

Notice of Schools Forum

Date: Tuesday, 7 July 2020 at 9.00 am

Venue: Virtual Meeting



Membership:

Chairman:

Phil Keen

Vice Chairman:

Patrick Earnshaw

Russell Arnold
Lauren Dean
Ben Doyle
Brigid Hincks
Mark Avoth
Andy Baker
Kate Carter

Jon Chapple
Geoff Cherrill
Linda Duly
Phillip Gavin
Sue Johnson
Jacqueline Page
Angela Malanczuk

David Newman
Jeremy Payne
Sean Preston
Michael Reid
Dave Simpson
Cllr S Moore
Cllr D Brown

All Members of the Schools Forum are summoned to attend this meeting to consider the items of business set out on the agenda below.

The press and public are welcome to view the live stream of this meeting at the following link: <https://democracy.bcpCouncil.gov.uk/ieListDocuments.aspx?MId=4551>

If you would like any further information on the items to be considered at the meeting please contact: Jacqui Phillips - 01202 456147 or email Jacqui.phillips@bcpcouncil.gov.uk

Press enquiries should be directed to the Press Office: Tel: 01202 454668 or email press.office@bcpcouncil.gov.uk

This notice and all the papers mentioned within it are available at democracy.bcpCouncil.gov.uk

GRAHAM FARRANT
CHIEF EXECUTIVE

29 June 2020



Available online and
on the Mod.gov app



AGENDA

Items to be considered while the meeting is open to the public

- | | |
|---|---------|
| 1. Introduction | |
| 2. Apologies for Absence
To receive any apologies for absence. | |
| 3. Declarations of Interest
To receive any declarations of disclosable pecuniary interests from Forum Members/Officers in matters appearing on the agenda. | |
| 4. Minutes of the Previous Meeting
To confirm the minutes of the previous meeting, held on 17 January 2020, as a correct record. | 5 - 10 |
| 5. Public Issues
If you would like to raise anything for consideration at the upcoming schools forum meeting please contact the meeting clerk jacqui.phillips@bcpcouncil.gov.uk , no later than Thursday 2 nd July. The Chair to the Forum will decide whether this should be considered at the meeting under Any Other Business, and you will be contacted in a timely manner to notify you of the outcome of this decision. | |
| 6. Dedicated Schools Grant Outturn 2019-20
The report considers the end of year position for the DSG budget 2019-20 at a net deficit of £1 million.

There is an overspend of £1.9 million from pressures within the High Needs Block, but this is partially offset by funding adjustments relating to prior years (£0.6m), and savings in other blocks (£0.3 million).

The resulting accumulated deficit at 31 March 2020 is £4.6 million with this required to be carried forward and recovered from future DSG allocations. | 11 - 16 |
| 7. Looked After Children Pupil Premium Arrangements 2020-21
To take a decision whether to agree the arrangements for 2020-21 | 17 - 26 |
| 8. COVID response and funding
<ol style="list-style-type: none">1. The government have implemented a number of financial support packages for education providers.2. This report provides a summary of the most significant support available, and an overview of local financial policy that has been implemented. | 27 - 28 |

9. SEND Sufficiency Proposals - Update

1. As reported to the Schools Forum in January, the LA are implementing a programme of special school and resource base expansion to meet sufficiency needs for specialist placements in the area.
2. This additional provision is intended to meet some of the additional needs being identified as well as reduce reliance on often expensive Non-Maintained and Independent provision, to support reducing pressure within the High Needs revenue budget.

10. Election of Chair for the 2020/21 Academic Year

The Forum is asked to elect its Chair for the 2020/21 Academic Year.

11. Dates of Future Meetings

11 September 2020 8am
10 November 2020 8am

12. Any Other Business

To consider any other business, which, in the opinion of the Chairman, is of sufficient urgency to warrant consideration.

13. Exclusion of the Public and Press

To consider passing the following Resolution (if required):

"RESOLVED that, in accordance with Section 100A (4) of the Local Government Act 1972, the public and press be excluded from the Meeting for the following item(s) of business on the grounds that it/they may involve the likely disclosure of exempt information as defined in paragraph(s) [INSERT PARAGRAPH NUMBER HERE] of Part 1 of Schedule 12A of the Said Act as the public interest in withholding the information outweighs the public interest in disclosing it".

