rolstone	Early Years Private, Voluntary and Independent providers

671 Minutes

DECISION:

that the minutes of the meeting held on 16 October 2013 be signed as a correct record;

672 Membership

DISCUSSION:

The Chairman welcomed new members:-

Mrs Maria Wallis, DAG primary maintained
Mr Alex Walmsley, DAG secondary maintained
Mr John Thorndyke, DAG special

Mr Matthew Shanks, academy (secondary), *substitute member*.

673 Matters Arising from the Last Meeting and Report back on Issues Raised with Cabinet

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674 Early Help Strategy (for Children and Families) and Implementation Plan Update

The Director of Public Health updated members on the final Devon Safeguarding Children (DSCB documents produced December 2013 following consultation.

The child and family-centred strategy was a “front door” through which they and practitioners would access additional support and in which schools had a critical role. The operational model currently showed one early help adviser for each of the four areas of Devon, to work alongside other complementary professionals (eg targeted family support workers) and members questioned whether this level of support was sufficient given the complexity and workload (eg in mental health and emotional wellbeing services in schools). Resources needed to be kept under review.

The implementation plan set out sixteen objectives with timescales, the greatest need was mental health and emotional wellbeing services in schools – co-commissioning approach (objective 11) and a Task & Finish group was being established to consider this. SHAD (special schools and pupil referral units) would welcome the association’s involvement in both the proposed group and working together with other agencies for objectives 10 (CAMHS services) and 11, including consideration of partnership funding/pooled budgets.

The Devon Assessment Framework, SEND Pathfinder and Early Help were interlinked, with one common webpage, with real time information and activity for early help coordination, speed of access and responsiveness.

DECISION:

that the Director of Public Health contact the phase associations as appropriate for representation on the proposed task and finish group for tier 2 mental health and emotional wellbeing services.

<http://www.devonsafeguarding.org/children/files/EarlyHelpImplementationPlan-December2013.pdf>

<http://www.devonsafeguarding.org/children/files/EarlyHelpStrategyforChildrenandFamilies-December2013.pdf>

ACTION: Director of Public Health (Virginia Pearson)

675 Head of Planning Transportation and Environment Update

DISCUSSION:

The Forum considered the report of the Head of Planning Transportation and Environment (DEF/14/03) on three major pieces of work in 2013-14 to inform future education provision, ie:- Education Infrastructure Plan 2013-2031; Education Section 106 Infrastructure Approach; New Schools Procedures.

2014-15 priorities included:-

SEN Infrastructure Plan
Cranbrook school opening September 2015
Sherford education requirements for new community
Community Infrastructure Levy (CIL)
Securing new primary school sites
Impact assessment rising numbers in primary schools on secondary provision later in the decade.

Members' comments and officer responses included:-

SEN Infrastructure Plan – officers to liaise with SHAD at an early stage;

Basic need bidding for 2014-15 – a 30% reduction in funding from government, but bids would be picked up through SOCA;

Exmouth primary school increased provision, size and location differing views – officers had involved LLCs, schools and local councils, but were willing to hold further discussions where appropriate.

Free schools/non basic need academies affects on Devon schools admissions – also noted that the government had seen enough evidence to agree permanent relocations for Exeter Steiner and West Bideford Route 39 Free schools, although DASH did not consider admissions to have been relatively strong as indicated in paragraph 1.7 of the report. Officers confirmed that the DfE's intention was to show that admissions were sufficient for them to fund permanent provision for both free schools.

DECISION:

(a) that the main outputs 2013/14 be noted;

(b) that the priorities for the Education Planning Team 2014/15 be noted;

(c) that the Head of Planning Transportation and Environment pick up members' comments as appropriate.

