

MINUTES OF THE SCHOOLS FORUM MEETING

Held on Wednesday 8 March 2023 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 Gilly Taylor **

Academies:

Ms Helen Thomas (Chair)
*Ms Susan Ellingham **
*Mr Marc Lewis **
*Ms Androulla Nicou **
*Ms Z Thompson **
Mr Stephen Way
Vacancy*

Mr Kurt Hintz

*Ms Angela Palmer **

Mr Tony Cuffaro

Mr Andy Johnson

Ms Jo Fear

*Cllr Margaret Greer **

Cllr Abdul Abdullahi

*Ms Lucy Culora Ms Carrie Bignell **

Also, present:

Mr Peter Nathan, Director of Education
Mrs Sangeeta Brown, Education Resources Manager
Mr Neil Goddard, Head of Budget Challenge
Mr Sailesh Patel, Finance Manager – Schools & Education
Ms Claire Docherty, NEU
Ms Danusia Brzezicka, Resources Co-Ordinator
Mr Mandeep Mohan, Newton Europe
Dr Rachel Walker, EASA
Ms Catherine Goodwin, West Lea School

Clerk's notes

Ms Catherine Goodwin left the meeting at 6.01pm
Mr Mandeep Mohan left the meeting at 6.22pm
Dr Rachel Walker left the meeting at 6.42pm

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

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

Observers

Cabinet Member
School Business Manager

1. APOLOGIES FOR ABSENCE AND MEMBERSHIP

- (a) Apologies for absence were received from Ms Gumbrell, Mr Lewis, Ms Palmer, Ms Culora, Cllr Greer, Mr Smart and Ms Taylor.
- (b) No membership matters were discussed.

2. **DECLARATION OF INTEREST**

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

No declarations were received.

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

RECEIVED the minutes of the Schools Forum meeting held on 18 January 2023.

NOTED that:

- (a) Minutes were a correct record of the meeting with the following correction:
 - (i) Apologies of absence: Correction of spelling of Ms Amofo's name.
- (b) There were no matters arising from the minutes.

4. **ITEMS FOR PRESENTATION**

(a) **Delivering Better Value**

This item was presented by Mr Mohan from Newton Europe.

REPORTED:

- DfE had engaged Newton Europe as a delivery partner for Delivering Better Value (DBV), which involved 55 LAs including Enfield.
- The DBV:
 - Aimed to review current provision and identify improvements and other opportunities that LAs could consider. The programme provided a £1m grant to fund agreed implementation.
 - Diagnostic consisted of six key areas with an associated timeline and plan split into three modules.
- Engagement with key officers and Module 1 had been completed.

In response to questions regarding the timeline and grant, Mr Mohan responded:

- Challenges due to the SEND inspections were noted but delaying and including Enfield with Wave 3 would impact the submission of the grant application and the earliest the grant could be paid would be Spring 2024.
- The £1m grant would not address the deficits but would enable a transformational programme to be developed and support implementation of activities arising from the Action Plan. The grant condition required money to be spent on revenue items and decisions on spend should be in line with the Local Authority governance arrangements. It was noted areas that could be funded included a new IT system or an independent review to evaluate the new initiatives that had been introduced.
- It was advised that there was no timeframe to spend the £1m grant, other LAs had planned their spending over a 2 – 3 year period.
- The DfE recognised the rise in demand of children and young people (CYP) with EHCPs had resulted in increased costs to the LAs. The purpose of this DfE initiative was to ensure that CYP were being supported to achieve their outcomes.

Mr Mohan was thanked for attending the Forum and outlining the DBV programme.

RESOLVED to circulate a copy of the DBV presentation to Forum members.

ACTION: MRS BROWN

(b) **Enfield Advisory Service for Autism (attached)**

This item was presented by Dr Walker, Head of Enfield Advisory Service for Autism (EASA).

RECEIVED a presentation from Dr Walker of the key highlights from the EASA Annual report.