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SCHOOLS FORUM

FRIDAY, 17TH JANUARY, 2020

Present: Phil Keen (Corfe Hills School) – **Chairman**
Patrick Earnshaw (Highcliffe School) – **Vice-Chairman**

Russell Arnold, The Quay School
Mark Avoth, Bourne Academy
Andy Baker, Poole Grammar School
Kate Carter, TEACH Trust
Jon Chapple, Twynham Primary School
Lauren Dean, Kings Park Academy
Ben Doyle, St Peters School
Linda Duly, Cuddles Day Nursery
Phillip Gavin, Christchurch Learning Centre
Tracey Griffin, Bournemouth and Poole College
Brigid Hincks, St Joseph's Primary School
Sue Johnson, Jack in the Box Nursery
Shirley Levy, Winchelsea School
Angela Malanczuk, Stanley Green Infant Academy
David Newman, Poole High School
Jeremy Payne, St James CE Primary School
Sean Preston, Hamwic Multi-Academy Trust
Dave Simpson, The Epiphany School

Also in Attendance: Councillor David Brown, BCP Council
Councillor Sandra Moore, BCP Council
Gemma Donnelly, Department for Education

Officers in attendance: Jack Cutler, Planning and Statistics
Neil Goddard, Service Director - Quality and Commissioning
Julian Radcliffe, Director Children and Young People
Nicola Webb, Assistant Chief Financial Officer

36 Introduction

The Chair opened the meeting and welcomed all present.

37 Apologies for Absence

Apologies were received from Geoff Cherrill and Michael Reid.

Forum Members also noted that Jason Holbrook had now left Avonbourne Academy and therefore a replacement was needed for the Schools Forum.

38 Declarations of Interest

There were no declarations of disclosable pecuniary interests.

39 Minutes of the Previous Meeting

RESOLVED that the Minutes of the Meeting held on 5 November 2019, having been previously circulated, be taken as read, signed and confirmed by the Chairman as a correct record.

It was noted that all other matters arising would be covered in the agenda.

40 Introduction from DfE representative

Gemma Donnelly from the DfE advised that part of her role is to attend Schools Forums meetings, scrutinise minutes and ensure that voting is carried out according to regulations. Attendees were invited to either ask questions or send them to her via email. GD added that she is not here because of any historic issues with the Forum. The issue of High Needs was raised and GD said it is a national issue and most LAs are struggling with their budgets. GD was asked how many other LAs are using Early Years funding. Accurate details could not be provided but GD said that it is not unusual if budgets have money left over and further information will be available in Section 251 data. The issue of no additional funding being provided now age range has increased from 0-19 to 0-25 was mentioned and GD said all LAs have raised this.

41 Dedicated Schools Grant (DSG) Budget Monitoring 2019-20

Nicola Webb, Assistant Chief Finance Officer, BCP Council, presented the report.

The following points were noted:

- There have been no changes to the forecast DSG income since September report.
- Early Years funding is still estimated and will be finalised after the January 2020 census.
- An overspend of £2.7m is expected in the High Needs Block despite action being taken. Savings in other areas reduces the in-year deficit to £1.9m. The overall deficit is expected to increase from £3.6m to £5.5m by end March 2020.
- In the EYs Block, the increasing cost of SEND is expected to use any surplus generated by lower deprivation allocations and this is reflected in budget estimates for 2020-21.

RESOLVED that the report was noted.

42 Dedicated Schools Grant (DSG) Settlement and Budget 2020-21

Nicola Webb, Assistant Chief Finance Officer, BCP Council, presented the report.

The following points were noted:

- The initial DSG Settlement was received on 19 December 2019.
- There are no changes for Early Years.
- Schools Block funding rates were announced in October 2019. Only the pupil numbers have changed. Numbers in primaries have mostly stabilised and increased in Secondaries.
- High Needs Block – there is a slight increase in the December Settlement but it is difficult to forecast how this will be updated in the summer. It was confirmed that in the scale of the overall high needs DSG this adjustment should be small.
- An annual funding gap of £8m is expected – this is without a transfer of funding from Early Years or Schools or further cuts to high needs services.
- Increase %s in Table 1 (Page 20) is monetary value and not per pupil value.

RESOLVED that the report was noted.

43 Statement from Parent Carer Forum

Representatives from the Parent Carers Together Forum attended and read the statement that had been provided to the Schools Forum.

The following points were noted:

- Concerns about lack of funding;
- Accountability is needed for how funding is spent;

Need for early intervention and support.

44 High Needs Block Financial Strategy Group

Julian Radcliffe, Service Director Inclusion and Family Services BCP Council, presented the report. The following points were noted:

- BCP Health & Well Being Board reports on developments;
- Board has initiated a review of SEND. A 4 day Peer Review of services etc across BCP is starting on 28 January;
- Need to look at early intervention and support
- Joint Commissioning (SEND) Strategy and arrangements with Health/CCG;
- A SEND Transformation & Development Board has been formed and 2 meetings have now been held.
- SEND Sufficiency Strategy is being completed and this will inform us where needs are. All BCP schools are invited to a meeting on January 21;
- SEND restructure has now been completed. There will be additional capacity to identify where issues are and posts will be created where needed;
- High cost decisions will need to be made and better scrutiny is being introduced

Children in Care

- Virtual School Strategic Board has been set up;
- Virtual School Peer Review is taking place in February 2020.

