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| People & Communities Department | | **3** | |
|  | Civic Centre, Keynsham, Bristol  Tel: 01225 394195 | |

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| **B&NES-PC-Spot** | Description: Bath and North East Somerset Clinical Commissioning GroupCOL |

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| **Meeting title** | **SCHOOLS FORUM** |  |
| **Date** | Tuesday 12th September 2017 – Keynsham Community Space (above the Library) | |
| **Forum Members Present** | Ed Harker (Chair), Sue East, Richard Vanstone, Mark Everett, Colin Cattanach, Claire Hudson, Clare Crowther, John Delaney, Mairi Lanyon (representing Justin Philcox) | |
| **Forum Members Not Present** | Dawn Elliott, Alun Williams, Jim Crouch, Kerrie Courtier, Gareth Beynon, Roz Lambert, | |
| **Officers Present** | Richard Morgan, Cllr. Paul May, Rosemary Collard (observer), Kevin Burnett (NAHT observer), Chris Wilford, | |
| **Officers Not Present** | Philip Frankland, Margaret Simmons-Bird, Mike Bowden, Richard Baldwin | |
| **Distribution** | As above; Theresa Gale; Colleen Collett; Cllr Charles Gerrish; Cllr. Tim Warren, Tim Richens; Jeff Wring;  Wendy Jefferies, All Headteachers | |
| **Next meeting** | **Tuesday 14th November 2017,  Cadbury Room, Somerdale Pavilion** | |

