



Schools Forum

**Tuesday, 21 January 2014 4.00 p.m.
The Board Room - Municipal Building,
Widnes**

A handwritten signature in black ink, appearing to read 'David W R', positioned above a grey rectangular stamp.

Chief Executive

COMMITTEE MEMBERSHIP

*Please contact Ann Jones - Tel: 0151 511 8276 or email:
ann.jones@halton.gov.uk for further information.
The next meeting of the Committee is on Monday, 17 March 2014*

**ITEMS TO BE DEALT WITH
IN THE PRESENCE OF THE PRESS AND PUBLIC**

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In accordance with the Health and Safety at Work Act the Council is required to notify those attending meetings of the fire evacuation procedures. A copy has previously been circulated to Members and instructions are located in all rooms within the Civic block.

SCHOOLS FORUM

At a meeting of the Schools Forum on Tuesday, 15 October 2013 at the Civic Suite, Town Hall, Runcorn

Present: E. Cargill, Primary Governor Representative
 Councillor Philbin, Observer
 S. Clough, Children & Enterprise
 J. Coughlan, Primary School Representative
 D. Stanley, All Through School Representative
 S. Broxton, Primary Representative
 A. McIntyre, Children & Enterprise
 A. Jones, Democratic Services
 J. Wilson, Secondary Governor Representative
 M Constantine, Special Schools Representative (Chair)
 A Jones, Financial Management
 C. Owen, Secondary Community School Representative
 A. Brown, Nursery Schools Representative
 N. Unsworth, Financial Services

Action

SCF11 APOLOGIES FOR ABSENCE

Apologies had been received from John Rigby, Jamie Jardine, Lesley Feakes, Andrew Keeley, Karl Landrum, Richard Collings and Diane Moran.

It was noted that Jo Galloway had submitted her resignation to the Forum thus creating a vacancy for the PVI sector.

SCF12 MINUTES & MATTERS ARISING

The Minutes from the meeting held on 18 June 2013 were agreed as a correct record subject to amending A Brown to 'Observer' and adding B Thompson as 'EFA Observer'.

Ann McIntyre welcomed two new members to the Forum, although unable to attend today, Karl Landrum and Richard Collings; representing the Voluntary Aided and Primary Schools sectors respectively.

SCF13 EFA FEEDBACK

The Forum was advised of the feedback received following the visit to the last Schools Forum meeting of Bev Thompson, an EFA Observer.

Members noted that she had determined that Halton Schools Forum were complying with the regulations, as discussed in the report.

Forum Members were also presented with the revised Terms of Reference which were agreed.

RESOLVED: That Schools Forum:

1. Note the comments made; and
2. Receive the revised Terms of Reference.

SCF14 GROWTH FUNDING

The Forum was provided with a summary of the application of growth funding in 2013-14 and proposed alternative criteria to access this funding from April 2014.

The Forum was reminded that under the new funding arrangements it was left to each local area to determine whether they wished to establish a budget for pupil growth in the primary and secondary sectors. Additionally, the criteria for access to any growth funding needed to be considered. Members were advised that in the North West the picture was mixed, 13 local authorities had a budget for growth funding and 11 had chosen not to.

In Halton it was agreed that a pupil growth contingency budget be allocated for 2013-14. The total budget set aside was £380,000. The report presented details of how this amount was arrived at and the amount allocated to 30 September 2013.

The report explained the current criteria for accessing growth funding in 2013-14, which had proved unaffordable and difficult to administer. It was suggested that to continue with the current method of allocating growth funding would require increased amounts from the primary schools budgets of approximately £400,000. As part of the consultation on revisions to the funding formula for 2014-15 primary headteachers were asked if they would consider changing the pupil growth criteria to only provide additional funding where schools had a significant increase in pupil numbers and not continue to fund ghost pupils. Responses to the consultation had generally been very low but the majority wished to continue the funding of ghost pupils.

It was reported that the per pupil percentage increase had been used by other local authorities as a criteria for growth for North West authorities using a threshold of 8%, as they

considered 10% too high. It was therefore suggested that consideration was given to a percentage increase in pupil numbers as the only methodology for allocating growth funding.

Forum members considered the criteria for pupil growth funding and suggested that a modelling exercise be carried out using last year's figures. They discussed the thresholds and noted the list of excepted children for the Infant Class Size requirements (Children in Care, appeal successes, UK Service personnel, twins and siblings and some categories where the schools named SEN children).

It was agreed that Financial Management would look at a piece of modelling work and once this was ready, it would be circulated to Schools Forum members for consideration. Members also agreed to a primary growth fund of £300,000.

RESOLVED: That Schools Forum

1. Agree to £300,000 growth budget for primary;
2. Agree to maintain the £80,000 growth budget for secondary; and
3. Agree that models to be circulated via e-mail on primary growth options including thresholds, cash values and banding.

SCF15 SPLIT SITE ALLOCATION & LUMP SUM

The Forum received a proposal to extend the age range of Fairfield Junior School and close Fairfield Infant School, creating an 'All Through Primary'.

It was reported that consultation was currently being undertaken on the statutory proposal to extend the age range of Fairfield Junior School and close Fairfield Infant School and creating an 'All Through Primary School'; this would close on 16 October 2013. The Executive Board of the Council would then consider the outcome of the statutory consultation on 7 November 2013 and if approved, the 'All Through School' would commence on 1 January 2014. Schools Forum was therefore, requested to consider the funding arrangements at this meeting.

The report outlined the proposed arrangements for the allocation of the lump sum factor and sought permission to provide a split site allocation.

RESOLVED: That Schools Forum:

1. approve the principle of allocating a split site allowance;
2. approve the proposed criteria and the suggested basis for calculating the split site allocation; and
3. approve the proposed allocation of 85% of the lump sum for merging schools.

SCF16 SCHOOL FUNDING REFORM 2014-15

The Forum was advised of the decisions required for the new School Funding Formula as per the Department for Education requirements.

Agreement was sought from them on the funding factors to be used in the budget allocation process for 2014-15. It was noted that a consultation had taken place during September with: secondary Head Teachers and/or secondary business managers; with primary head teachers at the finance SLA training sessions; and a separate primary chequebook school head teacher/finance administration session. A consultation questionnaire was circulated to all primary head teachers with a short deadline for responses to ensure all views could be collated and fed into the report. A summary of responses was attached to the report at Appendix A.

It was determined that no changes would be required to the Funding Formula for next year and the Forum agreed to the recommendations listed below for 2014-15.

RESOLVED: That Schools Forum:

1. agree the use of seven funding factors;
2. agree that funding is kept as much as possible within that funding factor;
3. agree the continuation of the Basic Per Pupil factor at a cash value as close as possible to the value for 2013-14 adjusted only to keep within the overall Primary and Secondary schools total budgets;
4. agree that for the deprivation funding factor we continue to target funding using Free School Meals Ever 6 and IDACI on a 50/50 split;
5. agree that we set a proportion of 13.23% of delegated School Block funding to be allocated through the Deprivation factor;
6. agree to the continued use of the Prior Attainment funding factor;
7. agree that for the above funding factor, we continue to use the EYFSP threshold set at 73 points and below alongside the new profile of a Good Level of

Development;

8. recognise that the continuing use of this factor would result in a reduced amount payable per pupil due to the changes in the number of eligible pupils;
9. agree to continue to use the Looked After Children funding factor;
10. agree to review the cash value of the Looked After Children Factor in January 2014 once the number of eligible pupils was known;
11. agree to continue to use the Lump Sum funding factor;
12. agree that the value of the lump sum remains at the same level for Primary schools;
13. agree that the value of the lump sum remained at the same level for secondary schools;
14. agree that the method of re-distributing any cash balance is taken in January 2014 once the decision regarding the merger has been announced;
15. agree that funding for LA Rates continue on the same basis as for 2013-14;
16. agree that PFI continues to be funded at the same level as 2013-14;
17. agree that we continue to not use English as an Additional Language funding factor;
18. agree that we continue to not use the Pupil Mobility funding factor;
19. agree that we use the Split Sites funding factor;
20. recognises that we are unable to use the new Sparsity funding factor;
21. recognised that we are unable to use the London Fringe and Post 16 funding factors; and
22. agree that Notional SEN was identified at 5% for each funding factor used.

SCF17 FINAL DSG ALLOCATION 2013-14

The Forum was advised of the final Dedicated Schools Grant allocation for 2013-14 and the variance from the initial allocation was identified.

It was noted that local authorities were given indicative DSG allocations in December 2012 rather than having to calculate individually, and that the Schools Block funding for Primary and Secondary schools was based on the October 2012 school census. The **indicative** DSG allocation for 2013-14 was £101,282,000 based on the funding figures explained in the report.

