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THE SCHOOLS FORUM

Wednesday, 6th March, 2024 at 5.30 pm
Microsoft Teams / Virtual

- 1. AGENDA** (Pages 1 - 12)

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SCHOOLS FORUM

Meeting to be held from **17:30** on **Wednesday 6 March 2024**

Microsoft Teams Virtual Meeting

Schools Members:

Governors: Ms A Amofo (Primary), Mr T Hellings (Primary), Mr J Prior (Special), Mr J Donnelly (Secondary),
 Headteachers: Ms K Baptiste (Primary), Ms J Gumbrell (Secondary), Ms N Husband (Primary), Mr D Smart (Primary), Ms T Day (Secondary), Ms C Fay (Pupil Referral Unit), Vacancy (Special)
 Academies: Ms H Thomas (Chair), Ms S Ellingham, Mr A Livingston, Ms A Nicou, Ms Z Thompson, Mr S Way, Vacancy

Non-Schools Members:

16 - 19 Partnership	Mr K Hintz
Early Years Provider	Ms A Palmer
Teachers' Committee	Ms Claire Docherty
Education Professional	Mr A Johnson
Head of Admissions	Mr I Hewison
Overview and Scrutiny Committee	Cllr M Greer

Observers:

Cabinet Member	Cllr Abdul Abdullahi
School Business Manager	Vacant
Education & Skills Funding Agency	Mr G Nicolini

MEMBERS ARE ASKED TO TRY AND JOIN THE MEETING FROM 17:20.

THIS WILL ALLOW TIME TO RESOLVE ANY CONNECTION DIFFICULTIES THAT MAY ARISE IN JOINING THIS MEETING AND ENABLE A PROMPT START AT 17:30

AGENDA

(Target time)

(17:30)

1. APOLOGIES FOR ABSENCE AND MEMBERSHIP

(a) Apologies for absence

The Forum is advised that apologies have been received from Ms Nicou, Cllr Greer and Cllr Abdullahi.

(b) Membership

The Forum is advised that:

- (i) Ms Taylor, special school headteacher and Ms Davis, special school governor have resigned from the Forum. In terms of the subsequent vacancies:
 - a nomination has been received from Mr John Prior to join the Schools Forum as the special school governor,
 - a nomination is being sought for the special school headteacher vacancy;
- (ii) Nominations have not been received for the academy representative vacancy. Officers will continue to seek a nomination for this vacancy.

2. DECLARATION OF INTEREST

Members are invited to identify any personal or prejudicial interests relevant to items on the agenda. A definition of personal and prejudicial interests has been attached for members' information.

(17:35)

3. MINUTES AND MATTERS ARISING FROM THE MINUTES

- (a) School Forum meetings held on 17 January 2024 (*attached*)
- (b) Matters arising from these minutes.

(17:40)

4. ITEMS FOR PRESENTATION & INFORMATION – ANNUAL / UPDATE REPORTS

- (a) Enfield Advisory Service for Autism – Annual Report
 - Dr Rachel Walker to present
- (b) West Lea Attendance Support Unit – Annual Report
 - Catherine Goodwin to present
- (c) Orchard Side – Annual Report
 - Niki Panayiodou to present
- (d) Outreach Service for Settings including Specialist Provision – Annual Report (*attached*)
 - Sarah Kennedy / Smeeta Modasia to present

(18:20)

5. ITEMS FOR DISCUSSION AND/OR DECISION

- (a) Enfield's Outreach Provision Proposal – Update
 - Sarah Kennedy / Smeeta Modasia to present
- (b) High Needs Places, Provision and Commissioning Updates (2024/25)
- (c) Early Years Funding Formula – 2024/25: Response to Consultation
- (d) Schools Budget 2024/25 – Update

(18:55)

6. WORKPLAN (*attached*)

7. ANY OTHER BUSINESS

8. FUTURE MEETINGS

- (a) Date of next meeting is Wednesday 6 March 2024 at 5.30pm on MS Teams.
- (b) Dates of future meetings are detailed below.

Date	Time	Venue	Comment
03 July 2024	5:30 - 7:30 PM	TBC	
02 October 2024	5:30 - 7:30 PM	TBC	
04 December 2024	5:30 - 7:30 PM	TBC	
05 March 2024	5:30 - 7:30 PM	TBC	

9. CONFIDENTIALITY

To consider which items should be treated as confidential.

