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| People & Communities Department  | **2** |
|  | Civic Centre, Keynsham, Bristol Tel: 01225 394195 |

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| **Meeting title** | **SCHOOLS FORUM** |  |
| **Date** | Tuesday 22nd September 2015 –W1.1 Civic Centre, Keynsham. |
| **Forum Members Present** | Mark Mallett (Chair), Annie Smart, Kevin Burnett, Julie Dyer, Claire Hudson, Ed Harker (Vice Chair), Sarah Elliot (Rep. Roz Lambert), Andrea Arlidge. |
| **Forum Members Not Present** | Ruth Haines, Mark Everett, Jim Crouch, Anne Hewett, Susan Robbins, |
| **Officers Present** |  Ashley Ayre, Richard Morgan, Margaret Simmons-Bird, Sara Willis, Jeannette Viera, Richard Vanstone, Cllr. Michael Evans, Philip Frankland, Mike Bowden, Alice McColl, Steve Taylor(for Item 14), Rob Gibbs. |
| **Officers Not Present** | Caroline Howarth, Richard Baldwin, Sally Churchyard, Cllr. Emma Dixon, |
| **Distribution** | As above; Theresa Gale; Colleen Collett; Cllr Charles Gerrish; Cllr. Lisa Brett; Cllr. Tim Warren, Cllr. Emma Dixon, Tim Richens; Jeff Wring; Wendy Jefferies, All Headteachers |
| **Next meeting** | **Tuesday 17th November 2015, 3-5pm , Community Space, Library Building, Keynsham** |

**ACTION**

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| **1.** | **Apologies Received** |  |
|  | Anne Hewett, Jim Crouch, Susan Robbins, Chris Wilford, Emma Dixon, Ruth Haines, Richard Baldwin. |  |
| **2.** | **Minutes of Last Meeting – 7th July 2015** |  |
|  | Agreed. Item 6: MM asked whether Academies had responded to questionnaire and RM said there had been an improved response to the 2nd request.Item 8: AAyre advised that Sara Willis was undertaking the ChiN/CPP research and the result would be brought to SF in due course.Item 10 lll: MM asked whether there was any progress with School Meal prices. RM advised that the School Meals Service would be consulting schools in early October re the price w.e.f. April 2016. More details would be available later.Item 10 lV: Facilities time – AArlidge informed SF that a draft protocol had been developed with Hester Edmund which would be shared with all schools in due course. AArlidge commented that the development of the protocol was very helpful. |  |
| **3.** | **Matters Arising** |  |
|  | None  |  |
| **4.** | **Schools Forum Membership** |  |
|  | MM updated SF membership. Claire Hudson has replaced Suzanne McDonald as the Diocese representative.Richard Vanstone has replaced Ruth Haines as Union representativeTim Withers has resigned due to conflicts with the timing of the SF meetings.Terms of office for Andrea Arlidge and Mark Everett had come to an end. This leaves 3 vacancies for Academy representatives. RM has written to all schools requesting any expressions of interest to take over these positions. Only AArlidge had responded. MM suggested this be brought up at the BASCL meeting next week.**ACTION: MM to raise issue of SF representatives at BASCL meeting next week.**The special school governor’s representative position was also vacant and RM confirmed that a ballot was being arranged. It was also noted that the 14-19 representative was a LA appointed position so schools would be asked to nominate candidates for selection by the LA. AArlidge asked whether Studio Schools would be included in the process and MB confirmed they would.  | ***MM*** |
|  **5.** | **South West Schools Forum meeting feedback** |  |
|  | RM and MM attended the last meeting which was held in Gloucester. The meeting focused on SEN funding needs and RM/MM noted that although there were a variety of approaches to rising costs of SEN the same problems were being experienced across all LAs. National Funding of SEN is currently based on historical information and not current needs. Collaboration across LAs was discussed and suggestions discussed were;* Write to all private providers re costs
* LA’s build/create new provision themselves