It was reported that the **final** DSG allocation for Halton after taking into consideration the increases and

decreased explained in the report was £101,570,000, made up of:

| | |
|--|-------------|
| Schools Block | £81,718,000 |
| Early Years Block | £3,865,000 |
| High Needs Block | £13,888,000 |
| Two year old free entitlement | £1,930,000 |
| Transition funding for 3 & 4 year old protection | £117,000 |
| Induction for newly qualified teacher funding | £26,000 |
| Share of £7m previously paid to NMSS | £27,000 |

Halton Borough Council was receiving a total of £83,093,000. The difference between this figure and the total DSG for Halton was the amount payable to the Academies in Halton (£18,237,000) and the per place allowance for commissioned places in Independent Special Schools (£240,000).

RESOLVED: That the revised DSG allocation of £101,570,000 (before academy recoupment) was confirmed and the variation noted by the School Forum.

SCF18 CONTINGENCY UPDATE

Carole Owen and Jim Wilson declared an interest in the following item: Carole Owen was a Governor at Ditton Primary School and Jim Wilson was a personal friend of Andrew Buckley, the Headteacher at Ditton Primary. To avoid any allegation of bias they did not participate in the debate and abstained from voting on the matter.

Ann McIntyre provided the Forum with the contingency update and introduced a request for additional growth funding made by Ditton Primary School.

The Headteacher Mr Andrew Buckley then presented the details of the application to the Forum. A copy of the application was appended to the report which provided details of the increases in pupil numbers since September 2012, which was expected to continue up to September 2014.

He asked the Forum to consider their request and determine whether it was appropriate for them to receive additional support in 2013-14.

The application was discussed taking into

consideration the extent of growth being experienced at the school. It was noted however that the school had already received some additional funding for 2013-14, and therefore it was deemed inappropriate to award the full amount requested.

It was agreed that the amount already received would be taken from the £100,000 requested, and the remaining balance would be paid to the school. Financial Services would make the calculation and advise members accordingly, so that the funding could be provided.

RESOLVED: That Schools Forum would pay the amount remaining from the £100,000 requested, after the amount already paid has been subtracted.

SCF19 PRIMARY PE & SPORTS GRANT

A report was presented to the Forum which updated them on the Primary PE and Sports Grant for the academic year 2013-14.

The Forum was reminded that in March 2013 the Department for Education announced a new grant under the Additional Grant to School's for Primary school sport funding. This announcement stated that each school with 17 pupils or more would receive a lump sum of £8,000 plus £5.00 per primary aged pupil. Schools with less than 17 pupils would receive no lump sum but £500 per pupil for primary aged pupils. Based on this information it was estimated that Halton primary schools and schools with primary aged pupils would receive £465,419 for 2013-14.

At the time of publishing the agenda report the Council had been notified (in September 2013) of the allocations by the DfE but these were significantly different to the March announcement. They stated that:

- schools with 17 or more pupils were now receiving a lump sum of £7,534 plus £5.00 per pupil where pupils are aged 5 to 11; however pupils in reception classes irrespective of age appear to be excluded. Smaller schools with less than 17 pupils would receive £475 per pupil where pupils were aged 5 to 11.
- 65% of the grant would be paid to local authorities on 1 October 2013, and the final 35% would be paid on 30 April 2014; this was different from the original advice where it was stated that it would be paid by beginning of October 2013. This meant that schools

would now receive a total of £431,375 within the academic year with £278,956 payable in October and the remaining £152,419 payable next year. It was noted that no funding had been announced for The Grange All Through School.

Officers advised however that since writing this report, there had been a further update to the above announcement; the DfE had now come back to say that they were made in error, it was hoped therefore that they would revert to the original figures and details, those announced in March 2013.

RESOLVED: That the report and update be noted.

SCF20 CAPITAL UPDATE

The Forum was provided with a summary and progress update of the Capital Programme 2013-14 for the Children and Enterprise Directorate.

In March 2013 the Department of Education (DfE) announced the schools capital grant allocations for 2013-14. The Executive Board approved the implementation of the capital programme at its meeting on 28 March 2013.

Details of the funding received was tabled in the report, together with the key capital programmes and projects information this funding was supporting, with a progress update for each element of the programme; this was attached as appendices:

- Appendix 1 – Capital Repairs Programme 2013-14
- Appendix 2 – Planned Maintenance Programme 2013-14 – VA Schools
- Appendix 3 – School Modernisation Projects 2013-14
- Appendix 4 – Access Initiative Programme 2013-14

RESOLVED: That Schools Forum approve the report.

SCF21 ACADEMY UPDATE

The Forum was presented with a report which summarised the academy conversion process, outlined the implications for the local authority and the schools it maintained and introduced a fee from schools to cover the

costs incurred by the Councils.

It was noted that in Halton a number of schools had converted to academy status. The Council had worked with each school to try and secure a smooth conversion, however, it was evident that each conversion was different and all had been both complex and time consuming, particularly for the staff within the Council. The timeline for conversions so far had varied depending on the complexity of the conversion.

The Forum was advised that in recognition of the additional advice and support schools required, the DfE provided a one off lump sum of £25,000 to the school towards the costs of conversion. However, no additional funding was provided by the DfE to cover the additional costs incurred by the Council during the process. It was noted that Council services such as Legal, Human Resources, Financial, Property Services, Estates, Health and Safety, Audit, Insurance and School Improvement and Children's Organisation and Provision Officers were all involved in the conversion process. Further, for community and controlled schools there were also employment issues involved including TUPE.

It was proposed therefore; that to ensure a contribution towards the costs the Council incurred during conversions and to ensure that support to other maintained schools was not compromised; to introduce a fee of £5,000 for each academy conversion. Details were provided in the report of the Education Building Development Officers Group survey and results in relation to cost recovery.

RESOLVED: That Schools Forum approve the introduction of a fee of £5,000 for schools converting to academy status.

Meeting ended at 6.30 p.m.

REPORT TO: Schools Forum

DATE: 21 January 2014

REPORTING OFFICER: Senior Finance Officer

SUBJECT: Dedicated Schools Grant 2014-15

WARDS: Boroughwide

1.0 PURPOSE OF THE REPORT

1.1 To inform Schools Forum of the indicative allocation of the Dedicated Schools Grant settlement for 2014-15.

2.0 RECOMMENDATION: That Schools Forum note the DSG settlement for 2014-15.

3.0 SUPPORTING INFORMATION

3.1 On 18th December 2013 the Department for Education announced the Dedicated Schools Grant (DSG) for 2014-15.

3.2 Once again the DSG settlement is split between three notional blocks: Schools Block, High Needs Block and Early Years Block.

3.3 For 2014-15 the Per Pupil Unit of Funding for the Schools Block has remained the same as for 2013-14 at £4,857.53. The number of pupils in 2013-14 was 16,901 giving a cash value of £81,718,000. The number of pupils for 2014-15 has increased to 17,102 so the total cash value of the schools block is £81,932,000.

3.4 It should be noted that the Primary age pupils have increased by 232 while Secondary age pupils have decreased by 31.

3.5 The per pupil Unit of Funding for the Early Years Block also remains the same at £3,363.39 giving a total cash value of £3,865,000.

3.6 The High Needs Block has been allocated at £13,887,000, a slight increase from 2013-14 from £13,675,000.

3.7 We have received a further amount of £2,091,000. This is for 2 year-old early education places (£2,171,000), and funding for the induction of Newly Qualified Teachers (£26,000) less a top-slice for Carbon Reduction Commitment of £106,000.

3.8 The total DSG settlement for 2014-15 is £101,774,000 which is a very slight increase from the 2013-14 settlement of £101,570.

4.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

| Document | Place of Inspection | Contact Officer |
|-------------------------|----------------------------|------------------------|
| DSG 2014-15 allocations | Kingsway House | Anne Jones |

REPORT TO: School Forum

DATE: 21st January 2014

REPORTING OFFICER: Senior Finance Officer, Financial Management Division

SUBJECT: Central DSG Budgets 2014-15

1.0 **PURPOSE OF REPORT**

1.1 **To report to the School Forum an update on the Centrally Held Dedicated Schools Grant Budgets for 2014-15.**

2.0 **RECOMMENDATION**

RECOMMENDED:

- (1) The report be noted.
- (2) That the Central DSG budgets from the notional Schools Block are set at £1,348,432.
- (3) That the Central DSG budgets from the notional Early Years Block are set at £4,220,834.
- (4) That the Central DSG budgets from the notional High Needs Block are set at £5,937,653.
- (5) That further re-alignment of Central DSG budgets from the notional High Needs Block is undertaken should it be required.