Schools Forum Membership List

Name		Sector	Organisation	Member / Sub Since	End of Term
Ms A Amoafu	G	P	Freezywater St Georges / Latymer All Saints	Summer 2022	Spring 2026
Mr T Hellings	G	P	Tottenhall Infant	Spring 2020	Summer 2024
Mr J Prior	G	Sp	Durants	Spring 2024	Autumn 2028
Mr J Donnelly	G	S	St Ignatius	Autumn 2023	Summer 2027
Ms C Fay	H	PRU	Orchardside	Required	
Mr D Smart	G	P	De Bohun	Autumn 2023	Summer 2027
Ms N Husband	G	P	Firs Farm	Autumn 2023	Summer 2027
Ms K Baptiste	H	P	St Monica's	Autumn 2023	Summer 2027
Ms T Day	H	S	Bishop Stopford's	Spring 2021	Autumn 2024
Ms J Gumbrell	H	S	Enfield County School	Spring 2022	Autumn 2025
VACANCY	H	Sp			
Ms H Thomas	H	A	Alma - Attigo	Autumn 2022	Summer 2026
Ms S Ellingham	CFO	A	North Star Academy Trust	Spring 2021	Autumn 2024
Mr A Livingston	CFO	A	Wren Academy	Autumn 2023	Summer 2027
Ms A Nicou	CEO	A	Connect Education Trust	Autumn 2023	Summer 2027
Ms Z Thompson	H	A	Oasis Hadley	Summer 2020	Summer 2024
Mr S Way	G	A	ELT Partnership	Summer 2022	Spring 2026
VACANCY		A			
Ms A Palmer		EY	Right Start Montessori	Summer 2022	Spring 2026
Mr K Hintz		P16	CONEL	Autumn 2015	Summer 2019
Ms C Doherty		All	Union	Spring 2024	Autumn 2028
Mr I Hewison		All	Local Authority	By Appointment	
Ms A Johnson		All	Local Authority	By Appointment	
Cllr M Greer		All	Chair of Overview & Scrutiny	By Appointment	
Cllr A Abdullahi	O	All	Cabinet Member	By Appointment	
Mr B Russell	O	All	School Business Manager	Nominated	
Mr G Nicolini	O	All	EFSA	By Appointment	

Key

G – Governor
H – Headteacher
O - Observer
P – Primary
S – Secondary
Sp – Special
Ac – Academy
EY – Early Years
P16 – Post 16

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MINUTES OF THE SCHOOLS FORUM MEETING

Held on Wednesday 17 January 2024 at 17:30 on Microsoft Teams

Governors:

*Ms Adelaide Amofo**
Mr Tim Hellings*
*Ms Caroline Davies**
Mr John Donnelly*

Headteachers

Ms Tammy Day
Ms Jennifer Gumbrell
Ms Kate Baptiste
Ms Celeste Fay
Ms Nuala Husband
Mr Dominic Smart
*Ms Gillian Taylor**

Academies:

*Ms Helen Thomas**
Ms Susan Ellingham
Mr Aaron Livingston
Ms Androulla Nicou (Chair)
Ms Zoe Thompson
Mr Stephen Way
Vacancy

Schools' Members

Primary
Primary
Special
Secondary

Secondary
Secondary
Primary
Pupil Referral Unit
Primary
Primary
Special

Academy
Academy
Academy
Academy
Academy
Academy
Academy

Non-School Members

Mr Kurt Hintz
*Ms Angela Palmer**
Mr Tony Cuffaro
Mr Andy Johnson
Mr Ian Hewison
*Cllr Margaret Greer**

16-19 Partnership
Early Years Provider
Teachers' Committee
Education Professional
Head of Admissions
Overview & Scrutiny Committee

Observers

*Cllr Abdul Abdullahi**
Mr Byron Russell

Cabinet Member
School Business Manager

Also, present:

Mr Peter Nathan, Director of Education
Ms Annette Trigg, Strategic Head of Corporate Finance
Ms Sue Sehanger, Finance Manager – Education & Schools
Mrs Sangeeta Brown, Education Resources Manager
Ms Claire Docherty, NEU
Mr Mervin Cato, Head of Enfield's Secondary Behaviour Service
Ms Alex Stainton, Flourish Outreach Vision Impairment Service
Mr Ryan Olmetti-Wilde, Flourish Outreach Vision Impairment Service
Ms Bharti Solanki, Haringey Hearing Support Service

1. APOLOGIES FOR ABSENCE AND MEMBERSHIP

- (a) Apologies for absence were received from Ms Amofo, Ms Taylor, Ms Thomas, Ms Palmer, Cllr Abdullahi and Cllr Greer.