Family and community facing

- Early Help, Family Support & Young People's Strategy (2020-2023) will lead to a full restructure of services;
- Early Help Partnership & CE Partnership Boards to be established;

A list of projected and immediate savings was provided. These are estimated at £2.5m and are considered to be robust by the service with actions already underway.

45 Schools and Early Years Formula Consultation outcomes and Transfer to High Needs Block

Jack Cutler, Quality and Commissioning, BCP Council, presented the report followed by the outcomes of the 2 Consultations.

The following points were noted:

- Projected funding gap on High Needs budget 2020-21 is £9.5m Any funding transfers in previous years were for one year only with the gap increasing over time.
- LA put £2.4m in last year but will not be able to do so this year; Schools transferred £2.2m and early years £0.2m with fresh decisions needed this year.
- Primary and Secondary units of funding are based on last years' school data. This amount is multiplied by new pupil numbers for October 2019 and will give us £1.8m surplus when

applying October 2019 census data to the 2020-21 NFF funding rates and formula mechanisms. If we transfer the £1.8m to high needs we could still fund schools at full NFF formula rates.

- The wording of questions in the Schools Consultation was very difficult and it was asked if language could be simplified in future. It was suggested that a group of headteachers should read them in advance next time.
- The outcomes of the consultations were covered in considerable detail, with the level of support considered for each question asked in the consultation and a summary of responses provided. It was also indicated where responses to questions may be of benefit to Forum members when considering their position on the proposals to be voted on.
- EY representatives expressed concern that due to Christmas holidays there was insufficient time to complete the EY consultation.
- Requests for data on how much HN funding is going to EYs providers have been made but it was felt that no information had been received. NW advised that information was included in the paper she presented earlier and a breakdown had also been provided last year. Forum representatives were referred to Appendix 6 of the School Funding consultation and also the appendices of earlier meeting papers.
- Sue Johnson and Linda Duly presented a paper on Early Years Funding proposing that there is no deduction from the EY block to help offset the HNB overspend.

Schools Forum members were asked to vote on the following proposals:

PROPOSAL: Does Schools Forum agree to support the proposals recommended by Julian Radcliffe totalling £2.5m?

20 votes for and 0 against

PROPOSAL: Does Schools Forum support LA recommendation for £0.2m transfer from Early Years to High Needs Block?

18 voted against, 1 for and 1 abstention.

PROPOSAL: Does Forum support £1.8m transfer to High Needs Block from surplus NFF funding?

18 voted for and 2 against

PROPOSAL: Are Schools Forum in favour of an additional 0.5% transfer from Schools Block to High Needs Block?

14 votes against, 4 for and 2 abstentions

PROPOSAL: Does Schools Forum support an additional 1.1% transfer from National Funding Formula?

15 votes against, 3 voted for, and 2 abstentions

PROPOSAL: Does Schools Forum support an enhanced £0.2m from PEX enhanced adjustment?

20 votes for.

PROPOSAL: Does Schools Forum support reduction to Outreach Services?

19 against and 1 abstention.

PROPOSAL: Does Forum support reduction to SALT services?

19 against and 1 abstention.

PROPOSAL: Does Forum support reduction to the Central Hearing and Vision Support Service?

18 against and 2 abstentions

PROPOSAL: Does Forum support a reduction in top up payments by 30%?

20 voted against

PROPOSAL: Schools Formula to indicate if they support LA in setting formula by starting on NFF and scaling back?

19 voted for and 1 abstention

PROPOSAL: Does Forum support growth proposal through Option 1?

20 votes for

PROPOSAL: Does Forum support growth that does not materialise at 30% of full growth?

13 voted for, 4 against and 3 abstentions

PROPOSAL: Does Forum agree the budget for the extrinsic growth fund (£499.670)?

12 abstentions and 8 voted for

PROPOSAL: Early Years contribution to central services supporting the free entitlements as set out in the report

19 voted for and 1 abstention

PROPOSAL: Central School Services Block budgets

20 votes for and 0 against

PROPOSAL: Maintained schools central retention rates and budgets

2 voted for and 2 voted against

46 Forward Plan

To consider and note the Forward Plan.

Feedback is needed from the Schools Forum at the next meeting as the full transfer is not being supported and alternative action is required. Julian Radcliffe and Neil Goddard were invited to attend the Secondary Headteachers meeting on 3 February.

Friday, 17th January, 2020

47 Dates of Future Meetings

- Tuesday 3 March 2020
- Friday 19 June 2020

48 Any Other Business

No other business was raised.

