

SCHOOLS ORGANISATION, CAPITAL AND ADMISSIONS GROUP

Notes of meeting on 27 February 2018 at Larkbeare House

		Attendance			
		27.2.18	9/1/18	26/9/17	6/6/17
DCC					
Chris Dyer (Chair)	Head of Built Environments	✓	✓	✓	✓
Andrew Brent	Policy Officer	✓	✓	✓	✓
Fran Butler	EY Childcare Sufficiency Lead	✓	✓	✓	✓
Christine McNeil	School Organisation Policy Manager	✓	Apologies	Apologies	✓
Heidi Watson-Jones	Executive Personal Assistant			✓	✓
Heather Bingham	Service Support Officer (Education)	✓	✓		
DAPH					
Hilary Priest	The Grove Primary	Apologies	-	✓	✓
Caroline Booter	Hatherleigh Primary	✓	✓	✓	Apologies
Alun Dobson	Marwood Primary	✓	✓	✓	✓
Jan Reid	Yeo Valley Primary			✓	✓
Penny Hammett	Payhembury Primary	✓	✓		
DASH					
Daryll Chapman	Okehampton College	✓	✓		✓
Paul Cornish	Newton Abbot College	Apologies	Apologies	Apologies	Apologies
Rob Haring	Ivybridge Community College	Apologies	✓		✓
SENTient Heads					
Karen Rogers	Lampard School		Apologies		Apologies
Sam Barham	Lampard Community School	✓			
Sarah Pickering	Mill Water School	-	✓	✓	✓
Claire May	Pathfield School	-	✓		
DAG					
Ian Rogers	DAG	✓	✓	✓	✓
Diocesan Representatives					
Mary Cox	Plymouth CAST		-	Apologies	Apologies
Christina Mabin	Exeter Anglican Diocese (Admissions)	Apologies	Apologies	✓	✓
Sarah Owen	Diocesan Education Officer – Compliance, Support and Communications (attending for Christina Mabin)	Apologies	✓		
Richard Power	Exeter Anglican Diocese (Capital)	-	✓		
Union Representatives					
John Staddon	TCC	✓	Apologies	Apologies	Apologies
Steve Ryles	JCC	-	-		✓
In Attendance					
Nigel Coleman	NPS	Apologies	✓	✓	-
Simon Niles	DCC	Apologies	✓	✓	
Robert Money	DCC		✓		

1. Item/Focus: Minutes and Matters Arising from meeting on 9 January 2018

Discussion: Due to road/traffic issues, several people were unable to attend and it was at the Chair's discretion to continue, which was agreed by those present.

- AB provided an update on the item regarding applications received by schools during the holidays.

<p>In order to improve information from schools to the Local Authority as soon as possible before the summer holidays, there would be a new form for schools to complete, asking how many in each year group, the numbers the school is working to, comments on each year group and a 'Yes/No' question as to whether or not the school is comfortable with offers of places being made by the Local Authority on behalf of the school, if there are spaces. The two dates in August (eg Thursday 23 August for secondary schools and Thursday 16 August for primary schools) were previously mentioned and would be the dates by which someone would need to have accessed emails, respond to them and go back to the Local Authority Admissions Team before September, advising 'Yes or No', with the expectation that the school would then follow the usual process. The LA would need to have those contact details for schools. Simon is expecting AB and Rob to have a further meeting to finalise the detail and bring this to the next SOCA meeting in June. DC and CB both confirmed that the idea had been shared with people and it was agreed that it made sense. It will go out in both DAPH and DASH newsletters.</p>	
Key Decision/ Issues for DEF:	<ul style="list-style-type: none"> Minutes of previous meeting agreed as an accurate record.
Actions:	<ul style="list-style-type: none"> AB to produce a flow diagram to make this process easier to understand and follow, and avoid any confusion.
2. SEN Strategic Review/Development Plan update – Andrew Brent (in Simon Niles' absence)	
<p>Discussion: In SN's unplanned absence, AB talked through his interim report, the final version of which will go to Cabinet on 14 March. The findings are not particularly surprising, in that children in Devon with a statutory plan are performing at, or higher than, the national average. Exclusions are, however, higher than average, ASD and SEMH are areas for growth, and there are some problems with post-19 provision. The output from the demographic review will not be available until the end of March and will need to be considered in the next update. The Chair thanked Andrew for delivering this paper at such short notice, and invited questions/comments.</p> <ul style="list-style-type: none"> DC commented that, again, there is nothing for West Devon and asked where we are with Schools Company for North Devon – where will those excluded pupils go, especially those with SEN? It was AGREED to ask Simon for a post-meeting note update as the next SOCA meeting is not until June. AB to take these points back to Simon. Christine reported that papers regarding Charlton Lodge are going to SEN Board tomorrow (28.2.18). DC also asked about Route 39. CMcN advised that we still do not know as nothing has been heard from Schools Commissioner. There is a temporary Head until the end of the school year. 	
Key Decision/ Issues for DEF:	
Action:	AB to report back to SN and ask him to send round a post-meeting note/update on questions raised above. (done 27 Feb)