NOTED:

- (i) the absence of Ms Davis.
(ii) Membership
– This was Mr Cuffaro's last meeting as a Union representative on the Schools Forum. Ms Claire Docherty was taking over from Mr Cuffaro.

The Forum thanked Mr Cuffaro for his support and contribution to the work of the

Schools Forum.

- There was a vacancy for an Academy Representative and a vacancy for a School Business Manager observer. Nominations will be sought for these vacancies.

2. **DECLARATION OF INTEREST**

Members were invited to identify any personal or prejudicial interest relevant to items on the agenda.

NOTED that no declarations were received.

3. **MINUTES AND MATTERS ARISING FROM THE MINUTES**

RECEIVED the minutes of the Schools Forum meeting held on 6 December 2023.

NOTED that:

- (a) Minutes were a correct record of the meeting.
- (b) There were no matters arising from the minutes.

4. **ITEMS FOR PRESENTATION**

(a) **Enfield Behaviour Secondary Support Service**

This item was presented by Mr Cato, Head of Enfield's Secondary Behaviour Service (EBSS)

RECEIVED a presentation from Mr Cato that provided key highlights from the annual report.

REPORTED the academic year 2022/23 was challenging with the increase in number of students being supported by the four teams within the EBSS and this resulted in:

- Outreach Team: there were no permanent exclusions for the fourth consecutive year;
- Alternative Provision Team: Again, with retention rate of 100%, resulted in no permanent exclusions for the fourth consecutive year;
- Reach Team: 95% of the students successfully returned to their original school after leaving the service;
- Behaviour Panels: 8 panels were held that involved 11 schools and 88 students;
- Nexus Team: the Team was awarded the 'Delivering Better Outcomes' award at the MJ Local Government Awards ceremony in June 2022. Since NEXUS was formed, 27,604 students had participated in the initiatives provided through NEXUS. In addition, the Family Liaison Officer had supported 112 families using Solution Focused therapy.

NOTED:

- (i) Across all four teams. there was a significant increase in demand for support. This included the number of pupils seen via Inclusion Panels nearly doubling from 48 in 2021/22 to 98 in 2022/23 and Nexus support in engagement rising from 9,153 to 13,139.
It was acknowledged the rise in demand was adding pressure to the available resources.
- (ii) 90% of students achieved an English qualification and 84% of students achieved a Maths qualification in either GCSEs or functional skills.
- (iii) In response to questions:
 - the percentage of the progress results being achieved, it was stated that this information was not available for this meeting;
 - to support the significant demand at Year 7 and Year 10, a transition group had been formed and had begun to work with a group of Year 6 pupils last term;

- the Service was aware of the impact of lockdown on mental health and the difficulties being faced by schools. As well as the wider service supporting schools, Nexus was linking schools to organisations that were able to provide further support.

It was commented that some schools had their own mental health and counselling teams or were commissioning these services.

- to further improve resilience, it was stated that there were insufficient resources available nationally and locally, however the Authority was working with key partners such as Health, CAMHS, Mental Health and Wellbeing Board and professionals to improve support.
 - due to the increase in demand, there was some prioritisation. However, the Service was continuously exploring other funding sources as well as working with schools to build capacity and follow a holistic approach to prevent situations escalating.
- (iv) Through working and delivering training to schools, the Service sought for the schools behaviour officers and SENCOs to link up and work together.
- (v) It was commented that Enfield Carers Centre had been accessed by significant number of young people. It was important others were aware of the Centre and the emotional mental health support that it could be accessed from the Centre. It was noted that it was not always easy to identify young carers and advise them how the support that might be available to them as carers.

The Forum noted the EBSS annual report and thanked Mr Cato for attending to present the annual report.

(b) Flourish Outreach Vision Impairment Service

This item was presented by Ms Stainton and Mr Olmetti-Wilde, Flourish Outreach Vision Impairment Service.

RECEIVED a presentation from Ms Stainton and Mr Olmetti-Wilde that provided key highlights from the annual report.

REPORTED the Service (formerly known as Joseph Clarke Outreach Service) supported children and young people (CYP) from early years to post 16. During 2022/23, 174 pupils across 70 schools were supported, of these 98 pupils were from mainstream and 78 pupils from special schools.