REPORTED:

- The service was delivered across five strands:
 - (i) Support:
 - 115% increase in parent self-referrals from 2021-22 to 2022-23
 - Post 16 and secondary schools, pupils and parents/carers were harder to reach than those of a younger age
 - Supportive of pupils' voice
 - (ii) Education workforce development: Delivery of Autism Education Trust (AET) modules was quality assured externally and participants were able to purchase resource packs, which provided an income stream for EASA.
 - (iii) Targeted support for autistic children and young people
 - 75 Requests from 52 Schools comprising of 87% Primary and 13% Secondary
 - Target young teenagers to build friendships resulting in building confidence
 - (iv) Statutory and crisis response: EASA was building relationships with CAMHS and doing joint case study work to improve understanding and support so that mental health needs of autistic CYP were addressed appropriately.
 - (v) Work with local partners to ensure a complementary offer: EASA had relied on the £25K carry forward into 2022/23 and self-generated income to manage expenditure. For 2023/24, the carried forward was expected to be £5K. EASA would continue to look at ways to ensure efficient, cost effective running of the service as well as ways to generate more income.

In response to questions:

- The Forum was advised that no funding was provided by the NHS. The 2 part time NHS posts were funded by the Service. The NHS only provided funds to CAHMS.
- The increase of parental referrals was due to better knowledge of EASA and the long waiting lists for formal diagnosis. The EASA pathway provided early support that may result in no requirement for an EHCP. Following receipt of a parent referral, EASA contacted the CYP's school, but schools, in particular secondary schools, did not always respond to the EASA enquiry.

RESOLVED Mr Johnson would meet with Dr Walker to discuss the development of Post 16 provision in Enfield.

ACTION: MRS BROWN

Dr Walker was thanked for attending the Forum and presenting the EASA annual report.

(c) Attendance Support Unit, Home and Hospital Tuition

This item was presented by Ms Goodwin, West Lea School Strategic Lead.

RECEIVED a presentation from Ms Goodwin of the key highlights from the Attendance Support Unit, Home and Hospital Tuition Annual report for academic year 2021/22.

REPORTED West Lea School was commissioned to provide the Homes and Hospitals outreach service which comprised of three elements: Attendance Support Unit, Home Tuition and Hospital Tuition at North Middlesex Hospital. During 2021/22:

- ASU
 - presented 35 referrals to the ASU Panel with 21 agreed and 9 others not requiring support or not suitable for ASU services.

- 14 were not agreed because either the criteria for support had not been met or insufficient information provided by the home school.
- 13 students attended the ASU during the 2021/22 academic year with 3 home tuition students taught on site. After one term: 84.6% of CYP were accessing education and 15% of YP with a planned Post-16 progression route identified stopped attending.
- Trends include:
 - Increasing demand on the service as evidenced by the number of referrals requests for advice from schools across the borough. In February 2023, a similar number of ASU referrals were received as those in the 2021/22 academic year.
 - Referrals received include numerous mental health issues including anxiety, self-harm and suicidal ideation. Some of these issues may be an impact of the pandemic and the enforced isolation, so CYP were not able to form peer to peer relationships. Training was being provided to schools to explain EBSNA.
- Next Steps included:
 - Identifying pathways for Post 16 progression to support students without EHCPs.
 - Developing transition support for ASU leavers in collaboration with their home school.
 - Co-producing EBSNA resources by utilising the student voice of CYP attending the ASU.
 - Sourcing ongoing social interventions to support the peer relationships formed in the ASU when students transition back to school.

In response to questions:

- Post 16 and Year 11 pupils were deemed as high risk and required additional support and resources; this was an area that required further development.

It was commented that CONEL had developed an initiative of a 'trusted adult' for a key person to support a young person in their transition to college.
- The provision tried to manage demand by staggering referrals and support.

Ms Goodwin was thanked for attending the Forum and presenting the Annual report.

(d) Orchardside Pupil Referral Unit Annual Report

This item was presented by Ms Fay, Orchardside School.

RECEIVED a presentation from Ms Fay, Orchardside School of the key highlights from the Annual Report Academic Year 2021/22.