**ACTION**

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| **1.** | **Apologies Received** |  |
|  | EH (Chair), welcomed everyone to the meeting, thanking CC for chairing several past meetings in his absence. Introductions were made.  The following apologies had been sent:  Alun Williams, Gareth Beynon, Jim Crouch, Mike Bowden, Richard Baldwin, Margaret Simmons-Bird, Roz Lambert, and Dawn Elliott.  Mairii Lanyon attended on behalf of Justin Philcox for this meeting.  Rosemary Collard attended as an observer.  Margaret Fairbairn attended to present Item 4 – Mental Health Support in Secondary Schools  New members welcomed to the Forum: Clare Crowther, John Delaney and Councillor Paul May. |  |
| **2.** | **Declarations of Interest** |  |
|  | The following Declaration of Interest and Positions Held were recorded:  Claire Hudson – Diocesan Representative – Chair of Governors at a Trinity Church School, Radstock; Chair of a school in BANES.  Richard Vanstone – Council Member Somerdale School – since 2016; Branch Secretary, ATL section, National Education Union – since 2009 (ATL) and 2017 (NEU).  John Delaney – School Governor St Gregory’s College Bath.  Mark Everett – Writhlington Sports and Leisure Trust.  Colin Cattanach – Wellsway Trust Principal of Bath Studio School and Aspire Academy – Governor of Aspire and Bath Studio School. |  |
| **3.** | **Minutes of the last meeting (4th July 2017)** |  |
|  | Minutes were checked for accuracy and agreed with following amendments/actions.  *School Crossing patrol funding? [Minutes; from meeting dated 17-01-17, raised by EH under AOB].* “*EH mentioned his concerns regarding the funding of the School Crossing Patrol in the hope that MB could raise this issue at corporate level; MB informed clarification has already been requested”.*  *MB has raised this with the Highways Department who will be invited to send a written statement to the Forum.*  **Remains Outstanding Action**  ***5. SEN Funding Update -*** *the SEND Demand and Financial Pressures Update paper illustrates the main points for information:*   * *Details of the threshold will be disseminated to schools in the near future* * *3. High Need top-up allocation – benefits of moving to a banded allocation should be more effective* * *5. SEN Support Services review – joint understanding on approach*   *KB had sent in the following observations via MM which the Forum discussed:*   1. *High needs budget still appears underfunded with projected demand* 2. *If this underfunding continues High Needs pupils will be receiving less – either fewer children meet the funding in the first place or there is less per pupil funding when they do meet core criteria both of which mean additional pressures for school budgets* 3. *When will a letter be going from Schools Forum to set out this case –* RM noted Heads of schools can use feedback but questioned how to obtain a collective view of the Forum.   KB observed points raised at the last meeting had not been answered and that more detail in the minutes was required; suggesting RM to cross reference minutes to papers – the Forum debated at length, KB’s concerns and the most appropriate ways to capture statements / items of this nature.  RV sent the attached press release for information; also noting Parliament is scheduled to debate Funding on 24th October 2017.  ***A.O.B.*** *cost of school meals in September 2017 will rise from £2.30 to £2.60* – should read £2.40 to £2.60. | ***MB***  ***RM*** |
| **4.** | **Mental Health Support in Secondary Schools** |  |
|  | MF presented the paper Better Mental Health in Schools to enable the Forum to consider:   * Allocation of Schools Forum Funds to subsidise the continued provision of school based independent counsellors in 12 of BANES secondary schools during the 2018/19 academic year. * To confirm support for the continued provision (NHS funded) of the secondary school Emotional Resilience Hubs.   Following a thorough discussion around this complicated situation on which MF had produced a very clear and detailed paper; the Forum felt is useful to have a further discussion to enable more secondary heads to attend. **Action:** Agenda item 14th November 2017 meeting. | ***RM/ML*** |
| **5.** | **Medical Funding Policy** |  |
|  | CW presented the paper ‘Supporting Pupils with Medical Needs’ to inform the Forum of the Local Authorities Supporting Pupils with Medical Needs Policy and the threshold for allocation of resources to support these pupils from the high needs budget.  The policy established as a response to the work of the High Needs budget group; ensures the pressure on the high needs budget is addressed.  CW advised the Forum that the LA has completed its policy for supporting pupils with medical conditions (appendix 1); and that the LA is looking to adopt its new policy from January 2018; which will apply to both academies and maintained schools. Current funding for pupils with medical conditions (not applicable to children with mental health issues), below the proposed threshold will cease on the 31st March 2018.  Schools will be kept informed during the transition period.  The Forum fully discussed the policy; whilst agreeing in principle CW and RM will bring the paper to the November meeting to ensure further clarification.  CH also referred to the increasing number of children carrying EpiPens (epinephrine injection) for emergency treatment of anaphylaxis; requesting acknowledgement that both staff and children are in need of guidance to correctly manage these auto-injectors. | ***CW / RM*** |
| **6.** | **National Funding Formula Update** |  |
|  | RM presented the paper Schools Funding 2018-19 (National Funding Formula) to update the DfE intention to fund schools and Local Authorities through a new national funding formula from April 2018.  Referring to Appendix 1 ‘Justine Greening statement to parliament on schools funding’, published 17 July 2017; and Appendix 2 the summary of the Operational Guidance document issued to Local Authorities.  Appendix 3 reported to the Forum in January 2017, shows the estimated impact of the original consultation provided by the DfE.  At this time the Forum are being requested to provide a steer on the approach to the school funding formula for 2018-19 and to agree on a consultation process with schools.  The Forum fully discussed this topic whilst noting overall the proposals look reasonably favourable for BANES education provision.  The Forum considered the approach to consultation and agreed that the consultation would need to be concise and short due to the timeframes requiring information to be presented to the DFE by 30th November and for schools to be advised of their allocations early in the new year |  |
| **7.** | **Services to Schools** |  |
|  | RM gave a verbal update to cover some of the issues schools have observed around the Local Authority changes to services (e.g. HR and payroll). Schools have now identified new suppliers; a timeline plan is progressing and due for issue next year.  Changes in the price of catering from £2.40 to £2.60 have resulted in services being bought elsewhere and approximately 5-schools have given notice to BANES.  The Local Authority is to hold a procurement catering event for November 2017 to further explain the pitfalls surrounding catering procurement. At present BANES continue to maintain costs but price increases cannot be ruled out in the future.  The forum discussed the difficulty that schools receiving the UIFSM Grant were being expected to subsidise the government scheme and consideration of writing to the government to explain the difficulties. Caution was expressed that some schools were purchasing catering services at less than the £2.30 being provided and that as the concern was with the price the schools were paying B&NES it may not be seen favourably by DFE officials. |  |
| **8.** | **A.O.B.** |  |
|  | RV has sent a card with condolences on behalf of the Forum to Dave Biddlestone, whose wife had sadly passed away.  CC mentioned the problems caused to children in Bath due to the cuts in local bus routes / times. RM will investigate and report back.  ME requested confirmation every child at Bath Community Academy has a place at a secondary school. RM briefly discussed those who for specific reasons have not yet been placed.  Future meetings of the Forum will be sent out to members as calendar invites by ML, with the information pack for the relevant meeting being sent the week preceding the date of the meeting. | ***RM***  ***ML*** |
| **10.** | **Date of Next Meeting** |  |
|  | Tuesday 14th November 2017, Cadbury Room, Somerdale Pavilion |  |