3.0 **SUPPORTING INFORMATION**

3.1 **Background**

Following the introduction of the new funding formula the Centrally Held Dedicated Schools Grant Budgets have been re-aligned to take account of the new requirements of the funding regulations and needs within the Borough.

3.2 **Regulations**

Centrally Held DSG budgets from the Schools Block element are tightly restricted. No such restrictions are in place for Centrally held budgets from the High Needs Block or Early Years Block.

3.3 **Schools Block**

We are proposing to set Central DSG budgets from the Schools block totalling **£1,348,432**.

This is £101,380 higher than previous year's notional Schools Block central DSG. A budget duplication has been corrected in regard to

the contribution to Halton's Safeguarding Children Board. The contingency budgets that are no longer allowed under the new funding regulations have been removed and the Pupil Growth Contingency has been written in at £380,000.

3.4 **Early Years Block**

We are proposing to set Central DSG budgets from the Early Years block totalling **£4,220,834**.

3.5 This is a reduction of £163,194 following the reduction of two budgets that are no longer used. However, we are increasing the 3 & 4 year old Free Entitlement budget by £234,220 to bring the budget more into line with expected spend. The notional budget for 2 year old Free Entitlement has been reduced by £550,000 to bring the overall Early Years expected budget spend to match the notional Early Years grant.

3.6 **High Needs Block**

We are proposing to set Central DSG budgets from the High Needs block totalling **£5,937,653**.

This is an increase of £608,620 due to writing in the budget of £1,069,000 for Post 16 High Needs while writing out budgets totalling £460,380. These budget reductions are aligning the historic budgets to staffing/non-staffing changes that have taken place over the last couple of years.

3.7 **Summary**

With the proposed Primary and Secondary school budgets plus estimates for Special schools, the PRU, Special units, Nursery schools and Nursery units we are currently forecasting an under-allocation of DSG of £385,651. However, we are expecting that the budget requirements for Special schools will increase. Should the under-allocation be insufficient further re-alignment of High Needs budgets can be considered.

4.0 **POLICY IMPLICATIONS**

4.1 None

5.0 **OTHER IMPLICATIONS**

5.1 None

REPORT TO: Schools Forum

DATE: 21 January 2014

REPORTING OFFICER: Senior Finance Officer, Financial Management Division

SUBJECT: Pupil Growth Contingency

1.0 **PURPOSE OF REPORT**

1.1 **To report to the School Forum options for the Pupil Growth Contingency for 2014-15.**

2.0 **RECOMMENDATION: That**

- (1) **The report be noted;**
- (2) **That the Secondary contingency criteria and funding value remains at the same level as for 2013-14; and**
- (3) **That a decision be taken on which option to implement for the Primary contingency.**

3.0 **SUPPORTING INFORMATION**

3.1 **Background**

At the October meeting it was agreed that the Pupil Growth Contingency for Primary schools would remain at £300,000 while the Secondary schools would remain at £80,000. A request was made for options to be investigated for the January meeting. It should be noted that a decision is required as the criteria needs to be submitted to the Education Funding Agency with the Schools Block funding formula.

3.2 **Secondary Pupil Growth Contingency**

It is recommended that the criteria is kept at an increase of 15 or more pupils at Key Stage 3/4, to be funded at £1,099.16 per pupil.

3.3 **Primary Pupil Growth Contingency**

As the contingency budget is set at £300,000 while expenditure for 2013-14 is currently just under £700,000 we have to look at options for re-working either the criteria or cash value offered.

Option 1: to keep the current criteria of infant ghost pupils plus funding increases of 15 or more pupils at either Key Stage 1 or Key Stage 2 but to fund at a significantly reduced per pupil amount of £350.00 per year (down from £1,099.16 per pupil). This is calculated based on the October census for the current year to the October census for the previous year. Therefore funding will be

calculated after the Autumn census and would not be paid to qualifying schools until the start of the Spring Term.

Option 2: this is the same as Option 1 but calculated on a termly basis using each term's census. Funding would be devolved to schools during the following term.

Option 3: the same as Option 1 but without any funding for primary increases of 15 or more pupils so allowing the full £300,000 to be used for infant ghost funding, funded at £525.00 per ghost pupil. To be calculated on a yearly basis using the October census so would not be paid to schools until the Spring term.

Option 4: the same as Option 3 but calculated on a termly basis using each term's census. Funding would be devolved to schools during the following term.

Option 5: to fund infant ghost pupils in six bands as below with funding allocated on a mid-range basis as below apart from Band A which will not be funded. However the per pupil amount will still be at the significantly reduced level of £350.00 as in Option 1. To be calculated on a yearly basis using the October census so would not be paid to schools until the Spring Term.

Option 6: this is the same as Option 5 but calculated on a termly basis using each term's census. Funding would be devolved to schools during the following term.

| Band | No of Ghosts |
|------|--------------|
| A | 0-5 |
| B | 6-10 |
| C | 11-15 |
| D | 16-20 |
| E | 21-25 |
| F | 26-29 |

Option 7: to reduce the Primary Pupil Growth Contingency budget from £300,000 to £100,000 and to use this reduced level to fund schools which have an increase of 15 or more pupils in Key Stage 1/2. Using pupil numbers for 2013-14, this could be funded at £523.56 per pupil. The £200,000 reduction would be repaid to schools at £4,000 per school.

This option does mean that we will no longer be funding infant ghost pupils. While we are required to comply with statutory maximum class sizes we are no longer required to fund this. Unless we increase the Primary Pupil Growth Contingency budget the quantity of ghost pupils means that funding is insufficient to fund a teacher's

post.

3.4 The attached appendix details how the above options will affect the Primary schools based on 2013-14 numbers. Based on the details given above I have identified which option(s) will give the highest funding to each school. As you will see, Option 7 of reducing the contingency budget and reimbursing schools gives the highest funding to the highest number of schools.