RM informed SF that a research paper issued by DfE re CYP SEN future funding indicated that they were looking at a range of options. Indications are a change may result in a small benefit to BANES. DfE decision will take effect from September 2017.SF discussed the growing need to have more localised provision. The LA cannot build new SEN facilities and AAyre explained the current position. New build was a possibility with free schools but the DfE may not agree to funding. Facilities could be built adjoining a new school but a recent application to do this in Keynsham had been rejected by the DfE. The current system is creaking and a further detailed discussion is needed. Collaboration with other LAs was discussed but places cannot be allocated based on % of funding contribution to any new facility – they are purely based on need – so no guarantee on numbers of places for BANES. RM commented that free schools are the best option for places. |  |
| **6.** | **Update on Shared Behaviour Strategy for BANES** |  |
|  | JV presented headlines of the paper. The purpose of the paper is to bring the information to the attention of SF and to consider how schools can engage with the LA to develop the strategy. A Behaviour Strategy Survey has been sent to all schools in June and again on the 4th September and only 11 responses had been received to date.The survey had not been sent to pre-schools and it was agreed that it would be useful to have their input to look at how they can support primary schools and the strategy. SW noted that JV has collaborated closely with the SEN team. JV agreed to send the survey to pre-schools.**ACTION: JV to arrange for survey to be sent to pre-schools.**AAyre commented that SEN provision was now impacting on all schools and there was an urgent need to have an open discussion in order to take this issue forward. Schools and SEN settings will have to lead the discussion and must be aligned to some common point before the LA can look at what should be included in the strategy.JV added that the strategy needed to be managed by schools and not the LA and this was already happening in other areas.SF felt the B&A Panels were working well and they should form part of the strategy but that they would require additional support for this extra piece of work. MM suggested that the Panels could extend one meeting to discuss ways forward. MB noted that the Panels were already engaged via the Joint Chairs Panel and via the Behaviour and Attendance Panel Conference being held on 25th September. JV added that the Panels had expressed concerns re the numbers of referrals – this was the result of there being no proper process in place therefore all children were being referred to the Panels. Early intervention would be an integral part of the final strategy. There was some discussion regarding the timetable for the strategy and JV agreed there was a risk regarding the lack of response to the survey. AS agreed to flag this at the next panel meeting and MSB would ask members of the School Improvement Team to flag this during visits to schools. MB agreed to send the survey to all heads again.**ACTION: AS/MSB to flag completion of the survey as agreed.****ACTION: MB to arrange for survey to be sent to all heads once more.**MM thanked JV. | ***JV******AS/MSB******MB*** |
| **7.** | **Nurture Outreach Service** |  |
|  | SW presented update to SF on the pilot Nurture Outreach Service. The service has now been running for a full year very successfully. Comments and feedback have been very positive. During the Head teachers pre-meet there had been a lot of positive feedbackSchools who have received support from the service are better able to deal with subsequent children. Next steps to track whether capacity issues become less through training received. Building capacity in Schools through more staff being trained should lead to more in school assessments. This service demonstrated that capacity can be built. The success of this service had also meant that Primary’s had enquired about support for older children.JD commented that the service had made a significant difference.A full independent evaluation of the service was being carried out by Bath Spa. SW will bring a full report back to the SF in November with a request for continued funding and support from SF. This would also include secondary level support. |  |
| **8.** | **SEN Strategy** |  |
|  | RM briefly presented the paper on behalf of Chris Wilford. The report gives a snapshot of the current position of the education of children with SEN within BANES. It highlights the growing increase in demand in BANES and demand for places in special schools. Special School places in BANES are now at capacity+ and the SEN Team are now having problems placing children. This has resulted in increasing numbers of children going to independent schools where the costs are much greater.AAyre confirmed that BANES provision was at capacity and there were real pressures on the whole system. BANES needed to look at how make sure there was more localised SEN provision in mainstream schools and how to incentivise and fund more SEN provision in mainstream schools. Currently AA felt that special school places were being overused and he would like more ADHD units. MM noted that this issue had been discussed in the pre-meet and it was felt that parental choice has an impact as more choose a special school because they believe it is best for their child. AA said that BANES may need to build another special school because they were more children with complex needs coming through but there would need to be a very clear view on what needs it was being built to meet.AArlidge asked how many of those currently in independent schools could perhaps go into mainstream schools. RM said approx. one third. MSB added that it was important to build capacity in mainstream schools to create expertise going forward.AAyre agreed to set up a working group to take this forward.**ACTION – AAyre to set up working group.** | ***AA*** |