NOTED:

- (i) The Service deployed the National Sensory Impairment Partnership (NSIP) suggested criteria when considering the level of support to be provided.
- (ii) The support provided to pupils included managing within their immediate environment and also assessing and using IT tools to access the curriculum. In doing this, the Service also gave advice, guidance and training to schools, parents and families on how the CYP could be supported at school and within the home.

In response to a question on whether the Service was using assisted technologies to the CYP, it was confirmed that the IT Manager was continuously researching and assessing how new technologies could support CYP, such as converting text to braille and use of voice over software for written work.

The Forum noted the Flourish Outreach Visual Impairment annual report and thanked Ms Stainton and Mr Olmetti-Wilde for attending to present the annual report.

(c) Haringey Hearing Support Service

This item was presented by Ms Solanki, Hearing Support Service.

RECEIVED a presentation from Ms Solanki that provided key highlights from the annual

report.

REPORTED similar to the Visual Impairment Service, the Hearing Support Service used the NSIP suggested criteria to assess level of needs for CYP from birth to post 16. The number of pupils supported between 2021/22 and 2022/23 had reduced from 277 to 258. During this period, the number of new cases had decreased from 38 to 28. This was due to hearing for 15 CYP had returned to within normal limits. Also, training had been provided to staff in special schools to be listening champions, so that they became the first point of contact.

NOTED:

- (i) The number of CYP supported was stabilizing.
- (ii) The Service was now fully staffed and was buying in more technical support because a new system for allocating and monitoring radio systems had been introduced.
- (iii) This year the focus for the Service was developing a child/young person's personal understanding of deafness.
- (iv) It was commented that the case study included in the report was very insightful and showed the impact when a child/young person was given the right support.

The Forum noted the Hearing Support Service annual report and thanked Ms Solanki for attending to present the annual report.

5. **ITEMS FOR DISCUSSION & DECISION**

(a) **Dedicated Schools Grant 2024/25 – Update**

RECEIVED a report detailing the 2024/25 Dedicated Schools Grant (DSG) budget settlement received on 19th December 2023 and Enfield 2024/25 draft schools' budget.

REPORTED the DSG received by Enfield totalled £431.8m , an increase of £18.2m compared to the amount received in 2023/24. However, the majority of the increase was to fund the expansion of the early years offer. The increase for the Schools block was £2.36m (0.9%) and High Needs block 3.19% with a decrease of 1.63% for the Central Services Schools block.

NOTED:

- (i) One of the factors for such a small overall increase in the Schools block was due to the falling pupil numbers. The change from October 2022 to October 2023 was a drop of 527 (1.08%) pupils.
- (ii) As the Forum was previously advised the local mainstream formula being presented at this meeting had applied:
 - the 0.5% transfer from the Schools to the High Needs block to support schools with high number of pupils with EHCPs;
 - the national funding formula units rates; however, the per pupil amount had been adjusted to bridge the £1.5m funding gap;
 - estimated figures for Non-Domestic Rates because final figures were not available to use;
 - a 0% for the minimum funding guarantee;
- (iii) In response to questions:
 - It was confirmed that local formula was based on the national funding formula and the only difference between the current arrangements and the final step of moving to a hard national formula was likely to be that the ESFA would manage the process in a similar way to grant funding and local authorities responsibilities would be limited to passporting the money to schools. This change was anticipated to be introduced

either for 2025/26 / 2026/27 but could only be done after a legislative change;

- The variance in the per pupil funding detailed in the illustrative model was due to the impact of the various formula factors, for example schools with low number of pupils with free school eligibility or other similar factors, this would result in the schools receiving lower amount of funding through these factors.

RESOLVED to note and agree:

- the formula factor unit rates for the 2024/25 primary and secondary funding formula;
- the draft 2024/25 schools' budget presented and the associated risks and uncertainties with the proposed approach to address any further changes that may be required as part of the ESFA validation process to the 2024/25 school funding formula rates;
- the indicative allocations to schools.

(b) High Needs Update and Draft Deficit Management Plan

RECEIVED a report that provided an update on the budget, high level data on the rising demand for special educational needs and disabilities (SEND) support, update on the DfE's Delivering Better Value programme (DBV).

REPORTED the situation being faced by schools and local authorities was very challenging. Schools were experiencing extreme pressures in trying to support pupils with complex and varying needs that had been exacerbated by the impact of Covid within the current financial constraints. The Authority was also under pressures from the Council and the DfE due to the financial position of the high needs block. Under the current regulations, the deficit was earmarked against the following year's DSG, however if the changes that were being suggested to the regulations, then the deficit would be included in individual Council's accounts. This was of significant concern for individual Councils, as well as the overall high needs deficit being added to the national risk register.

