

# MINUTES OF THE SCHOOLS FORUM MEETING

Held on Wednesday 6 March 2024 at 17:30 on Microsoft Teams

## Governors:

Ms A Amofo \*  
Mr T Hellings  
Mr J Prior  
Mr J Donnelly \*

## Schools' Members

Primary  
Primary  
Special  
Secondary

## Headteachers

Ms T Day \*  
Ms J Gumbrell \*  
Ms K Baptiste \*  
Ms C Fay  
Ms N Husband  
Mr D Smart  
Vacancy

Secondary  
Secondary  
Primary  
Pupil Referral Unit  
Primary  
Primary  
Special

## Academies:

Ms H Thomas (Chair)  
Ms S Ellingham  
Mr A Livingston \*  
Ms A Nicou \*  
Ms Z Thompson  
Mr S Way  
Vacancy

Academy  
Academy  
Academy  
Academy  
Academy  
Academy  
Academy

## Non-School Members

Mr K Hintz  
Ms A Palmer  
Ms C Doherty  
Mr A Johnson  
Mr I Hewison  
Cllr M Greer \*

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

## Observers

Cllr A Abdullahi \*  
Mr B Russell \*

*Cabinet Member*  
School Business Manager

\* Denotes absences

## Also, present:

Mr Peter Nathan, Director of Education  
Mr Neil Best, Head of Strategic Resourcing & Partnership  
Ms Melissa Williamson, Strategic Finance Manager  
Mrs Sangeeta Brown, Education Resources Manager  
Ms Danusia Brzezicka, Education Resources Coordinator  
Dr Rachel Walker, Enfield Advisory Service for Autism  
Ms Catherine Goodwin, West Lea School  
Ms Niki Panayiodou, Orchardside School  
Ms Sarah Kennedy, SEN Advisor  
Ms Smeeta Modasia, SEN Advisor

## Clerk's notes

Ms Williamson joined the meeting at 5.35pm  
Ms Thompson joined the meeting at 5.45pm  
Mr Best joined the meeting at 5.40pm  
Ms Kennedy and Ms Modasia joined the meeting at 5.50pm and left at 6.40pm and 6.50pm  
Dr Walker left the meeting at 6.10pm

## 1. **APOLOGIES FOR ABSENCE AND MEMBERSHIP**

(a) Apologies for absence were received from Ms Amofo, Mr Donnelly, Ms Day, Ms Gumbrell, Ms Baptiste, Mr Livingston, Ms Nicou, Cllr Abdullahi, Cllr Greer and Mr Russell.

(b) Membership

### **Noted:**

- (i) Mr John Prior has joined as a special Governor.
- (ii) There are vacancies for an Academy Representative and a Headteacher from a maintained special school. Nominations will be sought for these vacancies.

**ACTION: MRS BROWN**

## 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 17 January 2024.

**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 Advisory Service for Autism (EASA) Annual Report**

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

**RECEIVED** a presentation from Dr Walker that provided key highlights from the annual report.

**REPORTED** the highlights from the financial year 2023/24:

- EASA's initially received £365k from the High Needs Block and this was increased by £276k from September 2021 to increase the reach of the Service.
- Five strands of work:
  - Support for parents and carers – there had been an increase in parent self-referrals. Cuppa and Chat sessions were held at eight Enfield schools during 2023.
  - Education workforce development – 1043 were people trained in 2023
  - Targeted support for autistic CYP – the Service received 154 requests from 77 schools for support and direct requests from families for particular interventions. Trauma informed practice informed how the Service assessed the most appropriate support that be provided to CYP and their families.
  - EASA acted as expert witness for the Authority.
  - Statutory and crisis response - EASA was migrating to Liquid Logic and therefore would be using the same information management system as other local services to facilitate information sharing and joint working.
  - Working with local partners to ensure a complementary offer - EASA's collaborative work continues to be a strength of the service.

### **NOTED:**

- (i) Total expenditure for 2023/24 was £672K. This comprised of £641K from the Authority, £12.6K from generated income and £18.4K carry forward from 2022-23.