4.0 **POLICY IMPLICATIONS**

4.1 None

5.0 **OTHER IMPLICATIONS**

5.1 None

Primary Phase

| school | KS1 ghost funding options | | | | | | | | |
|--|---------------------------|------------------------|--------------------------|-----------------------|---------------------------|------------------------|----------------------------|------------------------|--|
| | Option 1 | Option 2 | Option 3 | Option 4 | Option 5 | Option 6 | Option 7 | | |
| | plus KS2 15+ full year | plus KS2 15+ Termly | No KS2 fund full year | No KS2 fund Termly | plus KS2 15+ full year | plus KS2 15+ Termly | No ghost fund full year | KS1/2 15+ full year | |
| All Saints Upton Primary | £ 3,500 | £ 2,917 | £ 5,250 | £ 4,375 | £ 2,800.00 | £ 2,800.00 | £ 4,000 | £ - | |
| Astmoor Primary | £ 7,000 | £ 8,867 | £ 10,500 | £ 13,300 | £ 6,300.00 | £ 8,633.33 | £ 4,000 | £ - | |
| Beechwood Primary | £ - | £ 467 | £ - | £ 700 | £ - | £ - | £ 4,000 | £ - | |
| Brookvale Primary School | £ 4,550 | £ 3,033 | £ 6,825 | £ 4,550 | £ 4,550.00 | £ 2,450.00 | £ 4,000 | £ - | |
| Castle View Primary | £ 9,450 | £ 6,300 | £ 14,175 | £ 9,450 | £ 9,800.00 | £ 6,533.33 | £ 4,000 | £ - | |
| Daresbury Primary | £ 5,250 | £ 5,133 | £ 7,875 | £ 7,700 | £ 4,550.00 | £ 4,550.00 | £ 4,000 | £ - | |
| Ditton Primary | £ 9,450 | £ 7,817 | £ 14,175 | £ 11,725 | £ 9,800.00 | £ 8,050.00 | £ 4,000 | £ 20,942.00 | |
| Fairfield Infant | £ 700 | £ 2,567 | £ 1,050 | £ 3,850 | £ - | £ 2,450.00 | £ - | £ - | |
| Fairfield Junior | £ - | £ - | £ - | £ - | £ - | £ - | £ 4,000 | £ - | |
| Farnworth Primary | £ 3,500 | £ 4,900 | £ 5,250 | £ 7,350 | £ 2,800.00 | £ 4,550.00 | £ 4,000 | £ - | |
| Gorsewood Primary | £ 1,400 | £ 933 | £ 2,100 | £ 1,400 | £ - | £ - | £ 4,000 | £ - | |
| Hale Primary | £ 350 | £ 467 | £ 525 | £ 700 | £ - | £ - | £ 4,000 | £ - | |
| Halebank Primary | £ 9,800 | £ 4,083 | £ 14,700 | £ 6,125 | £ 9,800.00 | £ 4,200.00 | £ 4,000 | £ - | |
| Hallwood Park Primary | £ 9,800 | £ 3,383 | £ 14,700 | £ 5,075 | £ 9,800.00 | £ 3,266.67 | £ 4,000 | £ - | |
| Halton Lodge Primary | £ 700 | £ 467 | £ 1,050 | £ 700 | £ - | £ - | £ 4,000 | £ - | |
| Hillview Primary | £ 2,100 | £ 2,217 | £ 3,150 | £ 3,325 | £ 2,800.00 | £ 2,800.00 | £ 4,000 | £ - | |
| Lunts Heath Primary | £ 6,300 | £ 3,850 | £ 9,450 | £ 5,775 | £ 6,300.00 | £ 3,616.67 | £ 4,000 | £ 23,560.00 | |
| Moore Primary | £ - | £ 6,883 | £ - | £ 10,325 | £ - | £ 6,533.33 | £ 4,000 | £ - | |
| Moorfield Primary | £ - | £ 4,317 | £ - | £ 6,475 | £ - | £ 4,200.00 | £ 4,000 | £ - | |
| Murdishaw West Primary | £ 1,050 | £ 3,383 | £ 1,575 | £ 5,075 | £ - | £ 3,033.33 | £ 4,000 | £ - | |
| Oakfield Primary | £ 2,100 | £ 9,800 | £ 3,150 | £ 14,700 | £ 2,800.00 | £ 9,800.00 | £ 4,000 | £ 8,901.00 | |
| Our Lady Mother of the Saviour Primary | £ 1,400 | £ 1,983 | £ 2,100 | £ 2,975 | £ - | £ 1,516.67 | £ 4,000 | £ - | |
| Our Lady of Perpetual Succour Primary | £ 350 | £ 1,167 | £ 525 | £ 1,750 | £ - | £ 933.33 | £ 4,000 | £ - | |
| Pewithall Primary | £ 10,150 | £ 3,383 | £ 15,225 | £ 5,075 | £ 9,800.00 | £ 3,266.67 | £ 4,000 | £ - | |
| Runcorn All Saints Primary | £ 2,450 | £ 2,800 | £ 3,675 | £ 4,200 | £ 2,800.00 | £ 3,383.33 | £ 4,000 | £ - | |
| Simms Cross Primary | £ 1,050 | £ 3,500 | £ 1,575 | £ 5,250 | £ - | £ 3,266.67 | £ 4,000 | £ 11,518.00 | |
| Spinney Avenue Primary | £ - | £ 6,767 | £ - | £ 10,150 | £ - | £ 6,533.33 | £ 4,000 | £ - | |
| St Augustines Primary | £ 7,350 | £ 6,650 | £ 11,025 | £ 9,975 | £ 8,050.00 | £ 6,883.33 | £ 4,000 | £ - | |
| St Basils Catholic School | £ 3,500 | £ 5,367 | £ 5,250 | £ 8,050 | £ 2,800.00 | £ 5,133.33 | £ 4,000 | £ - | |
| St Bedes Infant | £ 3,500 | £ 5,367 | £ 5,250 | £ 8,050 | £ 2,800.00 | £ 5,133.33 | £ 4,000 | £ - | |

| | | | | | | | | | | | | | | | | |
|-------------------------|----------|----------------|----------|----------------|----------|----------------|----------|----------------|----------|----------------|----------|----------------|----------|----------------|----------|----------------|
| St Bedes Junior | £ | - | £ | - | £ | - | £ | - | £ | - | £ | - | £ | 4,000 | £ | - |
| St Bertelines Primary | £ | 7,700 | £ | 7,000 | £ | 11,550 | £ | 10,500 | £ | 8,050.00 | £ | 6,883.33 | £ | 4,000 | £ | - |
| St Clements Primary | £ | 350 | £ | - | £ | 525 | £ | - | £ | - | £ | - | £ | 4,000 | £ | - |
| St Edwards Primary | £ | 5,950 | £ | 5,017 | £ | 8,925 | £ | 7,525 | £ | 6,300.00 | £ | 5,133.33 | £ | 4,000 | £ | - |
| St Gerards Primary | £ | 2,450 | £ | 2,800 | £ | 3,675 | £ | 4,200 | £ | 2,800.00 | £ | 2,450.00 | £ | 4,000 | £ | 9,424.00 |
| St John Fisher Primary | £ | 5,600 | £ | 5,833 | £ | 8,400 | £ | 8,750 | £ | 6,300.00 | £ | 5,133.33 | £ | 4,000 | £ | 7,853.00 |
| St Martins Primary | £ | 700 | £ | 350 | £ | 1,050 | £ | 525 | £ | - | £ | - | £ | 4,000 | £ | - |
| St Marys Primary | £ | 6,300 | £ | 6,417 | £ | 9,450 | £ | 9,625 | £ | 6,300.00 | £ | 6,300.00 | £ | 4,000 | £ | - |
| St Michaels Primary | £ | 2,100 | £ | 2,333 | £ | 3,150 | £ | 3,500 | £ | 2,800.00 | £ | 1,866.67 | £ | 4,000 | £ | - |
| The Brow Primary | £ | 5,600 | £ | 4,317 | £ | 8,400 | £ | 6,475 | £ | 6,300.00 | £ | 4,550.00 | £ | 4,000 | £ | - |
| The Grange All Through | £ | 2,450 | £ | 1,750 | £ | 3,675 | £ | 2,625 | £ | 2,800.00 | £ | 933.33 | £ | 4,000 | £ | 8,901.00 |
| The Holy Spirit Primary | £ | 3,850 | £ | 4,083 | £ | 5,775 | £ | 6,125 | £ | 4,550.00 | £ | 4,550.00 | £ | 4,000 | £ | - |
| The Park Primary | £ | 6,650 | £ | 6,883 | £ | 9,975 | £ | 10,325 | £ | 6,300.00 | £ | 6,883.33 | £ | 4,000 | £ | - |
| Victoria Road Primary | £ | 1,400 | £ | 4,433 | £ | 2,100 | £ | 6,650 | £ | - | £ | 4,550.00 | £ | 4,000 | £ | - |
| West Bank Primary | £ | 6,650 | £ | 7,117 | £ | 9,975 | £ | 10,675 | £ | 6,300.00 | £ | 6,883.33 | £ | 4,000 | £ | - |
| Westfield Primary | £ | 9,100 | £ | 8,633 | £ | 13,650 | £ | 12,950 | £ | 9,800.00 | £ | 8,633.33 | £ | 4,000 | £ | - |
| Weston Point Primary | £ | 2,100 | £ | 467 | £ | 3,150 | £ | 700 | £ | 2,800.00 | £ | - | £ | 4,000 | £ | - |
| Weston Primary | £ | 5,250 | £ | 3,267 | £ | 7,875 | £ | 4,900 | £ | 4,550.00 | £ | 3,033.33 | £ | 4,000 | £ | 8,901.00 |
| Windmill Hill Primary | £ | - | £ | 933 | £ | - | £ | 1,400 | £ | - | £ | 933.33 | £ | 4,000 | £ | - |
| Woodside Primary | £ | 2,450 | £ | 4,900 | £ | 3,675 | £ | 7,350 | £ | 2,800.00 | £ | 4,550.00 | £ | 4,000 | £ | - |
| Total Maintained | £ | 183,400 | £ | 195,300 | £ | 275,100 | £ | 292,950 | £ | 177,100 | £ | 186,783 | £ | 196,000 | £ | 100,000 |
| Palace Fields Primary | £ | 8,050 | £ | 4,433 | £ | 12,075 | £ | 6,650 | £ | 8,050.00 | £ | 4,783.33 | £ | 4,000 | | 0 |
| Grand Total | £ | 191,450 | £ | 199,733 | £ | 287,175 | £ | 299,600 | £ | 185,150 | £ | 191,567 | £ | 200,000 | £ | 100,000 |

number of schools highest funded option

0 0 13 16 0 0 20

REPORT TO: School Forum

DATE: 21st January 2014

REPORTING OFFICER: Senior Finance Officer, Financial Management Division

SUBJECT: Schools Block Budgets 2014-15

1.0 **PURPOSE OF REPORT**

1.1 **To report to the School Forum on the final funding formula for Primary and Secondary schools for 2014-15.**

2.0 **RECOMMENDATION**

RECOMMENDED:

(1) The report be noted.