**Chairman at the meeting on
Friday, 17 January 2020**

SCHOOLS' FORUM



Report subject	Dedicated Schools Grant (DSG) Outturn 2019-20
Meeting date	7 July 2020
Executive summary	<p>The report considers the end of year position for the DSG budget 2019-20 at a net deficit of £1 million.</p> <p>There is an overspend of £1.9 million from pressures within the High Needs Block, but this is partially offset by funding adjustments relating to prior years (£0.6m), and savings in other blocks (£0.3 million).</p> <p>The resulting accumulated deficit at 31 March 2020 is £4.6 million with this required to be carried forward and recovered from future DSG allocations.</p>
Recommendations	<p>It is RECOMMENDED that:</p> <p>Schools forum note the contents of the report.</p>
Reason for recommendations	To update schools forum on the DSG financial position
Portfolio Holder(s):	<p>Councillor David Brown – Finance</p> <p>Councillor Sandra Moore – Children's Services</p>
Corporate Director	Judith Ramsden
Report Author	<p>Nicola Webb, Assistant Chief Finance Officer</p> <p>e-mail: nicola.webb@bcpcouncil.gov.uk</p>
Wards	Council-wide
Classification	For Information

Summary DSG Outturn 2019-20

1. The DSG outturn in-year deficit for 2019/20 is £1 million (£0.9 million less than the £1.9 million projected at quarter three). This is in addition to the cumulative net £3.6 million deficit brought forward from the legacy councils to give an overall accumulated deficit at 31 March 2020 of £4.6 million.
2. The growing deficit is a result of unfunded pressures in high needs, with the in-year deficit for this block of expenditure at £1.9 million (quarter three projection £2.7

million). The deficit is due to a growing caseload of pupils with special educational needs and those requiring alternative provision due to permanent exclusion as well as fee increases from independent special schools.

3. The high needs budget annual deficit was partially mitigated by prior year adjustments of £0.6 million and small underspend on the other three spending blocks of the DSG of £0.3 million.
4. A funding gap of £6 million has been identified for 2020/21, after the agreed £1 million transfer of 0.5 percent from the schools' block, with strategies being developed to recover this position in future years. This includes creating more local provision in both special and mainstream schools.
5. The current deficit recovery plan was shared with the DfE in April, with progress meetings at six monthly intervals planned. The DfE committed to share strategies being adopted by other councils but no new actions were identified for us from the first meeting.
6. The recovery plan will be updated to reflect the final outturn position for 2019-20, current progress in budget management and the timescales for opening new provision. The 2020-21 high needs position is being reviewed monthly by the council's senior management, leader of the council and cabinet member for resources.
7. The table below summarises the DSG outturn for 2019-20

£000's	Expenditure			Outturn DSG Funding	Council funding	Surplus/ (Deficit)
	Budget	Variance	Outturn			
Blocks						
Early Years*	21,663	(1,406)	20,257	20,289		(32)
Schools	195,123	(41)	195,082	195,127		(41)
Central Services	2,062	(176)	1,886	2,062		(176)
High Needs *	43,680	2,250	45,930	41,581	2,400	1,949
Total	262,528	627	263,155	259,055	2,400	1,700
DSG prior year adjustment for legacy councils 2018/19						(662)
Net deficit for the year						1,039
Brought forward deficit from legacy councils						3,605
Carry forward deficit						4,644

DSG Income 2019-20

1. The final DSG at outturn is £259 million, with the council's contribution of £2.4 million applied in full as budgeted.
2. The early years funding projection has been updated since the January report based on the estimated early years January 2020 census. The funding is projected to be lower than budget by £1.4 million with expenditure also lower on a similar scale, to give only a small surplus of £32,000 overall for this block for the year as shown in the table above.
3. Early years funding remains estimated and will be finalised with the outcome of the January 2020 census later in the year (usually the end of July) with any difference from the estimate being accounted for in 2020/21. All funding for other blocks was finalised earlier in the year.

DSG Expenditure 2019-20

4. An overspend of £2.2 million against the original budget for the year on the high needs block is offset by £0.3 million of additional DSG allocated in July 2019 to give a deficit for the block of £1.9m. The prior year adjustment and savings in other blocks reduce the overall deficit to £1 million. The appendix provides the detail of the budget variances

Schools Block Spend

5. The mainstream schools funding formula was paid to maintained schools and recouped by the ESFA for academies according to the formula set in January 2019. There are small savings from business rates and unallocated growth fund totalling £41,000.

Central School Services Block Spend

6. The funding is provided for LA duties supporting the DSG system and services for all schools – mainstream and special in both maintained and academy sectors.
7. The saving in school admissions is due to £130k not being allocated within the in-year fair access budget due to a change in approach.
8. As reported from September the charge for copyright licences from the DfE for all schools is less than budgeted as the DfE estimate included VAT which the LA can recover, giving a saving of £45k.