- (ii) In response to a question as to how schools were maximising the offer for their pupils, it was stated that the Service provided contact information in all publications to encourage schools to contact and work with the Service to provide support to staff and pupils.

The Forum noted the EASA annual report and thanked Dr Walker for attending to present the annual report.

**(b) Home and Hospital support Annual Report**

This item was presented by Ms Catherine Goodwin, Head of Pastoral Development, West Lea School.

**RECEIVED** a presentation from Ms Catherine Goodwin that provided key highlights from the annual report.

**REPORTED** that West Lea School was commissioned to provide the Homes and Hospitals outreach service.

**NOTED:**

- (i) The Homes and Hospital Outreach provision was comprised of the following:
- The Attendance Support Unit (ASU) – was based at the Cyprus Road site and offered a 2 term placement for young people in Years 7 -11 with Social, Emotional and Mental Health issues that impacted their ability to attend school. The ASU worked collaboratively with students' home school and other agencies to re-establish engagement with learning and to support re-integration.
  - The Medical Tuition Service - medical tuition for CYP who were unable to attend school due to complex illnesses, recovery from injury or surgery or other complex reasons. Tuition usually took place in the home and tutors were also able to tutor onsite at the pupil's school as they reintegrated back into learning at school.
  - Hospital Tuition at the North Middlesex Hospital offered learning whilst CYP received in-patient treatment.
- (ii) ASU and Medical Tuition Referrals had increased from:
- 13 ASU referrals in 2021/22 to 29 in 2022/23;
  - 14 home tuition in 2021/22 to 30 in 2022/23 of which 14 were for medical conditions. It was noted since the pandemic there had been an increasing trend in number of Mental Health condition referrals.
- (iii) There continued to be a lack of educational provision in the borough for young people experiencing significant mental health difficulties partly due to the impact of the pandemic. The Service worked with other Services such as EASA to support these young people.
- (iv) Number of referrals to the ASU for Key Stage 4 students continued to increase.
- (v) Post 16 options and progression pathways for young people without an EHCP attending the ASU were limited and consideration needed to be given as to how pastoral support would continue as they progressed into Post 16 institutions. There was a concern that the work undertaken in the ASU to support the young people could be undone if they did not continue to receive sufficient pastoral support to meet their needs.
- (vi) In response to question on what was meant by Tier 4, it was stated that this was a specialist mental health hospital where a CYP may be sectioned and when they are discharged, they may still require on-going support. The tuition support at North Middlesex was an inpatient facility for CYP in hospital. Generally, the service was accessed for a couple of days, but there were a few exceptions.

The Forum noted the Home and Hospital support Annual Report and thanked Ms Goodwin for attending to present the annual report.

**(c) Orchardside Annual Report**

This item was presented by Ms Celeste Fay, Headteacher and Ms Niki Panayiodou, Assistant Headteacher from Orchardside.

**RECEIVED** a presentation from Ms Fay and Ms Panayiodou that provided key highlights from the annual report.

**REPORTED** the number of students on roll had fluctuated and reduced from 102 on roll to 66 currently, however this number was subject to change and may differ by year-end. The number of students referred by schools had reduced between 2021/22 and 2022/23. The high number in 2021/22 may have been due to impact of the pandemic and the reduced numbers in 2022/23 may reflect a more stabilised position. The School was working with admissions service to address the numbers reported as at risk.

**NOTED:**

- (i) Reintegration at KS3 and KS4 back to mainstream was not undertaken through the Fair Access route.
- (ii) Year 11 outcomes were better than comparable schools in other local authorities except for combination of English and Math.
- (iii) Benchmarking showed Enfield was ranked 4<sup>th</sup> out of all London boroughs and 13<sup>th</sup> nationally for the lowest permanent exclusion rate.
- (iv) The School was accredited as a Trauma Informed UK School in September 2023 and an ELKLAN Communication Friendly Setting in July 2023.
- (v) From September 2021, the School was part of the DfE's Alternative Provision Specialist Taskforce (APST). A two year fully funded programme. To continue the work of APST, the DfE extended the funding to March 2025 on a match funding basis.