3.0 **SUPPORTING INFORMATION**

3.1 **Background**

At the last School Forum decisions were taken on how the funding formula should be adopted for Halton Primary and Secondary maintained schools, academies and free school. At the time of writing this report work is underway to calculate the cash values of each funding factor to be used and subsequently the indicative school budgets from the Schools Block of the Dedicated Schools Grant.

3.2 **Budget availability for Primary and Secondary schools**

The DSG notional allocation for Schools Block is £81,825,824 including the top-slice for the Carbon Reduction Commitment. The overall budgets for Primary and Secondary schools has been calculated by taking the budget for 2013-14, dividing by the number of pupils in the relevant phase for 2013-14 and multiplying by the number of pupils in the relevant phase for 2014-15. This has seen the Primary overall budget increase from £38,144,496 to £39,062,822 while the Secondary overall budget has decreased slightly from £39,729,224 to £39,642,136.

These figures include adjustments for Primary schools for the increase of 232 pupils within the phase, the reduction in lump sum total following the merger of Fairfield Junior and Infant schools and an addition for the agreed Split Site allowance. For Secondary schools the adjustments are for the decrease of 31 pupils within the phase but a one-off addition of £80,000 being the unused Pupil

Growth Contingency budget in accordance with the funding regulations.

3.3 A further paper will be distributed to Schools Forum members detailing the cash values of the funding factors, overall budget used and Schools Block budgets for individual schools when completed.

3.4 **Early Years and High Needs Funding**

Nursery Schools, Nursery Units, Special Schools, Special Units and the PRU are funded based on the January 2014 census data which has not yet been released. These budgets will be calculated as quickly as possible but it is unlikely schools will receive this information until March 2014.

4.0 **POLICY IMPLICATIONS**

4.1 None

5.0 **OTHER IMPLICATIONS**

5.1 None

REPORT TO: Schools Forum

DATE: 21 January 2014

REPORTING OFFICER: Divisional Manager Post 16 Development & 14-19 Entitlement Strand

SUBJECT: High Needs Students Assessment Framework Support

WARD(S) Borough-wide

1.0 **PURPOSE OF THE REPORT**

1.1 **To inform School Forum of:**

- **The implementation of the High Needs Students (HNS) Assessment Framework and its success in managing applications from Post 16 institutions.**
- **The use of support to implement the HNS Assessment Framework.**

2.0 **RECOMMENDATION: That School Forum agree to fund from the High Needs budget additional support to implement the High Needs assessment process up to £14,000.**

3.0 **SUPPORTING INFORMATION**

3.1 In April 2013 Halton Local Authority introduced the High Needs Students Assessment Framework in response to each local authority becoming responsible for managing the funding for education support for high needs students aged 0-25, as outlined in the document School funding reform: Next Steps towards a fairer system, published on 26th March 2012.

3.2 The post 16 element of the Assessment Framework has been managed by the 14-19 (post 16 entitlement) Division. Through this assessment framework a total of 91 applications were received for high needs funding for Post 16 students from colleges and Independent Specialist Providers. These were processed through an assessment panel in summer 2013 and; providers were informed of funding decisions by July 2013.

3.3 By applying the rigour of the HNS Assessment Framework the current costs for Post 16 High Needs provision is approximately £850,000 compared to a budget previously funded by the Education Funding Agency of £1,240,000 in the 2011/2012 financial year.

3.4 The process of managing this significant change in post-16 provision and funding has required support from the administration,

commissioning and 14-19 team. However, due to the volume of work, the number of meetings and the detailed assessment process there is insufficient capacity across these teams to continue to support the process. This is likely to have a major impact on our ability to review and assess any further applications and could lead to a delay in funding for establishments and support to vulnerable young people.

3.5 The current position of 2013/14 applications is:

- Contracts and individual place agreements issued to 9 providers for 73 students, 3 contract and 19 individual place agreements have not been signed or returned to date.
- Outstanding queries on 1 application before a contract can be issued
- 74 Monitoring forms will be due in January 2014

3.6 To manage the applications received and ensure there is an auditable trail the following tasks are outstanding:

- Chase all outstanding contracts and individual place agreements.
- Revise and amalgamate all current documentation and electronic records to ensure one effective electronic file store system for all applications and supporting documentation, that includes log of queries and outcomes.

3.7 To implement an element of the quality assurance process the following tasks will require action from January 2014:

- Scrutinise all Monitoring forms received from institutions and use knowledge and expertise to judge if evidence of progress made by students is apparent, follow up all queries.
- Record all outcomes of the scrutiny, queries and actions.

3.8 It is essential to carry out this scrutiny to ensure provision is being monitored against the contract and costs are still appropriate.

3.9 To enhance data and information sharing between departments the following tasks will require action:

- Identify the data fields required for development within the LA SEN database.
- Record Post 16 placement details onto the database.

3.10 To prepare for the 2014/15 applications the following tasks will require action:

- Amend High Needs Assessment Framework following

evaluation feedback received

- Develop a timeline for the delivery of the Assessment Framework for 2014/15 and inform education institutions
- Report to School Forum on the experience of the process for 2013/14 and any proposed changes for 2014/15 at the 17th March 2014 meeting.

3.11

Once the 2014/15 process has been agreed there will then be the workload associated with the implementation of the Assessment Framework and the process of managing applications and Commissioning Panel meetings.

3.12

To manage the additional workload it is proposed that the High Needs budget support the costs of additional staffing up to a maximum budget of £14,000. This will allow additional support up to August 2014. The level of support required beyond August will be reviewed as part of the work undertaken to respond to the Children and Families Bill.

4.0 **POLICY IMPLICATIONS**

4.1 The High Needs Assessment Framework sets out the process by which applications from Further Education Colleges and Independent Specialist Providers will be assessed and funding agreed. Managing applications is essential to ensure a robust and auditable process is followed.

5.0 **OTHER IMPLICATIONS**

5.1 None

6.0 **IMPLICATIONS FOR THE COUNCIL'S PRIORITIES**

6.1 **Children & Young People in Halton**

Supports key priorities to ensure that Children and Young people with learning difficulties and disabilities access appropriate education opportunities.

6.2 **Employment, Learning & Skills in Halton**

Providing additional capacity to ensure the work of the team to continue to reduce the number of vulnerable young people Not in Education, Employment and Training (NEET) can progress.

6.3 **A Healthy Halton**

Provide the capacity to continue to further reduce NEET, young people in NEET are at a higher risk of ill health.

6.4 **A Safer Halton**

Young people who are NEET are more likely to be involved in criminal activity.

6.5 **Halton's Urban Renewal**

With the significant investment in Urban Renewal project in Halton partnerships are ensuring that employment, learning and skills opportunities are written into key performance indicators within all new development contracts. Linking through the Employment, Learning and Skills Strategic Partnership opportunities for pathways from education, including Alternative Provision, into employment opportunities can be identified in addition to opportunities for employer mentoring.

7.0 **RISK ANALYSIS**

7.1 If additional support is not provided the provision of appropriate placements for the most vulnerable post-16 learners will be delayed. This will also impact on the funding of the providers.

7.2 The capacity to scrutinise the Monitoring forms is an essential element of managing contract compliance and ensuring value for money from providers.

8.0 **EQUALITY AND DIVERSITY ISSUES**

8.1 Halton Borough Council has a statutory duty to secure that it makes available to young people aged 13-19 and to those aged 20-24 with a Learning Difficulty Assessment support that will encourage, enable or assist them to participate in education or training.

9.0 **LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972**

None under the meaning of the Act.

REPORT TO: Halton School Forum

DATE: 21st January 2014

REPORTING OFFICER: Operational Director – Children’s Organisation and Provision

SUBJECT: Ashley Post-16 Transitional Funding

WARDS: Borough Wide

1.0 PURPOSE OF REPORT

To approve transitional funding for staffing costs for the new post-16 provision at Ashley School.

2.0 RECOMMENDED: That School Forum

2.1 approve the funding of the costs of the staffing from April to September 2014 to support the development of post-16 provision at Ashley School.

3.0 SUPPORTING INFORMATION

3.1 Following a statutory consultation on 28th March 2013 the Executive Board of the Council agreed that Ashley School be re-designated Ashley as a school for vulnerable pupils with a diagnosis of Autism and those with social and communication needs who have moderate to high learning abilities. It was also agreed to extend provision from 16 to 19 years.

3.2 Although the 11-16 redesignation commenced in September 2013 it was agreed that to allow development of the facilities and the offer for post-16 that this would not commence until September 2014.

3.3 The capital programme to develop the post-16 facilities will be completed in May 2014 and work is currently being finalised on the Ashley offer for post-16. The provision will offer up to 42 post 16 places from 16-19 across three year groups.