High Needs Block

9. The block is overspent due to the rise in number and cost of Education, Health and Care Plans (EHCPs). The number of plans funded was within 2% of the budgeted level for the year but the average cost across all plans was significantly higher with an actual average cost of £13,007 for top-up funding compared with the budgeted £11,578 (11% higher).
10. By provider type, average costs between budget and actual were very close but the proportion of pupils placed at lower cost provision (mainstream schools and colleges) was lower than budget, continuing trends of the legacy councils.
11. Pupils that had been budgeted to be placed in mainstream provision were instead placed in bespoke provision or independent and non-maintained special schools (INMSS) at significantly higher cost, due to lack of capacity in local special schools. This is movement further away from the national average over the course of 2019-20 and the impact can be seen in the significant overspend on these lines in the report appendix.
12. There is some offset from underspends on almost all other lines high needs budgets, including the sensory impaired service provided by Dorset Council, outreach services from local special schools and support for inclusion.
13. The underspend of £1.5 million for place funding (at £10,000 or £6,000 per place, depending on provision type) should be considered alongside the overspend of £1.6 million for top-up funding for state-funded schools (maintained and academies). Place funding recoupment by the DfE for academies relies on a council return in the autumn of the preceding year, and for NMSS the import/export adjustment to account for cross border flows uses the national January 2019 data. Pupils placed over numbers after these dates are typically funded through top up funding. The budget had allowed for this growth overall, but the expected destination of pupils had not yet been established at budget setting, especially in the light of the plans to create new provision locally.

Financial Implications

14. The DSG deficit brought forward into BCP of £3.6 million has grown by £1 million with the accumulated deficit at 31 March 2020 now £4.6 million. This deficit must be carried forward and be recovered from savings in future DSG allocations.
15. A sustainable financial position has not yet been achieved for 2020-21 with the deficit budgeted to grow by a further £6 million from the high needs overspend by 31 March 2021.
16. A deficit recovery plan has been prepared and discussed with the DfE with meetings to be held at 6 monthly intervals to monitor the progress of the plan.

Legal Implications

17. It is a requirement of the Council to monitor budgets during the financial year and for schools forum to be informed of the DSG outturn.

Background papers

Previous schools' forum papers are available at the link below:

[http://ced-pri-cms-02.ced.local/ieListMeetings.aspx?Committeeld=149&\\$LO\\$=1](http://ced-pri-cms-02.ced.local/ieListMeetings.aspx?Committeeld=149&LO=1)

Appendix

Presentation of detailed DSG outturn budget variances for 2019-20.

Appendix – DSG Outturn 2019-20

£000's	Budget					Outturn	
	Early Years	Schools	Central Services	High Needs	Total	Total	Variance
DSG 2 - year olds NFF	(2,772)				(2,772)	(2,434)	338
DSG 3 - year olds NFF	(18,920)				(18,920)	(17,895)	1,025
DSG NFF Other Blocks (final)		(193,712)	(2,062)	(38,885)	(234,659)	(234,659)	0
DSG Import/Export (final in July 19)					0	(301)	(301)
DSG Premises (final)		(1,797)			(1,797)	(1,797)	0
DSG Growth Fund NFF (final)		(1,806)			(1,806)	(1,806)	0
DSG Pupil Premium	(100)				(100)	(89)	11
DSG Disability Access Fund	(74)				(74)	(74)	0
DSG Transfer to High Needs	203	2,192		(2,395)	0	0	0
DSG Prior Year (final July 19)					0	(662)	(662)
Council Contribution				(2,400)	(2,400)	(2,400)	0
Total Funding	(21,663)	(195,123)	(2,062)	(43,680)	(262,528)	(262,117)	411
Providers – 2 - year olds	2,624				2,624	2,427	(197)
Providers - 3 and 4 - year olds	18,172				18,172	16,961	(1,211)
Providers SEN top up grants	512				512	512	0
Early Years Pupil Premium	100				100	103	3
Disability Access Fund	74				74	45	(29)
Early Years LA duties	181				181	209	28
Mainstream Schools Formula		194,344			194,344	194,324	(20)
Growth Fund - budget		779			779	758	(21)
School Admissions			750		750	619	(131)
Licences Purchased by DfE			265		265	220	(45)
Servicing Schools Forum			31		31	32	1
Ex ESG Services (all schools)			726		726	726	0
Premature retirements			16		16	16	0
ASD Base / other			275		275	274	(1)
Place Funding				11,621	11,621	10,156	(1,465)
Top up Funding - State Sector				11,984	11,984	13,550	1,566
Top up Funding - Independent/NMSS				10,105	10,105	12,284	2,179
Top up Funding - Post Schools				3,633	3,633	3,569	(64)
Top up Funding - Pre schools				212	212	29	(183)
Top up Funding - Excluded / AP				2,327	2,327	1,994	(333)
Outreach				573	573	392	(181)
Hospital Education Top up				128	128	134	6
Bespoke SEN /Therapies				1,388	1,388	2,512	1,124
Support for Inclusion				241	241	13	(228)
Early Years Central SEN support				712	712	660	(52)
Sensory Impaired Service				757	757	637	(120)
Total Expenditure	21,663	195,123	2,063	43,680	262,528	263,156	628
In- year (Surplus) / Deficit	(662)*	(32)	(41)	(176)	1,949	1,039	1,039
DSG Deficit brought forward						3,605	
DSF Deficit carried forward						4,644	

