



Minutes

Name of meeting	SCHOOLS FORUM
Date and time	8.30AM – Thursday 17th January 2019
Venue	Community Learning Centre, Westridge, Ryde PO33 1QS
Present	Beverley Gilbert (Chair) – Brading CE Primary David Thornton – Federation of Carisbrooke and Newport CEPs Kay Wood – Summerfields Primary Gordon Kendall – Bembridge CE Primary Duncan Mills – The Bay CE School Mike Hayward – Island Innovation Federation Amanda Bitchenor – Chatterbox Day Nursery Jackie Boxx – Island Learning Centre Julie Stewart – Medina House School Caroline Sice – Lanesend Primary Academy Fidelma Washington – Isle of Wight College
Elected Member	Cllr Paul Brading – Cabinet Member for Children’s Services
Officers	Eric Halton – District Service Manager, Education and Inclusion Barry Downer - Senior Finance Business Partner Tracey Sanders – Head of Services for Young Children Chris Jones – SEN Service Manager Diane Hiscock – Clerk
Apologies	Sue Bowen – Church of England Diocese Brendan Hodson – Finance Business Partner

1. WELCOME AND INTRODUCTIONS

Members and officers were welcomed to the meeting. Members were informed that Sarah Miselbach – Business Manager at St Blasius CE Primary Academy had been nominated for the Academy Representative vacancy and was appointed from 21st December 2018.

2. DECLARATIONS OF INTEREST

No Declarations of Interest were received.

3. PUBLIC QUESTION TIME

No public questions had been received.

4. PUPIL PREMIUM FOR LOOKED AFTER CHILDREN (VIRTUAL SCHOOL)

[Paper D](#)

- 4.1 AF gave an overview of the annual report, which is not a statutory requirement, but is provided as an update on how the Pupil Premium Plus is used to improve the educational progress and outcomes of IOW children in care. She included details of the Virtual Schools team and how specialist support is secured through service level agreements. Ofsted noted this as a positive approach to reporting.
- 4.2 The statutory role of the Virtual School was expanded in September 2018, to include the promotion of educational achievement of children who were previously looked after (PLAC).
- 4.3 The small number of looked after pupils (LAC) in years 2, 6 and 11 means that results vary considerably, but progress is broadly in line with national for each cohort. Attendance is continuing to improve and is shown as higher than for statistical neighbours and nationally. Ofsted inspectors were sympathetic to the fact that the data relates to a small number of pupils and were provided with further information to support this.
- 4.4 Welfare Call is a system used for collection and analysis of LAC attendance. Members asked if this data could be collected through the SIMS system in order to save money. It is hoped to move towards this in future, but need to ensure no gaps in the service.

Action – AF to provide a further report (to include update re Welfare Call) at the meeting on 16 January 2020

RESOLVED :

THAT the annual update report on Pupil Premium for Looked After Children be noted.

5. MINUTES

RESOLVED :

THAT the Minutes of the meeting held on [20 December 2018](#) be confirmed.

It was agreed that the Action List should be circulated with the minutes to all members after each meeting.

6. MATTERS ARISING

- 6.1 Item 6.1 – DT reported on ongoing conversations with schools around energy costs. Community interest company, Future IOW are to carry out a pilot audit of 4 Island primary schools, on school energy usage, to assist with identifying possible areas for savings.

Action – DT to give further update at the next meeting 21 March 2019

- 6.2 (Item 4.5 (1)) A proforma questionnaire for Trade Union (TU) representatives to report on use of facilities time had been circulated [Paper B](#)

Comments were invited.

TU Representatives felt that whilst the template is suited to government requirements, further discussion is needed to ensure that the questionnaire is completed and submitted on the same basis by all representatives.

Action – JM to meet with TU Representatives for further discussion. Final form to be brought back to the next meeting 21 March 2019.

- 6.3 (Item 4.5 (4)) Further letters had been sent from the HR Service and from the Chair of Schools Forum to The Island Free School, regarding non-contribution towards Trade Union Facilities time. The response received stated that the school is structured in a way that will never incur costs through cover nor create costs to other schools. Members felt that there seems to be a misunderstanding in that all schools are able to benefit from the fund for individual support for union members, regardless of the day, time or level of support that is required. Support may be provided through a range of activities as well as formal meetings and can be ongoing but not necessarily evidently visible.

Trade Unions are unable to invoice the Free School directly for the support given but are bound to provide this support to their members.

- 6.4 (Item 4.5 (2)) Non-payment by certain schools is the subject of regular discussion across Trade Union organisations. Funding for Trade Union Facilities Time is separate to Union Subscriptions and covers time off for Union Representatives from their regular employment, to allow them to provide support for their members. Forum members felt that it is unfair for other schools to be subsidising the Island Free School.