ACTION: Head of Planning Transportation and Environment (Simon Niles)

676 Children in Care Educational Outcomes Update

DISCUSSION:

The Forum considered the report of the Head of Education & Learning (DEF/14/04) on:-

- Attendance of Children in Care (CiC) - attendance for those in care continuously for 12 months had improved 95.7% for 2011- 2012. However attendance for CiC for any duration had dropped to just below 90% and Babcock LDP had appointed a new Lead Professional

for attendance (Mr Peter Walker) and the strategic approach to improving performance was being reviewed;

- Exclusions of Children In Care (Managed Transfers), 4 permanent exclusions in 2012-13. Fixed Period Exclusions continued to reduce but were still at a very high level average 15% Of the virtual school population. Eliminating Exclusions Protocol were to be reviewed;

- Pupil Premium Plus (PPP) from April 2014 – government funding to be allocated to LAs. Virtual schools working in close partnership with education settings to ensure the PPP funding benefits were maximised through the child's Personal Education Plan. The associations referred to some misunderstanding amongst parents etc that PPP funding was attached to the individual child rather than school budgets and would welcome standard guidance that schools could use to give a consistent Devon message.

DECISION:

(a) that the report DEF/14/04 and the continued need for a greater focus on these aspects of Education of Children in Care be noted;

(b) that standard guidance be issued to schools regarding Pupil Premium Plus CiC funding.

ACTION: Head of Education & Learning (Deborah Booth)

677 School Improvement Offer and Revision of the Targeted Intervention of Schools Programme (TISP)

DISCUSSION:

The Head of School Effectiveness, Babcock Learning Development Partnership (LDP) reported on the revised TISP and School Improvement Devon Maintained Schools 2013-2016 publication January 2014, outlining how the TISP programme sat within the LA's broad continuum of school improvement and focused on additional support available for maintained schools. Intervention was a challenging process but Devon LA and schools shared responsibility for securing the best possible outcomes for Devon's children and autonomy for every school. The publication also set out priorities 2013-14 and academy protocol (framework for dialogue between Devon LA and academies).

In response to questions and points raised by the Forum, schools could request other providers to deliver services and an evaluation form for the end of TISP process would be beneficial for continued improvements to the TISP programme.

The revised TISP publication was available at http://www.babcock-education.co.uk/ldp/view_folder.asp?folderid=1&depth=1&rootid=1&level1=&level1id=

DECISION:

that the Head of School Effectiveness prepare an evaluation form for the end of TISP process.

ACTION: Head of School Effectiveness (Bob Hooper)

678 Head of Education & Learning's Update

DISCUSSION:

The Head of Education & Learning updated members on the following (update as tabled):-

Budget Position for Education & Learning - DCC to find £110m over next 3 years (28% council budget), with a net reduction of £3m (6%) EAL budget 2014-15;

Austism in Devon – 1,700 children (0-18) in Devon. 64% pupils attending mainstream and 36% special schools, 19.7% SEND statemented population and a growing number of pupils. Devon had a range of support for autism but would also have to produce a countrywide Autism Strategy. SHAD commented that special schools were well placed to provide autism help/experience and could provide outreach to primary and secondary schools.

Medical Placements in Devon Personalised Learning Service (DPLS), ie PRUs - more medical needs pupils were in DPLS than for any other reason and this was rapidly rising, with anxiety and depression the most commonly defined need. Medical mental/emotional needs DPLS pupils were likely to stay on roll longer, 33% did not have a plan to return to mainstream schooling and most had had engagement and attendance issues before referral to DPLS. The DPLS representative confirmed the increase of pupils and also referrals from independent schools, which built through the key stages, together with the need for early intervention to prevent pupils leaving mainstream schooling;

Elective Home Education – increase new referrals autumn 2012 = 58, to autumn 2013 = 102, with many SEN pupils. 27 pupils years 10 and 11. 40 pupils attending 14-16 college provision. Educational provision was judged to be unsuitable in 14 cases and concerns that vulnerable pupils, some with safeguarding concerns were being home educated/only attending FE college for a part week.

DECISION:

that the Head of Education & Learning continue to review the rising medical placements in DPLS and meet with the associations to consider a better whole system response, equitable provision including access to services for W Devon, through working with Health Commissioners.

ACTION:

Head of Education & Learning (Sue Clarke)

679 Finance Update and Annual Budget Consideration

DISCUSSION:

The Forum considered the joint report of the Head of Education & Learning and County Treasurer (DEF/14/01).

The Forum also noted the respective minute of the Schools Finance Group (SFG) of 9 January 2014.