Post-meeting comments from SN:	<p>Route 39</p> <p>The RSC has confirmed</p> <p>“We have considered proposals from a number of multi-academy trusts and Launceston College MAT has been identified as the best option to deliver the rapid improvement in school standards required at Route 39 Academy.</p> <p>The Department will now work with all parties to ensure a smooth transfer and we expect the school to join Launceston College MAT at the end of the academic year.”</p> <p>SchoolsCompany North Devon</p> <p>There have been significant changes at Trust/Leadership level and there will be further communication with schools regarding these changes in the next week or so.</p> <p>West Devon</p> <p>There is currently insufficient data/demand to consider a bespoke special school provision in West Devon. Clearly for some students, there are significant travel distances. This will be reviewed when our longer term demographic modelling is completed.</p>
3. School Organisation Update Report	
<p>Discussion:</p> <ul style="list-style-type: none"> Christine talked through her report advising that: <ul style="list-style-type: none"> Cherie White will be the Interim Principal of Route 39 Academy until the end of the school year; Schools Company has been rated Inadequate by Ofsted; St John's, Topsham also found to be Inadequate and is to become a sponsored academy; Oaklands/Ratcliffe amalgamation going forward; Charlton Lodge – free school presumption – 50 places for pupils with ASC AGED 11-16; Okehampton New Primary – scheduled to open September 2018. Regular meetings with DfE, Exeter Diocese and Schools Commissioner. Currently only 17 applications but this is expected to rise. Sherford – still low numbers but expected to increase. New Growth fund paper going to SFG on 7 March, and will be copied to SOCA. 	
Key Decision/ Issues for DEF:	
Action:	
4. Early Years Update Report – Fran Butler	
<p>Discussion:</p> <p>FB talked through the Early Years and childcare Service report, referring to openings and closures, including 2 academy nurseries in Dunsford and Witheridge, and 4 new private and voluntary group providers, namely: Muddy Boots, Venture Outdoor Kindergarten, Carousel Childcare and Ronnie's Rainbows.</p> <p>Giving an update on 2-year old funding, FB advised that they had previously been advised by the DfE not to allow any Golden Tickets – but in a recent webinar now told that we can use the DWP list and can send them out, in March, to families on Universal Credit who meet the threshold.</p> <p>Regarding survey returns from providers, Claire Rockcliffe has sent out a reminder but a lot of these are</p>	

needing to be done over the phone. There will also be a reminder in the DAPH newsletter, simply: Please return the annual survey of providers **NOW**. If we cannot include all funded children on the census then next year's funding will be affected.

A letter will be going to the Regional School Commissioner re: schools/academies who have extended their age range without consulting the Local Authority, but who are approved through the RSC on the back of moving to Academy status. FB to bring back response from the RSC to this meeting.

Key Decision/ Issues for DEF:

Action: FB - to report back on response from Regional School Commissioner re: academies extending their age range without consulting the LA.

5. Admissions Policy

Discussion:

i) Determined Admission Arrangements

- AB advised that the Fair Access Protocol had been agreed by Cabinet.
- GDPR – flag up Data Protection Statements as these will affect every school and every parent. DAPH have done some training and Babcock also offering this.

Recommendations: Note the new Admission Arrangements determined by Cabinet – any objections to be returned by 15 March.

Distance of travel – 20 minutes (4.2) – reducing the reasonable distance is designed to keep children as close as possible to where they live. It is also a financial consideration as taxis can be a significant expense. This will only apply to new placements; Children in Care and those with EHCPs are considered outside Fair Access Protocols.

Recommendations 1-4 NOTED by the Group.

ii) LA Annual Admissions Report

It was DULY NOTED that members are invited to include any points for comment by the end of June.

Key Decision/ Issues for DEF:

Action:

6. NPS update report – Chris Dyer talked through Nigel Coleman's report

Discussion:

Nigel's report provided number of schools, pupils, etc. Pages 2 and 3 gave a breakdown of compliance testing and follow up and CD explained the difference between DMP, VA and DAMA, adding that all percentages were good.

Whilst the group agreed that rag rating was helpful, it was felt that it would be useful to know what the tolerance is, which are the areas to be concentrated on, what makes an area red, etc. CD to ask NC to explain the rag rating to the group.

Key Decision/ Issues for DEF:	
Action:	CD – to ask NC for rag rating explanation (as outlined above).
7. Capital Maintenance Programme verbal update – Chris Dyer	
<p>Discussion: Capital programme now set, broadly, at £5m but final allocation to be confirmed by the Department on 31.3.18. NPS engaged to take up to tender stage and hold until confirmation from Department. CD's 'guestimate' about £5½m this year, so kept some back and over-commissioned some over, so if we get more these can be brought back into the programme quickly.</p> <p>DfE steering group – CD reported that the CDC ESFA survey (data collection) programme for school inspections is about 6 months behind and they have not released information to schools to check because of the very large data files which will not transfer (mostly due to large number of photos for identification of buildings. They know they are behind and are trying to address this. The next meeting will be in mid-April.</p> <p>The Education Buildings Officers group meets with the Department twice a year and the meeting a month ago was very informative. There may be some new initiatives in type of 3rd round priorities schools building programme. They are working on a number of guidance documents – eg asset management and schools' estates now on the website, particularly aimed at academy estates so they have a template to work through.</p> <p>CB asked when they will hear and was advised that they should have a visit soon, probably from Dave Cox, so schools could contact him now.</p>	
Key Decision/ Issues for DEF:	
Action:	
8. Any Other Business	
<p>Discussion:</p> <ul style="list-style-type: none"> - John Staddon enquired about contact for courses to be promoted in school newsletters and was advised to contact Claire Coates at the DAPH Office. - John also explained that it was proving difficult for someone to attend in his place as he has to send his Apologies for the next two meetings but will try to find someone. - FB handed out leaflets. - Apologies from DAG as they had had problems with their website, so there have not been any updates. <p>There being no other business, the meeting closed at 10.45 am.</p>	
NEXT MEETING	
<p>Tuesday 5 June 2018 9.30am at Larkbeare (Exe Room)</p>	