There were 22 local authorities nationally with 5 from London engaged in APST programme. The programme required sharing of information, joint decision making, coordinated intervention, co-location and multiagency working in delivering services to disadvantaged, complex and 'at risk' students.

Information taken between 2022 and 2024 indicated the percentage of students accessing support from APST was declining with a decrease of 35% accessing support from social care.

- (iii) By working together, the APST had improved working relationships between the School and social care.
- (vi) The School had estimated that the MASH referral costs before APST were £28,127 and £1,114 after APST intervention.

The Forum noted Orchardside School's Annual Report and thanked Ms Fay and Ms Panayiodou for attending to present the annual report.

**(d) Outreach Service for Settings including Specialist Provision Annual Report**

This item was presented by Ms Sarah Kennedy and Ms Smeeta Modasia, SEN Advisors.

**RECEIVED** a presentation from Ms Kennedy and Ms Modasia that provided key highlights from the annual report for 2022/23.

**REPORTED** the interim outreach service offer to support mainstream pupils had been extended for 2023/24 with £370K allocated to provide outreach services to mainstream schools, ARPs and Units. The outreach offer was being delivered by Enfield special schools. The support through the offer included delivering training and providing consultation/advice, practice support and modelling.

**NOTED:**

- (i) Over 152 primary and over 29 secondary school outreach referrals were actioned.
- (ii) Over 168 individual pupils were supported in Spring/Summer 2023.
- (iii) 84% outreach service providers saw progress on impact scores and 87% of schools reported that children receiving support made progress.
- (iv) Specialist provision developments:
  - o ARPs – 160 places with an increase of 64 places from last year,
  - o Units – places had increased to 70 with units opening at Houndsfield and Fleecefield schools in September 2024.

The Forum noted the update on the outreach services to mainstream schools.

## 5. **ITEMS FOR DISCUSSION & DECISION**

### (a) **Outreach Enfield's Outreach Provision Proposal – Update**

**RECEIVED** an Outreach proposal for 2024/5 to 2026/7 from Ms Sarah Kennedy and Ms Smeeta Modasia, SEN Advisors.

**REPORTED** for the academic year 2024-25, the Authority was continuing to seek special schools to deliver aspects of Enfield's Outreach Provision. During the 2023/24 financial year, feedback was received from SENCOs on behalf of their schools. The feedback and the SEND gap analysis were used to develop an outreach offer from September 2024 to August 2027 that would support the SEND strategy and would also enhance the Enfield's SEND offer by providing training, consultation, advice and practice support.

The Forum was advised that the proposals presented were seeking the views of the Forum and this will then be followed up with more detailed discussions with special school in relation to the delivery arrangements.

#### **NOTED:**

- (i) The feedback highlighted that Price and Positive Behaviour offer had a low level of take up and also support provided to Schools hosting Additionally Resourced Provision (ARPs) and Special Units was variable.
- (ii) Using the feedback and monitoring data on outreach and the SEND Strategy as well as the findings from the work carried out with the Delivering Better Value and Change programmes, the outreach offer was refined.
- (iii) The new offer changed the delivery arrangement for supporting ARPs and Special Units instead of devolving money to special schools to deliver the service to engaging a SEND Consultant and commissioning individual packages of specialist support. This would result in a change in the amount individual special schools would receive.

**RESOLVED** to note and confirm support:

- In principle that £365,000 p.a. be allocated to deliver the proposed outreach offer.
- To update the School Forum with any updates and progress.

**ACTION: MRS BROWN**

The Forum noted and thanked Ms Kennedy and Ms Modasia for attending to present the Outreach Service Annual Report and also the details of the proposed revised outreach offer.

### (b) **High Needs Places, Provision and Commissioning Updates (2024/25)**

**RECEIVED** a report that details the high needs places, provision and commissioning for 2024/25 and an update on the Delivering Better Value programme.