| **9.** | **Sensory Impaired Service Update** |  |
|  | RM presented the update paper produced as a result of concerns being raised previously in SF regarding service provision. A full independent review of the service is being commissioned and the result will be circulated to SF for comment when completed. It was noted to SF that any Schools wishing to contribute/take part in the review should contact Chris Wilford. |  |
| **10.** | **Early Years – 30hrs call for evidence** |  |
|  | PF presented update of EYE.PF drew SF attention to the 3+ expansion from 15 hours to 30 hrs for ‘working families’. This could present a challenge both in funding and capacity. BANES enjoys a high level of employment and this scheme could therefore attract a lot of families. PF anticipates BANES early involvement on this scheme – from September 2016 and enquiries have already been received from parents. There were also concerns raised regarding inflationary pressures from automatic enrolment pensions and the change from minimum wage to living wage. AAyre noted to SF that the LGA was lobbying hard that the costs of paying the living wage should be met by central government. This has added £670k to the costs of locally commissioned ‘adult’ services and it was estimated that children’s services could add and additional pressure of £1.1M - £1.2M.SE commented that although their current capacity was anticipated to be full in September they would be willing to expand if funding was available.AA congratulated PF and SW on their work with 2yo. |  |
| **11.** | **Exclusion Funding** |  |
|  | RM presented the amended proposal which included pupil premium following discussion at the last SF.SF is asked to decide if they agree to this proposal being introduced from FY2015/16, should this be backdated to 1st April 2015, and that any school that excluded pupils between 2nd October 2014 and 31st March 2015 should have their funding adjusted for the current FY2015/16. 11 Schools would be affected by the introduction of this policy if it were backdated.MM advised SF that this proposal had been discussed in the pre-meet and schools were enthusiastic for the proposal but not the retrospective aspect and suggested that the proposal be implemented from 1st September 2015 and not backdated. SF was asked to vote to agree this recommendation.**VOTE: Agreed unanimously.****ACTION: RM will write to all schools to inform them of this decision.** | ***RM*** |
| **12.** | **Budget Planning** |  |
|  | RM presented updated DSG 5 year Planning Predictions. See Paper. SF asked to note that SEN pressures indicated were an estimate. Part of prudential borrowing budget would be repaid next April and therefore monies utilised to repay the loan taken out 10 years ago would be available to SF. SF reiterated their desire to utilise the DSG carry forward to support schools budgets and requested that the process of requesting the appropriate application to the DFE to utilise the disapplication of the MFG in future years be progressed. | ***RM*** |
| **13.** | **A.O.B** |  |
|  | None |  |

**Maintained Schools Only**

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| **14.** | **SIMs Contract Update** |  |
|  | ST presented the paper to SF for information so that it understands the risks for BANES of not proceeding with school MIS procurement and understands what is being done to develop a robust procurement process.Schools ICT are running a suppliers day for schools in November. This will give schools an opportunity to look at what key suppliers in the market have to offer and will help shape the specification for the tender. 17 schools and 4 suppliers have expressed an interest in attending so far.SF discussed how the specification will be drawn up. A specification group will be set up following the meeting in November and SF representatives could form part of this. ST noted that it was essential that schools are highly involved during the specification and evaluation process. SF will make the final decision on supplier. SF will continue to receive updates as the processes and timetable is clarified. |  |
| **15.** | **De-delegation of Services** |  |
|  | RM presented the paper for SF to decide on service areas to de-delegate. This applies to primary and secondary sectors and SF members can only vote on their own sector issues. RM suggested that SF representatives consult with colleagues using the information in the paper and bring a decision back to the November SF meeting.**ACTION: SF Primary and Secondary School Members to consult with colleagues and bring decision to November meeting.** | ***ALL*** |
| **16.** | **Date of next Meeting** |  |
|  | 17th November 2015, Community Space, 1st Floor, Keynsham Library. |  |