

## Schools Forum

Minutes of meeting held on Tuesday 8 December, 2020 at 4.00 p.m.

### Virtual Meeting via Microsoft Teams

*Held in accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulation 2020; and conducted according to the Council's Standing Orders for Remote Meetings and those set out in the Council's Constitution.*

#### Present:-

Dr. A. Bruton (Vice Chair in the Chair) -	Secondary Academy Head Teacher
Mrs M. Sheehy	- Primary Head Teacher
Mrs C. Draper	- Primary Head Teacher
Mr. S. Davies	- Primary Head Teacher
Mrs N. Boys	- Primary Academy Head Teacher
Mr. M. Moody	- Primary Academy Representative
Mrs L. Foster	- Primary Governor
Mr. M. Fox	- Primary Governor
Mrs S. Bowen	- Secondary Head Teacher
Mr. B. Downey	- Secondary Academy Head Teacher
Mrs C. Fraser	- Special School Head Teacher
Ms E. Phillips	- Academy Special School, Phoenix Academy
Mr. C. Bury	- Alternative Provision School Principal
Mr. S. Pritchard-Jones	- Pupil Referral Unit Head Teacher

Councillor C. Towe	(Observer) - Portfolio Holder Education and Skills (Observer)
Mr. A. Orlik	(Observer) – C of E Diocese
Ms S. Guy	(Observer) – National Education Union

#### In Attendance: -

Ms S. Rowe - Executive Director, Children's Services  
 Ms S. Kelly – Director, Access & Achievement  
 Mr. L. Haynes – Interim Head of Finance - Corporate  
 Ms T. Pyatt – Head of Inclusion  
 Mr. A. Crabtree – Interim SEND Lead  
 Ms J. Jones – Group Manager, Early Help  
 Mrs B. Mycock – Democratic Services Officer/Clerk to Schools Forum

		Action
<b>1. 8.12.20</b>	<p><b>Welcome</b></p> <p>The Vice Chair opened the meeting by welcoming everyone and explaining and rules of procedure and legal context in which the meeting was being held. She also directed members of the public viewing the meeting to the papers, which could be found on the Council's Committee Management Information System (CMIS) webpage.</p> <p>Members confirmed they could both see and hear the proceedings.</p>	

<p><b>2.</b> <b>08.12.20</b></p>	<p><b>Apologies</b></p> <p>Apologies had been received on behalf of Mr. M. Vlahakis (Chair), Mr. I. Baker, Mrs J. Garrett, Ms H. Keenan and Mr. A. Seager.</p>	
<p><b>3.</b> <b>08.12.20</b></p>	<p><b>Minutes – 14 October, 2020</b></p> <p>Page 6 – item no. 14 entitled ‘Strategic Education and Inclusion Board Update’. The third paragraph should have stated ‘The Lead Team had written a Delivery Plan for the AET work’.</p> <p>The Clerk put the recommendation to the vote by way of a roll call of Forum members and it was:</p> <p><b>Resolved</b></p> <p>That the minutes of the meeting held on 14<sup>th</sup> October, 2020, a copy having been previously circulated to each Member of Schools Forum, be approved and signed as a true record, subject to the above amendment.</p>	<p>To note</p>
<p><b>4.</b> <b>08.12.20</b></p>	<p><b>Matters Arising from the Minutes of 14<sup>th</sup> October, 2020</b></p> <p>Page 4 - Item 12 entitled ‘Proposed for Mainstream School Local Funding Formula 2021-22’. A document in relation to Low Prior Attainment Factor for primary and secondary pupils and been forwarded to members on behalf of the Interim Head of Finance (Corporate) as requested.</p> <p>Page 7 – Item 8 entitled ‘Progress Report of the SEND Improvement Programme’. It was reported that Ms Helen Keenan had agreed to join the High Needs Funding Group as a secondary representative.</p> <p>There were no further matters arising from the minutes.</p>	
<p><b>5.</b> <b>08.12.20</b></p>	<p><b>Late Item/s (urgent) to be introduced by the Chairman</b></p> <p>Feedback from Mrs M. Sheehy following her attendance at a meeting in relation to the Hard National Funding Formula.</p>	
<p><b>6.</b> <b>08.12.20</b></p>	<p><b>Local Government (Access to Information) Act, 1985 (as amended)</b></p> <p>The Forum noted that there were no items for consideration in the private session.</p>	
<p><b>7.</b> <b>08.12.20</b></p>	<p><b>Membership Review</b></p> <p>The report of the Clerk to Schools Forum had been submitted (see annexed).</p>	