**REPORTED** the High Needs Block (HNB) continued to be funded according to the national funding formula (NFF). For 2024/25, the DSG allocation was confirmed as £78.85m, an increase of £2.41m. The accumulative deficit carried forward from 2022/23 was £15.5m.

## NOTED:

- (i) Since 2017, special school places had increased from 639 to 1,192 in 2024/5.
- (ii) The first Specialist Unit opened in September 2022 offering 20 places. During 2024/25 the number of places will increase to 70 places over five schools.
- (iii) Additionally Resources Provision (ARP) places had increased from 120 to 192 in 2023/24 with a further 16 places planned for 2024/25.
- (iv) Enfield Communication Advisory Support Service (ECASS) supported 88 CYP with 4 CYP then requiring an EHCP in 2022/23.
- (v) The number of Nurture Groups have increased from 15 to 20 in 2022/23 supporting the numbers of pupils from 140 to 183. The criteria for applying for a Nurture Group will be changed from September 2024.
- (vi) The commissioning arrangements for the Children's Centre service had been renewed with De Bohun School being the lead delivery partner.
- (vii) It was commented that the increase in additional resources required to support CYP with SEND were impacting school finances, making budgets unsustainable. This was not aided by receiving information on any additional funding in a timely manner. It was queried how other schools managed the pressure and their resources.

In response to this comment, the Chair stated that there were other Forums and groups in place that be better placed to address these issues.

It was stated that the financial pressures due to rising demand for SEND support was a national issue because of the number of local authorities reporting a deficit position. The Council had and continued to highlight the financial pressure both for the high needs block and individual schools budget. Enfield was part of the Delivering Better Value programme and had received £1m grant to develop mitigations to address the deficit which was forecasted to be approximately £20m by the end of this year.

Separately, the DfE had allocated a further grant of £967K to support and reduce deficits being reported by individual schools.

The Forum noted the update on:

- high needs places, provision and commissioning for 2024/25;
- Delivering Better Value programme,
- High Needs budget forecast that indicated an accumulative deficit of approximately £20m.

## **(c) Early Years Funding Formula - 2024/25: Response to Consultation**

**RECEIVED** a report detailing a summary of responses received for the proposed local early years funding formula for 2024/25.

**REPORTED** the consultation document was published on 24 January 2024 and 51 responses (33%) were received by the required deadline.

The Forum was asked to confirm their support to the proposed arrangements for the local funding formula that sought:

- (i) The continuation and extension of the Inclusion Fund:
  - For three and four year olds to enable local authorities to work with providers to address the needs of individual children with SEND;
  - From April 2024: Be extended to include 2 year olds,
  - From September 2024: Be extended to include babies aged 9 months and above.
- (ii) Maintain the Contingency Childcare Support Fund for children with family support, assigned social workers, on Child Protection plans and special needs to access additional hours or other types of support not available from the Inclusion Fund.

(iii) There were mixed views with regards the introduction of a monthly payment system.

**NOTED** the majority of responses supported the proposals contained within the consultation document, with the exception of the monthly payment system which would not be introduced due to the responses received.

**RESOLVED** to note and agree the local Early Years formula and funding arrangements.

6. **WORKPLAN**

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

**ACTION: MRS BROWN**

7. **ANY OTHER BUSINESS**

**NOTED** that:

- (a) The responses from the Schools Forum members regarding future meeting arrangements.
- (b) Date of the next meeting is Wednesday 3 July 2024 at 5.30pm. This meeting will be held in person at Enfield County School for Girls.

8. **FUTURE MEETINGS**

**NOTED** that:

- (a) Dates of future meetings are detailed as below:

<b>Date</b>	<b>Time</b>
09 October 2024	5:30 - 7:30 PM – in person
04 December 2024	5:30 - 7:30 PM – online
05 March 2025	5:30 - 7:30 PM – TBC

9. **CONFIDENTIALITY**

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