* Relating to prior year

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PUPIL PREMIUM PLUS (PP+) POLICY 2020-2021

BCP Inclusion and Family services

BCP Virtual School

Author: Luana Girling
Version: V1.5
Date: 27th March 2020

1. INTRODUCTION

1.1 The Local Authority has a statutory duty to appoint someone (called the Virtual School Headteacher) who holds the responsibility for promoting the educational achievement of children in care. This includes 'maintaining accurate and up-to-date information about how Looked After Children (LAC) are progressing at school and taking urgent and individual action when they are not achieving well'.

1.2 The 'Pupil Premium 2020-2021 Conditions of Grant' document informs us that school age LAC attract a Pupil Premium plus (PP+) grant of £2345. For early years the amount is £302.10 per year.

1.3 'Promoting the education of LAC and Previously Looked After Children (PLAC) statutory guidance for local authorities'¹ dated February 2018 gives clarity on how this grant should be managed and the accountability measures required.

1.4 From September 2018 the duty included promoting the educational achievement of previously looked after children PLAC² in their area by providing information and advice to:

- any person that has parental responsibility for the child;
- providers of funded early years education, designated teachers for previously looked after children in maintained schools, academies, and other educational establishments
- any other person the authority considers appropriate for promoting the educational achievement of relevant children

1.5 In Bournemouth, Christchurch and Poole the Virtual School do not use the terms Looked after Children (LAC) or previously Looked after Children (PLAC). Instead we use Children in Care (CIC) and Young People with Care experience (YPCE).

2. RESPONSIBILITY AND ACCOUNTABILITY

2.1 The Virtual School is responsible and accountable for:

- making sure that there is a system to track and monitor the attainment and achievement of Children in Care³
- ensuring that all Children in Care have a robust and effective personal education plan (PEP) with access to appropriate support, including personal tuition where appropriate

¹ Promoting the education of looked-after and previously looked-after children (February 2018)

² Previously looked after children are those who are no longer looked after by a local authority in England and Wales (as defined by the Children Act 1989 or Part 6 of the Social Services and Well-being (Wales) Act 2014) because they are the subject of an adoption, special guardianship or child arrangements order; and were adopted from 'state care' outside England and Wales. 'State care' is care provided by a public authority, a religious organisation, or any other organisation whose sole or main purpose is to benefit society. This may/may not always include those who spend a period in care and then return home depending on the individual circumstances.

³ Any educational establishments who receives a pupil premium grant for a previously look after child is responsible for monitoring and tracking the attainment and achievement of PLAC outlined in¹.

- championing the educational needs of Children in Care across the authority and those placed out-of-authority

2.2 In Bournemouth, Christchurch and Poole (BCP) the PP+ grant is managed by the Virtual School Head (VSH) and used to improve educational outcomes for Children in Care. It is expected that schools and early years providers will use the funding to address pupils identified needs as detailed in section 6 of this guidance.

2.3 All expenditure of the PP+ grant is scrutinised annually by the Corporate Parenting board and the report is published for transparency purposes. The distribution of spend is also reported to Children's' Overview and Scrutiny board.

2.4 Schools who have Children in Care from other Local Authorities on their roll must contact the Virtual School of the relevant authority to request information on their policy for allocation of PP+. The name and contact details of other Virtual Schools can be requested from the BCP Virtual School team.

2.5 Schools and settings have a responsibility to engage with support and training offered by the Virtual School to ensure their Designated Teacher is best placed to serve the needs of all Children in Care. Attendance at networks will be monitored and any non attendance is discussed with schools as appropriate.

2.6 The Virtual School will support Schools by offering training to all Governance/Trust Boards alongside a pro forma for the purposes of annual reporting to the Governance Board.

2.7 The Virtual School reserves the right to withhold funding allocations to schools if the conditions stipulated in section 4 are not met. However, support for schools will be provided to ensure this is minimised. Any school whose funding has been withheld can challenge the decision by contacting the VSH. Any withheld funding subsequently released would be paid retrospectively in the following termly allocation payment.