The report (DEF/14/01) covered:-

- 2014-15 indicative Dedicated Schools Grant (DSG) settlement
- 2014-15 DSG budget allocation, including pupil premium and post 16 funding
- Growth Fund criteria – revised
- Future funding arrangements for the (Major Unforeseen Maintenance Insurance Scheme (MUMIS) fund
- An update on Termination of Employment Costs
- Month 8 DSG budget monitoring

The County Treasurer further advised that in respect of the Growth Fund (section 4 and Appendix A of the report) the Education Funding Agency (EFA) had advised on 17 January 2014 that funding reception growth (reception uplift) via the Growth Fund was not a compliant criterion. Supplementary details from the County Treasurer were tabled explaining this and presenting options. EFA required the LA submission by 23 January 2014.

In relation to the High Needs block funding (section 3.4 of the report) DASH sought further clarification and assurance that schools would not see significant funding change and would

welcome further opportunity to explore these issues. The County Treasurer offered to hold a DASH briefing at the earliest opportunity, as had taken place with DAPH and SHAD.

DECISION:

(a) that the Dedicated Schools Grant (DSG) 2014-15 settlement as at 18th December 2013 as set out in section 2 of report DEF/14/01 be noted;

(b) that Cabinet be recommended in respect of the DSG 2014/15 budget allocation as set out in (i) – (iv) below, section 3 of the report (with the exception of (ii) below, 3.2.1 of the report - Schools Forum decision):-

(i) that the local formula factors, Schools Block school budgets formula as set out in section 3.1.1 be approved:-

	£m
Nursery Schools	0.463
Primary Schools	205.207
Less maintained nursery units in schools (see Early Years block)	(4.527)
Secondary Schools	172.566
	373.709

	2014/15		2013/14	
	Primary	Secondary	Primary	Secondary
Pupil numbers	51,300	34,698	50,406	35,805
AWPU	£2,850	£3,974	£2,908	£4,074
FSM+6	£1,364	£408	£1,265	£372
IDACI (new)	£720	£720		
English Additional Language	£376	£435	£376	£435
Looked After Children	£900	£900		
Prior Attainment	£450	£1,103	£484	£2,335*
Lump Sum	£60,000	£145,000	£50,000	£50,000
Sparsity (new)	£60,000 max	£100,000		
Number of schools Sparsity	39	5		
MFG	£2,269,653	£773,009	£3,594,363	£1,714,981
Number of schools MFG	107	9	135	12

Vote: All phases maintained and academy, PVI**

(ii) that the Schools Block de-delegated budgets as set out in section 3.2.1 of the report be approved, noting that the final budgets may vary slightly on finalisation of the schools budget pro-forma. The de-delegated budgets for Behaviour Support, Ethnic Minority Achievement and Gypsy Roma traveller would not increase above the 2013-14 levels:-

Service	£'000
Schools in financial difficulty and unforeseen events	900
Behaviour support	784
Maternity	1,110
Inclusion – Ethnic Minority Achievement	424
Inclusion – Gypsy Roma Traveller Achievement	140
Licenses and Copyrights (includes national licences)	233
Facilitation and representation	157
Total de-delegated budgets	3,748

Vote: maintained primary and maintained secondary only

(iii) that the retention of Schools Block central funding for these services as set out in section 3.3.2. of the report be approved:-

Service	£'000
Admissions	325
Schools Broadband	2,000
Termination of Employment Costs	873
Local Learning Communities	3,100
Servicing of Schools Forum and Phase Associations	292
Falling rolls fund	300
Growth fund	1,527
Sub - total centrally retained budgets	8,417
In addition, the LA seeks approval from Schools Forum to retain the following services centrally:	
Access for the Disabled	104
Health and Wellbeing board (contribution)	9
Strategic management (contribution)	76
Surplus properties	34
Total centrally retained budgets	8,640

(Note: The MUMIS budget of £175,000 will be delegated to all schools and not centrally retained - see section 5)

Vote: All phases maintained and academy, PVI**

(iv) that the allocation of the High Needs Block as set out in 3.4.2 of the report (subject to final confirmation of the High Needs block by the EFA in March) be approved:-