	<p>This item did not require a formal decision and therefore the matter was taken as noted by assent.</p> <p><b>Resolved</b></p> <p>That Schools Forum noted:-</p> <ol style="list-style-type: none"> <li>The appointment of Ms Helen Keenan, Principal of Brownhills Ormiston Academy and Mr. Billy Downie, Headteacher of Streetly Academy as Secondary Academy members.</li> <li>The appointment of Miss Elyse Phillips, Principal of Phoenix Academy as the Academy Special School representative.</li> <li>That a request for nominations for the appointment of a Special School Governor was currently in progress.</li> <li>That nominations to be sought from PVI providers and 16-19 providers.</li> </ol>	
<p><b>8.</b> <b>08.12.20</b></p>	<p><b>EHCP Timelines and Performance</b></p> <p>The report of the Interim SEND Lead was submitted (see annexed)</p> <p>The Interim SEND Lead presented the report to update members on the current position in relation to EHCP timeliness, actions taken to reduce the backlog and to provide details of the progress on actions required for improvement.</p> <p>In particular, the Interim SEND Lead advised Schools Forum that since the report had been produced, there had been some significant improvements and updated figures included:-</p> <ul style="list-style-type: none"> <li>505 plans had now been issued over the twelve month period, which had resulted in the clearing of the backlog;</li> <li>The original backlog figure on the dashboard had shown 12 plans, this had been reduced to 9 plans of which: <ul style="list-style-type: none"> <li>3 x existing EHC plans</li> <li>3 x Covid exceptions being progressed and shortly to be issued as EHC plans</li> <li>3 x complex cases which are being progressed and should be completed within the next few weeks.</li> </ul> </li> </ul> <p>The Interim SEND Lead drew members' attention to the 'Completion of EHCP Plans in 20 Weeks 2020' table within section 4.1 of the report and to the 'EHCP Timelines Recovery Plan Dashboard' within section 4.2 of the report. He advised that compliance figures had improved, with 80 EHC Plans issued in October of which 15 plans were compliant and that during the last week there had been a 91.7% compliance rate. Following the completion of the backlog, the SEND Assessment Team would review caseloads on a weekly basis, to address any potential</p>	

	<p>delays and cases at risk of going beyond 20 weeks and thus striving for 100% compliance. The table within the report had been submitted to DfE.</p> <p>The Interim SEND Lead stated that the team still had a number of challenges in terms of hard to place children looking for sufficiency and special places within Walsall, which were being addressed in the review. Significant improvement had been made, anticipated targets had been met and moving forward, Walsall would be in a sound position and performing well.</p> <p>The Portfolio Holder Education and Skills congratulated the team on the work carried out and progress made.</p> <p>A query was raised in relation to when further information would be available in relation to sufficiency and plans regarding special schools and re-designation? The Interim SEND Lead advised that significant work had been carried out on needs analysis and the team was aware of hard to place children and young people. An action plan and proposals was currently being worked upon to ensure the provision meets the needs analysis, projected forward future demand and anticipated trends. Analysis around localities and need will inform future consultation and proposals. Further work will be reported back and consulted upon.</p> <p>It was agreed that the information in relation to EHCP timeliness be shared with schools either through virtual meetings or via the weekly updates.</p> <p>The Chair thanked the Interim SEND Lead for his informative update report.</p> <p>This item did not require a formal decision and therefore the matter was taken as noted by assent.</p> <p><b>Resolved</b></p> <p>That Schools Forum noted the contents of the report.</p>	
<p><b>9.</b> <b>08.12.20</b></p>	<p><b>Early Help Collaborative Response to Supporting Vulnerable Pupils</b></p> <p>The report of the Group Manager-Early Help was submitted (see annexed).</p> <p>The Group Manager-Early Help presented the report. She explained that the report also included the combined progress on the 'Collaborative Response to Supporting Vulnerable Pupils' work, merged with Walsall Right 4 Children (WR4C), Promoting Inclusion &amp; Reducing Exclusions Collaborative Response to Supporting Vulnerable Pupils.</p>	