Action – Trade Union Members to write to the Island Free School either individually or collectively – copy to Schools Forum

- 6.5 (Item 4.5 (3)) It was agreed that further direction from the Regional Schools Commissioner (RSC) is needed.

Action – BP requested to follow up with the RSC

- 6.6 (Item 7.18) – BG had fed back to the headteacher forum on progress with the High Needs Strategy and proposed banding options in January.

TS and CJ reported that meetings have begun with stakeholders and providers. The plan is moving forward and a headteacher group is being formed to work on mapping and finance. A positive meeting was held regarding a plan for outreach provision.

Savings have been achieved through the commissioning of joint places on the mainland and Janet Hoff is working to negotiate better rates.

TS informed members that a SEND Board has been established to monitor actions and progress with the high needs strategy and proposed savings.

Action – CJ to attend the next headteacher forum in March 2019.

Action - A report on the following to be brought to the next meeting 21 March 2019

- **Progress with the High Needs Strategy**
- **Update on savings achieved**
- **Bid for provision of a new SEMH Free School**
- **Proposal to include a Behaviour Support Service in the de-delegated Services**

- 6.7 (Item 9.2) It was confirmed that the IOW received additional High Needs funding of £263,700 which will be offset against the current overspend. This is fixed for 2018/19 and 2019/20.

It was also noted that an extension of the Capital Programme was announced, with wider eligibility criteria.

7. SCHOOLS BUDGET 2019/20 [Paper C](#)

- 7.1 BD informed members that this report is the culmination of months of working to agree the funding basis for schools for the next year.

The Dedicated Schools Grant (DSG) for the IOW increased by £1.881m on 2018/19.

BD explained the breakdown into blocks with minor changes to the Early Years Block and Central School Services. The Schools Block allocation has increased by £1.6m due to the following factors shown in the table at para 6.

- A move closer to the hard National Funding Formula (NFF), which is not expected to be implemented for 2020 or 2021.
- A small increase in pupils has brought additional funding, which will be allocated per pupil.
- An increase in national growth funding contributing to an approximate increase of 2% in most factors (see [Paper C](#) - Appendix A)

- 7.2 Individual School Budget shares will be released by the end of February 2019

RESOLVED :

THAT the revised local funding formula details in Appendix A be noted.

- 7.3 Members questioned the differences between primary and secondary funding in the Income Deprivation Affecting Children Index factor (IDACI). This may be due to the requirement for a broad and balanced curriculum and the need for a higher level of specialism in the secondary sector. It was noted that the funding has already been agreed for the forthcoming year and is moving towards the NFF to reduce possible turbulence when the hard NFF is implemented.

Further note – IDACI funding is based on the number of pupils in each year group who reach the Early Years (EY) Benchmark. As the achievement of young children has risen, funding is spread to support older pupils with low entry levels.

Action – BD to check regulations to confirm IDACI funding arrangements

Action – Review IDACI funding for 2020/21 budget – add to agenda for meeting 21 November 2019

- 7.4 DM requested information on the Split Sites Policy.

Action – Clerk to forward link to the policy to DM

- 7.5 At the December meeting of the Schools Forum, members agreed to continue to de-delegate funding for services shown in para 12 of the report. Members were asked to agree funding rates.

Members discussed the possibility of using electronic systems to carry out Free School Meal (FSM) eligibility checking by individual schools or the LA.

Action – Review FSM eligibility checking for 2020/21 budget – add to agenda for meeting 21 November 2019

RESOLVED :

THAT the de-delegated funding as detailed in para 12 be agreed – Primary maintained schools (4) – Secondary maintained schools (2)

- 7.6 Members were asked to agree the proposed overall schools budget for 2019/20. It was confirmed that the £64,000 contingency in High needs is a balancing item and will be used to reduce the deficit, if other planned savings are achieved.

RESOLVED :

THAT the proposed budget allocations for 2019/20 set out in appendix B be agreed.

8. 2018/19 BUDGET

An overview of the current budget will be included in the next meeting. The current position remains at a projected overspend of £400,000

9. ISLE OF WIGHT UNIQUE STATUS

Members noted that the IOW has been recognised as having a unique status. It is hoped that this will bring benefits over time, regarding future bids and funding.

DATE OF THE NEXT MEETING

The next meeting of the Schools Forum has been arranged to take place on **Thursday 21 March 2019 – 8.30am at Westridge Community Learning Centre, Brading Road, Ryde PO33 1QS**

DATES OF FORTHCOMING MEETINGS – All at Westridge Community Learning Centre

Thursday 20 June 2019

Thursday 21 November 2019

Thursday 16 January 2020

Thursday 19 March 2020

8.30am start, all at

Westridge Community Learning Centre, Brading Road, Ryde PO33 1QS

The meeting closed at 10.20am

CHAIR