Service	£'000
Top up funding (including High Needs Targeted Funding)	19,344
Maintained special schools	18,653
Independent special schools	3,445
Joint funded placements	1,674
Support centre funding	2,997
Support for under 5's with additional educational needs	740
Primary support partnerships	277
SEN support: physical, sensory, communication, interaction	1,499
Other SEN support (includes parent partnerships; outreach, children with complex needs)	2,799
Alternative Provision (including PRU's and hospital education)	5,258
Pupil premium for looked after children	1,026
Total High Needs Block (after new delegation, including pupil premium and post 16 funding)	57,712

Vote: All phases maintained and academy, PVI**

(v) that the allocation of the Early Years Block as set out in 3.5.2 of the report (subject to final

confirmation of the early years block by the EFA in March) be approved:-

Service	£'000
PVI's – 3 & 4 year olds	15,560
Early Years in schools	4,527
2 year old place funding	5,934
2 year old trajectory (capacity) building	749
2 year old additional administration	53
Early Years Action Plus	142
Direct provider support	869
Central management and support	270
Sub Total Early Years Block Allocation	28,104
Early Years Action Plus – high needs	302
Total Early Years Block Allocation	28,406

Vote: All phases maintained and academy, PVI**

(c) that Cabinet be recommended:-

(i) that the revised Growth Fund criteria as set out in section 4 and Appendix A as recommended by the Schools Finance Group (Option B) be approved, subject to the deletion of reference to Reception Growth in paragraphs 4a and 6 of Appendix A;

(ii) that in respect of the Growth Fund, a top slice from the Dedicated Schools Grant of £1.25m approx. (amended figure re removal of Reception Growth from Growth Fund) for 2014/15, in order to continue the strategy of building a sustainable Growth Fund be approved;

Vote: All phases maintained and academy, PVI**

(d) that Cabinet be recommended:-

that in respect of Major Unforeseen Maintenance Insurance Scheme (MUMIS) as set out in paragraph 5.2, as recommended by the Schools Organisation, Capital and Admissions (SOCA) group and Schools Finance Group (SFG) be approved :-

(i) For 2013-14 a payment be made to Academy and VA maintained schools on an equivalent basis to the benefit accrued to maintained schools, and non-VA maintained schools agreement to retain their share of the funding centrally for the remainder of the financial year;

(ii) For 2014-15 the centrally retained top slice be delegated to all schools on the same basis as above, and be retained in school budgets. Non-VA maintained schools access under the same criteria as 2013-14 to a contingency fund (for works of a capital nature only) held and managed by the Head of the Buildings Environments Team. Unforeseen maintenance works of a revenue nature to be met from the school budget.

Vote: All phases maintained and academy, PVI**

(e) that the Termination of Employment Costs update as set out in section 6 of the report be noted;

(f) that the month 8 DSG monitoring position as set out in section 7 of the report be noted;

(g) that the County Treasurer hold a briefing with DASH as soon as possible to further explain issues around the High Needs block funding;

(h) that communications to schools be sent out as soon as possible regarding termination of employment costs and MUMIS.

****PVI eligible to vote but representative not present.**

ACTION:

County Treasurer (John Holme, Karen Powlesland)

680 Standing (and other) Groups

(a) The Forum received the following minutes of its standing groups:-

(i) School Finance Group (SFG)

Minutes of the meetings held on 9 January 2014 (also considered under Finance Update minute 679 above).

Note 2 DSG Issues, Broadband – noted that SFG would be considering the centrally retained £2m at its March 2014 meeting and distribution of any surplus to all schools or those hardest hit financially. This was a reducing cost base, not increasing cost base. Schools would be entitled to 80% actual current SWGfl costs where they choose to go with another provider at a potentially higher cost. It was also the intention to consult schools for next year when there were clear parameters.

(ii) Schools Organisation, Capital and Admissions (SOCA)

(replacing Schools Organisation and Policy Forum and the Local Admissions Forum)

Minutes of the meeting held on 7 January 2014.

(b) Representations and progress from various standing and task & finish groups

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681 Dates of Future Meetings

Meetings to commence at 10am at County Hall, Exeter (unless otherwise indicated)

Wed 19 March 2014

Wed 25 June 2014

Wed 1 October 2014

Wed 21 January 2015

Wed 18 March 2015

The meeting started at 1pm and finished at 4pm.
The Schools Forum web is www.devon.gov.uk/schoolsforum