3.4 To ensure that the provision is fully operational for September 2014 the school will need to employ a member of staff paid on TLR1 to manage and co-ordinate the new provision; three teachers and 3 teaching assistants. From September 2014 the costs of these new staff will be picked up from the schools budget however as staff need to be appointed to take up their posts after Easter 2014 School Forum are asked to fund the costs of these posts for one term only.

- 3.5** The estimated costs of the staffing for the summer term 2014 is in the region of £110,000. This is based on a teacher on the top of TLR 1 with an SEN allowance, 3 teaching staff at the top of the grade with SEN allowances and 3 teaching assistants on HBC 4 Scale 18 and SEN allowances.
- 3.6** School Forum are asked to fund this costs from the centrally held underspend contingency for the period April to September 2014.

| | |
|---------------------------|--|
| REPORT TO: | School Forum |
| DATE: | 21 st January 2014 |
| REPORTING OFFICER: | Operational Director-Children Organisation and Provision |
| SUBJECT: | Pupil Referral Unit |
| WARD(S) | Borough-wide |

1.0 **PURPOSE OF THE REPORT**

- 1.1 To inform School Forum
- of the Budget Arrangements for The Bridge Pupil Referral Unit (PRU) 2014/2015.

2.0 **RECOMMENDATION: That School Forum:**

2.1 agree to a continuation of the high needs top up arrangement in place for early intervention.

2.2 approve the carry forward of any unspent PRU balances within the DSG from 2013/2014 to 2014/2015.

3.0 **SUPPORTING INFORMATION**

- 3.1 To comply with new funding regulations Schools Forum agreed in March 2013 to delegate budgets to the PRU Management Committee to give them the powers necessary to run the PRUs.
- 3.2 In 2014/2015 The Bridge School (PRU) will receive the same base funding of £8,000 per pupil for 60 places(480,000) as 2013/2014
- 3.2 In 2013/14 a temporary arrangement was in place with the EFA for early intervention provided at a PRU whilst the pupil remained on the roll of a school. This provision was provided at no cost to the school and was funded by the local authority through a top up from the high needs budget. A review of Alternative Provision (AP) is underway that will inform the future funding arrangements for The Bridge School and the top up element from the high needs budget that will be delegated to the schools for early intervention.
- 3.3 Confirmation has been received that the LA can continue with the arrangement to retain the top up element for early intervention. Schools Forum are therefore requested to agree to an extension to this arrangement for a further financial year.
- 3.4 Schools Forum are requested to agree that any underspend on The

Bridge school budget be carried forward and used to support the uncertainty over the intervention place requirements in 2014/2015.

- 3.5 For pupils excluded from mainstream school the current arrangements will continue with schools paying back the relevant AWPU along with £9,000.

REPORT TO: School Forum

DATE: 21st January 2014

REPORTING OFFICER: Senior Finance Officer, Financial Management Division

SUBJECT: Additional Notional SEN funding

1.0 PURPOSE OF REPORT

1.1 To report to the School Forum the Additional Notional SEN funding criteria and allocations for 2013-14

2.0 RECOMMENDATION

RECOMMENDED:

- (1) The report be noted.

3.0 SUPPORTING INFORMATION

3.1 Background

It was agreed at the June 2013 School Forum that a sub-group be set up to decide on qualifying criteria for Additional Notional SEN funding and allocations for 2013-14.

Under the new School Funding Regulations Local Authorities can provide additional targeted support to schools where it would be unreasonable to expect the first £6,000 of additional support for all high needs pupils to be provided due to an exceptional number of such pupils on roll.

Local Authorities are required to state the qualifying criteria and method of allocation on the School Block Pro-Forma to be submitted to the Education Funding Agency (EFA) by 21st January 2014.

3.2 Sub-Group

The Sub-Group met on 29th November 2013 and discussed the eligibility criteria and options for funding methods.

3.3 Criteria adopted for Primary and Secondary Schools and Academies

- The Notional SEN budget for each school would be calculated at the agreed rate of 5% of total budget.
- The required Notional SEN budget would be calculated by counting the number of pupils in each school that receive enhanced provision support/statement support funded by the Local Authority and multiplying by £6,000 – the Notional SEN per pupil budget set by the EFA.
- Where a school has a Notional SEN budget that exceeds the required Notional SEN budget, no additional funding would be given.
- Where a school has a required Notional SEN budget exceeding the 5%

Notional SEN budget, the difference between the two figures would be funded.

Example:

3.4 School A has a total budget of £600,000
 The Notional SEN budget is therefore £30,000
 The school has 4 pupils receiving enhanced provision funding from the Local Authority so requires 4 x £6,000 of Notional SEN = £24,000
 As the school has a Notional SEN budget higher than the required Notional SEN budget (£30,000 compared to £24,000) then no further funding will be given.

School B has a total budget of £600,000
 The Notional SEN budget is therefore £30,000
 The school has 6 pupils receiving enhanced provision funding from the Local Authority so requires 6 x £6,000 of Notional SEN = £36,000
 As the school has a Notional SEN budget lower than the required Notional SEN budget (£30,000 compared to £36,000) then the school will receive an additional £6,000 of funding.

Timescale

3.5 This calculation will take place during the Autumn Term each year. Any additional bids from schools for further funding will be taken to the sub-group which aims to meet before the main School Forum meetings. Therefore, requests for additional funding will need to be submitted no later than three weeks before School Forum to allow time to assess eligibility and calculate funding before the meeting.

Early Years

3.6 Further work is to be undertaken on eligibility criteria for Early Years settings.

Additional Notional SEN for 2013-14

3.7 The following allocations were agreed at the sub-group as meeting the qualifying criteria:

| School | 5% Notional SEN budget | No of pupils | Required Notional SEN budget | Additional Notional SEN funding |
|------------------|------------------------|--------------|------------------------------|---------------------------------|
| St Edward's | £ 26,099 | 5 | £ 30,000 | £ 3,901 |
| Weston Point | £ 27,042 | 5 | £ 30,000 | £ 2,958 |
| Westfield | £ 32,744 | 10 | £ 60,000 | £ 27,256 |
| Murdishaw West | £ 38,182 | 9 | £ 54,000 | £ 15,818 |
| Simms Cross | £ 40,923 | 7 | £ 48,000 | £ 7,077 |
| Our Lady of PS | £ 35,748 | 6 | £ 36,000 | £ 252 |
| All Saints Upton | £ 37,201 | 7 | £ 42,000 | £ 4,799 |
| St John Fisher | £ 39,081 | 10 | £ 60,000 | £ 20,919 |

4.0 **POLICY IMPLICATIONS**

4.1 None

5.0 **OTHER IMPLICATIONS**

5.1 None

REPORT TO: School Forum

DATE: 21st January 2014

REPORTING OFFICER: Senior Finance Officer, Financial Management Division

SUBJECT: Pupil Premium Funding

1.0 PURPOSE OF REPORT

1.1 To report to the School Forum an update on the final levels of Pupil Premium funding for 2013-14 and funding for 2014-15.

2.0 RECOMMENDATION

RECOMMENDED:

(1) The report be noted.

3.0 SUPPORTING INFORMATION

3.1 Background

The Pupil Premium Grant is split into three areas to fund pupils who have been eligible for Free School Meals in the past six years, pupils who are the children of armed forces personnel in the past three years or who are Looked After.

3.2 2013-14 funding increase

Funding levels for 2013-14 were announced as:

| | |
|--------------------------|----------------|
| Free School Meals Ever 6 | £900 per pupil |
| Service Children Ever 3 | £300 per pupil |
| Looked After Children | £900 per pupil |

It was announced on 12th December 2013 that the funding level for Primary FSM6 pupils will be increased to £953 per pupil. The secondary FSM6 rate will remain at £900 per pupil. No changes are made to Service Children Ever 3 or Looked After Children rates.

3.3 2014-15 funding

Funding levels for 2014-15 were announced as:

| | |
|--------------------------------------|------------------|
| Free School Meals Ever 6 (Primary) | £1,300 per pupil |
| Free School Meals Ever 6 (Secondary) | £935 per pupil |
| Service Children Ever 3 | £300 per pupil |
| Looked After Children | £1,900 per pupil |

3.4 Eligibility criteria

The eligibility criteria for Free School Meal Ever 6 pupils will remain unchanged in 2014-15.

Looked After Children funding will apply to pupils who have been looked after for one day or more, instead of a minimum of 6 months. Children who have been adopted from care or leave care under a special guardianship order or residence order will also be eligible for Looked After Children funding. The additional funding for pupils adopted from care will enable schools to offer pastoral care as well as raising pupil attainment.