Attached to the report was a draft Deficit Management Plan (DMP) with some initial information. Officers were working to finalise the DMP. The DMP would become a live document and regular updates would be provided to the Forum.

NOTED the work with the DBV team and submission of the grant bid was completed at the end of the Summer term 2023. The proposal on the use of the grant was approved early during the Autumn term. However, the final confirmation of grants money was received just before Christmas. The delays were due to changes made to the grant conditions. Initially, the grant money could be spent over a three year period, then it was changed to eighteen months. This would have meant the money had to be fully spent by March 25, which was not feasible. Following some discussion, the changes to the conditions have reverted back and now provided an appropriate period of time for use of the grant to develop and implement the opportunities identified through the DBV programme.

The Forum was informed a further high needs report would be presented at the next meeting. It would include details of places to be commissioned for 2024/25 and also further updates on the DBV initiatives.

6. WORKPLAN

RECEIVED and **RESOLVED** to update Workplan from this meeting.

ACTION: MRS BROWN

7. FUTURE MEETINGS

NOTED that:

- (a) Date of next meeting is Wednesday 6 March 2024 at 5.30pm on MS Teams.

(b) The July meeting was planned to be held in person. There was some discussion on the arrangements for this meeting including whether it should be hybrid, the start time of meeting be changed, etc.

RESOLVED:

- a form be sent to members to complete and provide their views on future meetings;
- If held in-person, then provisionally the July meeting will be held at Enfield County School for Girls.

ACTION: MRS BROWN & MS GUMBREL

(c) Dates of future meetings are detailed below.

Date	Time
03 July 2024	5:30 - 7:30 PM – in person
02 October 2024	5:30 - 7:30 PM – online
04 December 2024	5:30 - 7:30 PM – online
05 March 2025	5:30 - 7:30 PM – TBC

8. CONFIDENTIALITY

No items discussed within the agenda were to be treated as confidential.

London Borough of Enfield

Schools Forum
Meeting Date 6 March 2024
Subject: Workplan
Cabinet Member: Cllr Abdullahi
Report Number: 30
Item: 6

Recommendation

To note the workplan.

Meetings		Officer
July 2023	CANCELLED	
October 2023	Early Years – New Framework Childrens’ Centre – Annual Report Schools Budget – Outturn (2022/23) School Balances (2020/21) & Budget Review (2022/23) Mainstream Schools Top up Funding: Response to Consultation: School Funding Arrangements (2024/25) Schools Budget: 2024/25 – Update Audit – Annual Update	CK AL CM SB SB SB CM LB
December 2023	Annual reports: SWIRREL 2022-23 London Councils School Finance and School Places Report Enfield Nurture Group Outreach and Support Model School Funding Arrangements – 2023/24 and Responses to Consultation Funding for LAs to support maintained schools in financial difficulty 2023-24 Central Services Budgets & De-delegation	MC / NE-J PN JH SB SB SB
January 2024	Secondary Behaviour Support Service – Annual Report Flourish Outreach Vision Impairment Service – Annual Report Hearing Support Outreach Service – Annual Report Schools Budget: 2024/25 – Update High Needs Strategy – Update	MC AS / JF BS / EM AT / MW SB
March 2024	Schools Budget: 2024/25: Update High Needs Places: 2024/25 Annual Reports: EASA, West Lea Annual Report 2022-23, Orchardside Special School Outreach Services	AT SB Var SM / SK
July 2024	Schools Budget – Outturn (2023/24) School Balances (2023/24) & Budget Review (2024/25) Annual report: Outreach Services, E-TIPPS, ECASS Annual Audit – Update	AT / MW SB Var MC

Dates of Meetings

Date	Time	Venue	Comment
05 July 2023	5:30 - 7:30 PM	CANCELLED	
04 October 2023	5:30 - 7:30 PM	Virtual meeting	
06 December 2023	5:30 - 7:30 PM	Virtual meeting	
17 January 2024	5:30 - 7:30 PM	Virtual meeting	
06 March 2024	5:30 - 7:30 PM	Virtual meeting	
03 July 2024	5:30 - 7:30 PM	In person	
02 October 2024	5:30 - 7:30 PM	TBC	
04 December 2024	5:30 - 7:30 PM	TBC	
05 March 2024	5:30 - 7:30 PM	TBC	

Report Author: Sangeeta Brown, Education Resources Manager

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Date of report 9 January 2024

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