3. ARRANGEMENTS FOR CENTRALLY RETAINED FUNDS

3.1 The Virtual School retains £345 of the annual £2345 grant for each looked after child and it is used to improve outcomes for all Children in Care to BCP, including those placed outside of BCP. Pupil outcomes and impact of the centrally retained funding is reported to the Corporate Parenting working group every January.

3.2 Expenditure of the centrally retained funds is planned strategically by the Virtual School team and monitored by the central finance team for compliance with the conditions of grant.

4. ALLOCATION OF FUNDING TO SCHOOLS

4.1 During 2020-2021, PP+ funding for school age Children in Care will continue to be allocated on a termly basis in order to follow children who move schools during this period. Allocation will be based on what has actually been spent by schools termly up to a maximum of £2000 per year. Planned and actual spend amounts must be noted in the PEPs termly with clearly identified, costed interventions linked to the targets set.

4.2 Pupil premium will only be allocated for pupils who have been in care for at least 4 weeks continuously at the published termly allocation date. This is to reduce the risk of overspend through allocation to pupils who are looked after for brief periods.

4.3 Allocation will be subject to the termly completion and submission of high quality PEPs that include; clarity on how the previous terms allocation had been spent (demonstrating outcomes/impact), and a costed plan for use of the future terms allocation (including intended outcomes/impact). The Virtual School Education Officer (VSEO) allocated to that pupil will attend PEPs as appropriate and proportionately according to need. PEPs may also take place via telephone / video conference. Allocation is also subject to the submission of any termly data collections requested by the Virtual School for progress. Attendance data and end of KS results are collected on our behalf by Welfare Call and all schools are required to supply this data to them. See section 6 for more details on PEPs.

4.4 The maximum pupil premium allocation for each looked after child will be up to up to £2000 annually paid termly subject to the conditions identified in 4.3.

4.5 PP+ funding will not be allocated to schools funded by the LA offering highly specialist provision. Appropriate provision for achieving the highest educational outcomes for these Children in Care will be stipulated at the point of commissioning a contract for placement.

5. ALLOCATION OF FUNDING TO EARLY YEARS SETTINGS

5.1 The BCP Virtual school does not hold funding for Early Years settings. Both policy and payment procedures of Early Years PP+ are paid within the free early education entitlement payments to settings managed by the Early Years support teams. Please contact them for further information.

5.2 Some children in early years settings are placed with carers who are not eligible for the full 30 hours free early education entitlement. This is usually due to the carer's inability to undertake any other 'paid work' as their main occupation is that of being a carer, often for more than one child. In these circumstances the Virtual School would consider awarding funding to the setting for extra hours that would benefit the child's education and to enable the child to be more 'school ready'. This would not apply if the extra hour's sole purpose was to increase childcare.

Some of the following criteria would also need to apply:

- The child must be due to start school in the forthcoming September
- The child is behind their peers educationally within the EYFS framework
- The child would benefit from additional hours to support their learning and development.
- Additional hours would support the child's daily routine to be school ready

5.3 The need for an allocation of funding would be agreed by all parties during the child's termly PEP meeting and detailed within the completed PEP. Funding would be approved by the Virtual School during the weekly QA process. Once approved a purchase order will be issued by the Virtual School to enable to setting to invoice for the funds. Any unspent funds may be subject to reclaim should the child move settings.

6. PEPS AS A REQUIREMENT FOR ACCESSING FUNDING

6.1 PEPs are the primary monitoring system to provide the Virtual school with an oversight of all Children and Young People's educational plans. The PEP is mandatory and a shared multi-agency document crucial to the educational planning of CIC. Termly monitoring during the PEP meetings by the VSEO team provides the data to enable the Virtual School Leadership team to retain oversight of all pupils' attainment and achievement addressing any issues across all agencies involved with that pupil. Additional PEPs may be required if pupils move between schools in year or when a pupil first comes into care or where there is another compelling need. All PEP associated documentation (both pre PEP and post PEP) should be completed in full.

6.2 For school age (yr R to yr 11):

The PP+ funding is provided to meet the additional needs identified in the PEP with SMART⁴ targets for improvement, underpinned by intervention and support which is well-targeted and has been agreed with the VSEO that is responsible for that pupil in either the PEP documentation or by email.

The Virtual School will no longer organise and fund interventions for any pupil 'on roll' in a school. All interventions for pupils 'on roll' in a school will be organised and funded by the 'on roll' school. This will include tuition provided by third party organisations. The aim to ensure that the holistic overview of a pupils education is retained by the 'on roll' school thereby giving full autonomy to the school to put into place any interventions agreed with the VSEO during the PEP process or via email communication.

The Virtual school will use retained funds for any pupils 'not on roll' and will use the funds to support any educational activities deemed necessary.