Children with parents in the armed forces will cover pupils previously attracting the premium since April 2011 even where the parent(s) are no longer in the armed forces or where parents have divorced. Schools will also be funded in respect of children of parents who were killed in action.

4.0 **POLICY IMPLICATIONS**

4.1 None

5.0 **OTHER IMPLICATIONS**

5.1 None

REPORT TO: Schools Form

DATE: 21 January 2014

REPORTING OFFICER: Operational Director Children's Organisation and Provision

SUBJECT: Development of a School Family Support Service

WARDS: Borough wide

1.0 PURPOSE OF THE REPORT

1.1 To outline a proposal for a Family Support Service within targeted Primary schools based on a key worker model. The aim is to provide an outreach family support service for families of children of school age (5-19 years). The service would support the Inspiring Families programme.

2.0 RECOMMENDATION: That the Forum

- 1) note the information within the report;**
- 2) support the agreed pilot approach for a school family support service by targeting clusters of schools by levels of deprivation;**
- 3) agree to the proposed criteria for the service; and**
- 4) Support agreement to a financial commitment for the three year programme.**

3.0 SUPPORTING INFORMATION

3.1 In 2010 the Prime Minister confirmed his intention to ensure that 120,000 troubled families are 'turned around' by 2015. The Troubled Families Unit has provided criteria for identifying 'troubled families'. On a basic level these are families that are most likely to live in households who:

- Are involved in crime and anti-social behaviour (ASB);
- Have children not in school;
- Have an adult on out of work benefits; and
- Cause high costs to the public purse.

3.2 Part of the Troubled Families programme, is to put in resources to incentivise and encourage local authorities and their partners to grasp the nettle; to develop new ways of working with families, which focus on lasting change, recognising that these approaches are likely to incur extra costs but that they will result in a shift in the way we work with these families in the future – reducing costs and improving outcomes.

3.3 Halton Borough Council has been acting as the local lead for the programme working co-operatively with all key partner agencies across the borough. The initiative is locally called Inspiring Families Halton.

3.4 There has been some initial contact with schools that highlights issues around the lack of resources to support families engaged within the CAF process.

4.0 PROPOSED OVERVIEW OF THE SERVICE

4.1 The School Family Support Service will be based on the key worker model and will be aimed at providing an outreach family support service to families with children of school age (5 – 19 years). It is a preventative service and will focus on families where there is no current social work involvement. The service will adopt the Whole-Family approach. A school family support worker may therefore work with siblings attending primary and secondary schools. The service will work on the principles of early support, building on the evidence base of the Allen review that intervening early is less costly and more effective in preventing generational transmission and breaking the cycle of deprivation.

4.2 The proposed criteria for the service include:

- Poor school attendance -a pupil who has had 15% unauthorised absences or more from school across the last 3 consecutive terms*.
- Behavioural difficulties –a pupil who has been subject to permanent exclusion or three or more fixed school exclusions across the last 3 consecutive terms; or is in a Pupil Referral Unit; or alternative provision because they have previously been excluded*.
- Crime/anti-social behaviour (proven offence in the household)
- Worklessness* (an adult on an out- of- work benefit. This includes: Employment and Support Allowance, Incapacity Benefit, Carer's Allowance, Income Support and/or Jobseekers Allowance, Severe Disablement Allowance).
- Health need as determined by a health or education professional (physical, mental and emotional) – this would utilise Educational Psychology assessments for mental/emotional health needs (and potentially support Inclusion traded services)
- Disclosed domestic abuse
- Disclosed substance misuse
- Disclosed neglect

**The Troubled Families programme criteria as detailed in the Financial Framework for the Troubled Families programme's payment-by-results scheme for local authorities*

4.3 To access the service a family would need to meet a minimum of 2 of the above criteria; this would ensure that the families who need more are prioritised as the service will have finite capacity. It would also support the borough in maximising the payment by results through Inspiring Families (national Troubled Families programme) as it includes the key outcome criteria.

4.4 This service would be a three year pilot project which will be performance managed by the Children's Commissioning Team within the Council. The Inspiring Families Strategic Group will fund the service 100% for a period of 1 year with each school signing an agreement to fund the service for a

further two years. Staff will be employed by Halton Borough Council and will receive professional supervision through Children's Services. This would include training and management support. This is a community-based service and therefore it is proposed groups of school family support workers will be located in community buildings across the borough, possibly within Children's Centres. This would support the multi-agency approach and enable the workers to develop a good knowledge of local community resources.

- 4.5 The Offer is to work with families to develop independence and resilience and improve their family outcomes by offering a 12 week medium intensive family intervention to improve parenting and family functioning.
- 4.6 The CAF assessment tool would underpin the support the family receives through the service. The assessment will provide an on-going record of needs, interventions and progress and enable a smooth transition where escalation to statutory or specialist services is deemed appropriate, or where service support is reduced (de-escalated).
- 4.7 The service would measure their performance on the following outcomes:
 - Improved school attendance
 - Improved school behaviour
 - Improved health
 - Reduced crime/ASB
 - Progress to work
 - Cost savings (reduction in level of risk, reduction in number of support workers/interventions, etc.)

Management of the Resource

- 4.8 Levels of need vary across the borough and the service will be flexible and responsive to need. Data sets from the Inspiring Families Support team will be used to anticipate where demand for the service is likely to be greatest. The staff will work with the whole family, including siblings at primary, secondary and special schools - the allocation of staff will be coordinated by an agreed management structure within the council and kept under constant review and revised accordingly. Within the three-year pilot phase feedback from the primary, secondary and special school will be an integral part of the review arrangements.

Profile of data/ need

- 4.9 Appendix 1 is a map that shows all primary schools within Halton with those that fall beneath the 10% level of deprivation. This gives is an indication of where the needs for the service are likely to be greater.
- 4.10 The proposal is to target schools below the 10% level and to work together on a cluster base of no more than three schools.