REPORTED:

Orchardside School is a Pupil Referral Unit for Enfield with four referral routes:

- (i) Permanent Exclusion (PEX): students in Years 7 to 11 residing in Enfield and subject to PEX or any child who transferred into the borough having been a PEX elsewhere.
- (ii) At Risk Panel: Started in April 2021 to enable local schools to refer students at risk of PEX. Students were registered for 6 weeks, then returned to their home school or remained at Orchardside.
- (iii) Turnaround: 6-week programme for Year 7 and 8 students from Enfield schools at risk of exclusion. Schools were charged a nominal fee to support the 6 weeks' programme. Students accessed a normal curriculum that prepared them to return to their home school.
- (iv) Assessment Centre: supported the Authority with complex in year admissions by assessing students before they started at their named mainstream school. This process assisted schools to plan on how they could support the student.
 - A new provision was planned from September 2023 for Year 9s deemed 'at risk'.
 - 92 pupils on roll at any one time with a significant increase of students 'at risk' in 2022. Fewer pupils, especially those in KS3, were leaving. The current Year 11 cohort were

very complex with poor attendance rates.

- Challenges – The School
 - Worked with other agencies and professionals to reduce referrals to social care and YOS to ensure the School was a safe place for students.
 - Managed high level of risk to mitigate on a daily basis.
 - Continue to work with KS3 students with complex co-occurring needs who were less re-integration back into their home school.
 - Support a number of students who were either at risk of exploitation, being exploited, had prolonged missing episodes, or displayed challenging behaviour.
- Celebrations included a DfE Permanent Secretary visiting the School.

In response to questions:

- Post 16 and Year 11 pupils were deemed as requiring additional support and resources to avoid dropping out. It was noted that a high proportion were boys.
- Students were unable to move to college due to poor availability of the required subjects.

Ms Celeste Fay was thanked for the work of the Orchardside School for supporting disadvantaged students.

5. ITEMS FOR DISCUSSION & DECISION

(a) High Needs Places and Provision (2023/24)

This item was presented by Mrs Brown

RECEIVED a report summarising high needs provision planned for 2023/24 and other planned developments.

REPORTED the Authority was continuing to work with schools and, where possible, to increase places to meet the rising demand to support pupils with high levels of SEND. The report provided a summary of the places planned in special school, specialist provision hosted by mainstream schools and other services supporting pupils with SEND and/or EHCP.

NOTED

- (i) An application had been approved by the DfE for a new 100 place, and not 70 places as stated in the report, free special school for pupils with Autism.
- (ii) The Authority was continuing to work with all schools to explore opportunities for creating additional provision for pupils with SEND.
- (iii) With the move to part time Nurture Groups, the number of groups had increased. An evaluation of the monitoring reports showed positive progress being made by the pupils. Further analysis would be undertaken later in the year. The Service was currently developing an outreach model to encourage schools that were eligible but decided not to host a Nurture Group or were ineligible and would benefit from embedding nurturing practice within their school.

In response to a question, it was stated that there had been discussion on how nurturing practice could be used for other age groups but had not reached a conclusion.

- (iv) The annual reports from services presented to the Forum over the last two meetings also reported on the positive work that was being done. It was stated that it was always difficult to fully assess impact because there were no established frameworks. The Authority was considering carrying out an independent review of services.
- (v) As previously reported, Enfield Trauma Informed Practice in Schools Service had reported an underspend for 2022/23 due to a vacancy. The Service was working on recruiting to this post.
- (vi) Due to increasing demand for support, the Enfield Communication Advisory Support

Service was planning to increase staffing by employing a further two speech therapists. This change had increased the budget for the service by £130,000.

(vii) The Visual Impairment Outreach Service was commissioned from Haringey Council Sensory Support Unit. The Forum was advised the Service submitted a business case to seek an increase of £26,807 for 2023/24 in funding to manage an increase in demand.

The Forum considered the request and commented that the information provided was not as comprehensive as the information received from the Hearing Impairment Service. There was insufficient information to support the request and did not include a detailed analysis of the number of CYP supported for the various elements of the services offered.

There was some discussion as to whether the increase should be supported, and this culminated in the Forum confirming their support to increase the funding but only for the coming year (2023/24). Any increases beyond 2023/24 would require a report with evidence of the increase in demands and areas being supported.