	<p>The Group Manager-Early Help requested confirmation that everyone had read the report and asked members if they had any questions or comments they wished to make on the work carried out so far.</p> <p>In relation to paragraph 4.1 of the report, and a query as to the primary and secondary breakdown of the 79 attendees who had signed up to RP training, the Group Manager-Early Help advised that she forward the breakdown information. She added that they were currently on the fourth session and feedback had been very good and there was still time for schools to book on as the course will continue into the new year.</p> <p>The Group Manager-Early Help provided members with an update on the impact and the delivery over the last couple of years, around the future, and the focus for the next three months and how we look at the pathways and the sustainability of the work piloted and how that would be brought forward into the mainstream offer around the early help service.</p> <p>A query was raised as to how the impact of the restorative practice work training would be assessed? The Group Manager-Early Help stated that all officers would be doing work to ascertain how it had been imbedded. There were two parts to the restorative practice – the three day training which had just commenced and the second part which would be offered up to 20 schools in 2021 who want to take restorative practice to next level and to bring in additional support. The idea of which was to reduce exclusions so we will be working with education partners and schools to look at the impact.</p> <p>The Group Manager-Early Help then provided Schools Forum with a breakdown of the next steps, which included:-</p> <ul style="list-style-type: none"> <li>• There was still some work to complete around the restorative practice</li> <li>• The Walsall Right 4 Children Early Help Inclusion and Wellbeing Service comes to an end December. The proposal is to run up until the end March, 2021 with 4 partnership officers within the Early Help Service who work within a localities setting to go forward and support schools and other partners.</li> <li>• Need to take some of the direct work that has been undertaken with children and young people and review as part of longer term sustainability. From Early Help perspective, looking at reviewing as part of transformation – what will the Local Offer look like. Looking training all practitioners to deliver some of the work within each locality.</li> <li>• Bring in some virtual offer and self help tools for children and young people and their parents and wider support network.</li> <li>• Developing and strengthening Pathways that had been trialled over the past 12 months, in particular around speech and school nursing, which have had the biggest impact.</li> </ul>	<p>The breakdown of RP training attendees to follow.</p>
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	<p>The Chair thanked the Group Manager-Early Help for her informative update report.</p> <p>This item did not require a formal decision and therefore the matter was taken as noted by assent.</p> <p><b>Resolved</b></p> <p>That Schools Forum noted the progress around the delivery of the WR4C Early Help Inclusion and Wellbeing service and the future model.</p>	
<b>10. 08.12.20</b>	<p><b>Forward Plan</b></p> <p>The Forward Plan was noted.</p>	
<b>11. 08.12.20</b>	<p><b>Late Items (if any)</b></p> <p><b>Feedback on meeting attended by Mrs M. Sheehy in relation to the Hard National Funding Formula.</b></p> <p>Mrs Sheehy provided feedback on the meeting she had attended to enable National Executive Members who were practicing Heads to speak with the Deputy Director of the Funding Policy Unit of the DfE in relation to the Hard National Funding Formula. A copy of Mrs Sheehy's meeting notes to be forwarded to members.</p> <p>The Interim Head of Finance, Corporate advised that all the main points of the hard national funding formula had been captured within the October's Mainstream Funding report. It would therefore be advantageous to re forward the October report entitled 'Proposed for Mainstream School Local Funding Formula, 2021/22' to be read in conjunction with Mrs Sheehy's notes</p>	<p>A copy of the meeting notes and a copy of the Oct. Mainstream Funding report to be forwarded to members.</p>
<b>12. 08.12.20</b>	<p><b>Correspondence</b></p> <p>There was no correspondence.</p>	
	<p><b>Date and Time of next meeting</b></p> <p><b>The next virtual meeting of Schools Forum is scheduled for Tuesday 12 January, 2021 commencing at 4.00pm.</b></p>	

The meeting terminated at 16.43pm.

Signed .....

Date: .....