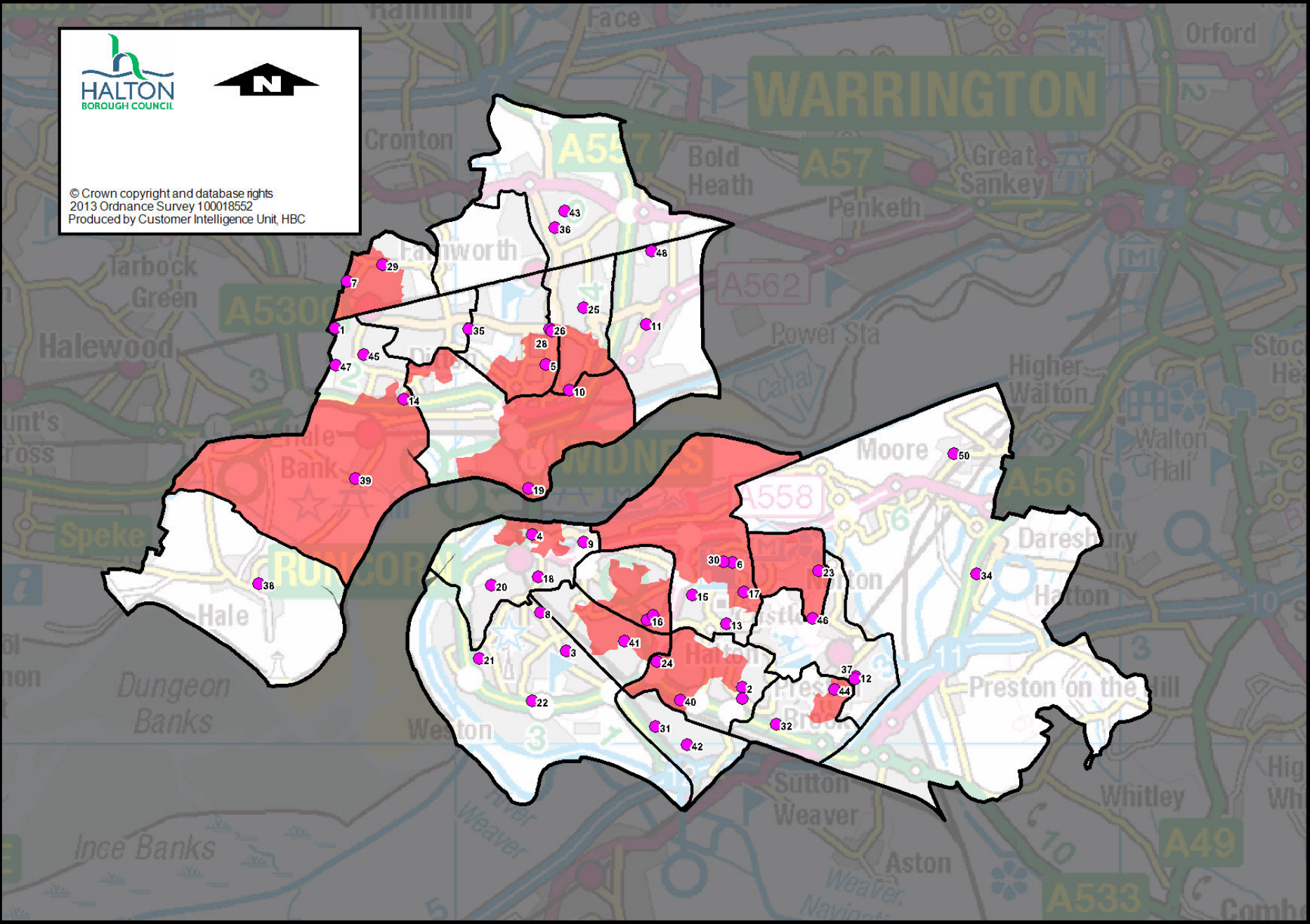
Funding

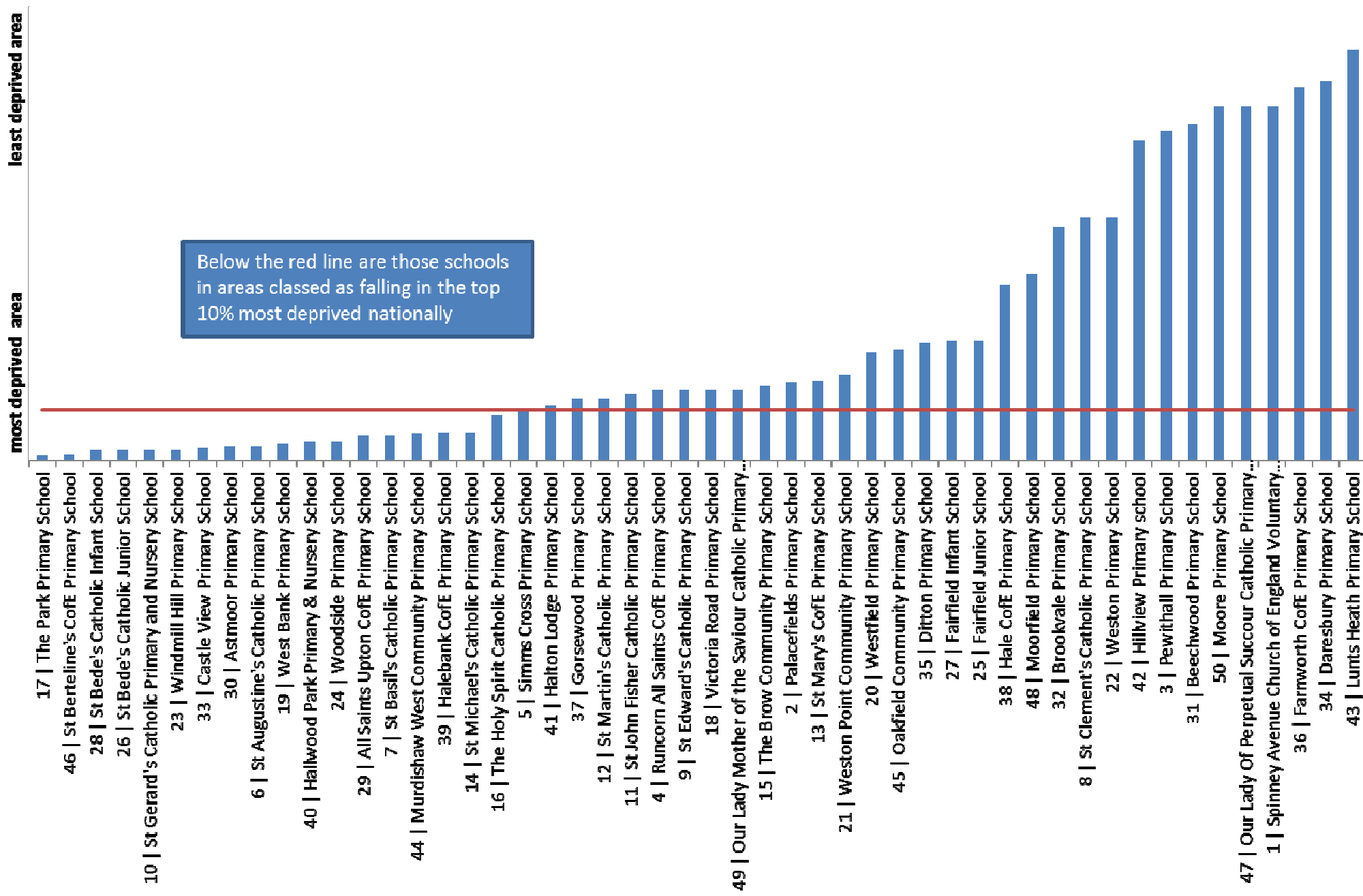
- 4.11 In terms of funding, the proposal is on the basis that the costs for the development and initial implementation of the service will be provided through the Troubled Families Financial framework for the first 12 months. These funds are time limited and therefore to enable sustainability of the service the council is looking that each school will signed an agreed service

level agreement that would outline levels of accountability, responsibility and financial contribution for a further two years.

- 4.12 Once the principle of the service is agreed the financial commitment will be clarified with the aim of implementation in April 2014. The programme will be run from April 2014 to July 2017.

Appendix 1 Map of Primary schools and top 10% most deprived areas nationally





REPORT TO: Schools Forum

DATE: 21 January 2014

REPORTING OFFICER: Operational Director – Children’s Organisation and Provision

SUBJECT: EAL Service Report January 2014
Review of the English as an Additional Language Service commissioned from St Chad’s High School

WARDS: Borough Wide

1.0 PURPOSE OF REPORT

To review the SLA to provide EAL support to Halton schools, and for Halton School Forum to make a decision about sustaining this funding beyond March 2014.

2.0 **RECOMMENDED: That School Forum continue to support the provision of the centrally based EAL service provided by St Chad’s at a cost of £146,828 for 2014/2015**

3.0 SUPPORTING INFORMATION

3.1 Since September 2004 there has been a significant increase in the number of children residing in Halton with English as an Additional Language Needs referred for support:

- In order to address these issues School Forum was approached in 2007 to seek to fund an EAL service from the Designated Schools Grant. School Forum agreed to make available £146828 which was the estimated cost of running a small service.
 - St Chad’s Specialist Language College expressed an interest in being commissioned to provide an EAL Service. The school has access to a wide range of staff who speak a range of languages and saw this work as an extension of their specialist status. An SLA was entered into with this school.
 - The LA worked with the school to develop a specification for the service and the SLA has been in place since April 2008 with the service available to schools since September 2008.

3.2 The key aspects of the support by the EAL service across Halton schools are:

- a) Offering support and advice to school staff on issues relating to working with EAL pupils
- b) Carrying out an initial assessment of the pupils' language development needs in first and second language.
- c) Monitoring and tracking the progress of EAL pupils and identifying where individual intervention would enhance learning, progress and attainment. Keeping records of progress of all EAL pupils.
- d) Supporting individual pupils and groups of pupils with their learning of English in the school setting to enable them to access the curriculum and make age-appropriate progress. Undertaking individual teaching where appropriate.
- e) Providing an opportunity for EAL pupils to express their concerns and issues in their first language and offering support and advice.
- f) Contributing to the success of pupil attainment in Halton.
- g) Providing school-family liaison, facilitating meetings including parents' evenings and translating important documents such as school reports.
- h) Supporting EAL pupils in transition from pre-school to reception, from KS2 to KS3 and from KS4 to post 16 provision.
- i) Providing INSET to schools according need eg NQT and ITT training.
- j) Liaising with schools and other agencies on safeguarding issues.
- k) Providing support to secondary schools so that EAL pupils are able to access examinations in the first language.
- l) Promoting community cohesion through cultural diversity activities.

3.3 The service has been running since September 2008 with three full-time members of staff. The service is currently supporting 307 EAL pupils speaking 23 different home languages in school settings across Halton. There are also 45 EAL children in pre-school settings across the LA who are known to the service. The service is currently working on a weekly basis in 16 primaries and in 6 secondary schools and providing support and guidance to most of the other schools in Halton. The service provides outstanding support for EAL pupils and this is reflected in the attainment of EAL pupils at key points in their school career. It is the belief of the steering group that this SLA offers good value for money and delivers the service in a cost effective way.

Debbie Burke: Deputy Headteacher at St Chad's

Anna Aleksic: EAL co-ordinator