RESOLVED the School Forum supported, for 2023/24, commissioning of:

- Enfield Advisory Service for Autism – £641,000;
- Enfield Communication Advisory Support Service – £610,000;
- Part time Nurture Groups continue to be funded at £29,860 per group, plus some funding to support the outreach service being piloted;
- Enfield Trauma Informed Practice in Schools (E-TIPS) – £92,000;
- Hearing Impairment Outreach Service delivered by Haringey Council – £308,725 for approximately 285 CYP;
- Visual Impairment Outreach Service delivered by Joseph Clarke Educational Service, for one year only, funding be increased to £144,231 for approximately 175 CYP.

The Forum requested that Joseph Clarke Educational Service be asked to provide a detailed analysis of the service being delivered to Enfield CYP.

ACTION: MS FANNING AND MR PATEL

(b) Early Years Funding Formula – 2023/24: Responses to Consultation

This item was presented by Mrs Brown

RECEIVED a report summary of responses received for the proposed local early years funding formula for 2023/24.

REPORTED the consultation document was published on 24 October 2022, ending on 16 November with 18 responses on the proposal to include a quality supplement in the local early years funding formula.

NOTED the consultation results.

RESOLVED to agree the inclusion of the quality factor within the local early years funding formula and retain the other factors previously used for the formula for 2023/24.

ACTION: MRS BROWN

(c) Schools Budget 2023-24: Update

This item was presented by Mr Patel

RECEIVED a report providing an update on the individual budget shares position for schools and sought the support of Schools Forum to the recommended application of the DSG in 2023/24, based on the initial DSG allocation.

REPORTED the draft Schools Budget 2023/24 was considered and approved by full Council at their meeting on 23 February 2023, as part of the overall Council's Budget for 2023/24. The report provided an update on the individual budget shares position for schools and the proposed allocation of the Schools, Early Years and High Needs blocks.

NOTED the following financial positions:

- (i) The final 2023/24 Dedicated Schools Grant (DSG) allocation for Enfield was £401.091m.
- (ii) Following a few validation queries from ESFA, the formula allocations for the Schools Block were approved and details circulated to all schools and academies on 6 February.
- (iii) The early years total hourly rate for 2023/24 had increased by £0.19 from £5.93 to £6.12.
- (iv) The Central Schools Services Block had decreased by £0.056m to reflect the 20% year on year reduction in funding for historical commitments
- (v) High Needs Block had increased from the initial allocation of £72.848m to £75.928m. The change since the last update and other pressures included:
 - A. The additional funding announced in the Chancellor's Autumn Statement. There were two requirements attached to this additional funding:
 - Minimum funding guarantee for special schools be protected at 3% against the rate applied in 2021/22. The only school impacted by this requirement was Oaktree, where the school would see an increase of £100 per place.
 - A 3.4% increase for all maintained special schools and alternative provision based on the number of places that were planned at the beginning of 2022/23.
 - B. As agreed, the place number for the PRU had been reduced in line with the recommendations from the funding review.
 - C. In formulating the 2023/24 budget, it was noted the full year effect of supporting Post 16 students with SEN had increased significantly. It was estimated as being £3.641m.
- (vi) Final validation, after the papers had been distributed, highlighted that not all costs relating to special schools had been captured by the budgeting tool. In rectifying this error, it was found that the net position for High Needs shown in Appendix B was incorrect. The corrected position showed an increase in the High Need deficit for start of 2023/24 year, which was reported to be £1.518m.

RESOLVED that the High Needs Net Position in Appendix B was incorrect, and a revision will be made available to Forum members.

ACTION: MR PATEL

6. **WORKPLAN**

RECEIVED and RESOLVED to update Workplan from this meeting.

7. **FUTURE MEETINGS**

The Forum agreed the next meeting on 5 July to be held in person at Bishop Stopford's School, Brick Lane, Enfield EN1 3PU.

NOTED dates of future meetings as detailed:

| Date | Time | Venue |
|-------------|----------------|--------------|
| 04/10/2023 | 5:30 - 7:30 PM | TBC |
| 06/12/2023 | 5:30 - 7:30 PM | TBC |

8. **CONFIDENTIALITY**

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