⁴ SMART - Specific, Measurable, Achievable, Relevant, Time-bound

6.2.1 - These needs can include the following areas:

- Academic attainment or achievement
- Attendance
- Wider achievement e.g. in an area in which the pupil is gifted and talented
- Inclusion (reducing exclusion from the curriculum)
- Social Skills
- Transition to the next phase of education
- Emotional wellbeing such as those needs arising from the effects of attachment or childhood trauma upon learning
- Alternative provision provided as part of a reduced timetable

6.2.2 These needs do not include the following areas:

- Purchase of uniform, PE kit / trainers
- Purchase of laptops or similar devices
- Any interventions or support that is part of the Universal offer for all pupils
- Contributions to school curriculum trips or for the cost of residential trips

However, the needs in 6.2.2 may be considered for approval dependant on the pupil's circumstance. For example, if funding is not required for any of the needs in 6.2.1 then a discussion with the VSEO needs to take place before any spend within 6.2.2 is agreed with the Pupil, Social Worker or Carer.

7. SCHOOL AGE PUPILS WHO ENTER/EXIT CARE MID FINANCIAL YEAR

7.1 The Department for Education (DfE) allocates PP+ to the Virtual School during the period April 2020 to March 2021 as a provisional amount of £2345 per child looked after for at least one day, as recorded in the March 2019 children looked after data return (SSDA903), and aged 4 to 15 at 31 August 2019. The DfE updates and finalises this allocation in December 2020, based on the number of children looked after for at least one day during the year ending March 2020, as recorded in the March 2020 children looked after data return (SSDA903), and aged 4 to 15 at 31 August 2019. It is the responsibility of all Virtual schools to set their own policy with regard to allocation criteria. For BCP this criterion is as stated in section 4.

7.2 If a pupil comes into care outside these parameters the Virtual School will not be allocated any 'PP+' grant for the pupil in that financial year however, schools will still be allocated funding in line with section 4 of this policy.

7.3 If a pupil whose school is in receipt of PP+ enters and /exits care outside these parameters the Virtual Schools allocation of PP+ grant for that pupil may be affected.

7.4 Continuation of any termly PP+ payments to schools in line with section 4, for pupils who have exited care can only be made in liaison with and the full agreement of those responsible adults with parental responsibility subject to sections 2.5 and section 4.

7.5 No payments will be made for any pupils who were previously a Child in Care where the pupil is eligible for the schools own allocation of Pupil Premium funding under the government published criteria. However, additional funding requests will be considered for any pupil whose continued support is unable to be funded from other sources. For example, this might be where a pupil's 'left care' date falls between school census dates therefore school funding cannot be accessed.

8. ARRANGEMENTS FOR ADDITIONAL (IN YEAR) FUNDING REQUESTS AND TRANSITION

8.1 Additional in year funding for pupils can be applied for in exceptional circumstances. The Virtual School can provide an application form for schools to complete. This must be submitted to the Virtual School by email with any supporting evidence. No applications will be approved if there is evidence of unspent allocated PP+ or that other sources of funding have not been exhausted. All applications must include clearly identified impact measures and review timescales.

8.2 Starting school and transition to a new school between key stages can be a difficult period for Children in Care and an additional 'transition' payment is available to be applied for subject to a high-quality personalised transition plan being in place with detailed costings. The transition plan will need to be included within the documentation for the Summer term PEP meeting attended by all educational establishments when a pupil is due to change provision. This should clearly identify what is being put in place to meet the normal arrangements expected of a provision. Any additional funds approved will be included within the Summer termly payment for the 'outgoing provider' and the Autumn termly payment for the 'incoming provider'. There is no provision for a transition payment to early years settings for children starting school. For those children moving schools within key stage the option to apply for additional funds immediately prior to entry / upon entry to help with settling or continuation of interventions from the previous school can be discussed with the VSEO.

8.3 The Virtual School cannot guarantee to pay the full cost of a key stage transition plan but all requests for transition funding made via the Summer term PEP will be carefully considered for all providers involved. The plan will need to have been fully supported by the Virtual School officer present at the PEP meeting before any expenditure is made.

8.4 The Virtual School will consider any proposal to use PP+ funds to direct pupils off-site for short term interventions as part of a joint-funding arrangement. Such interventions may reasonably be requested when there is clear evidence that a change in provision will be of benefit to the pupil. They must be time-limited and

accompanied by a clear exit strategy that culminates in a successful reintegration. Schools will retain responsibility for safeguarding and quality assuring any off-site provision in accordance with the statutory guidance around the use of the B-code.

8.5 Where a school wishes to reduce a pupil's time in class by either instituting a part-time timetable or a bespoke provision, it may apply to the Virtual School for financial support in sourcing a suitable package. As with 8.4, any reduced provision must be time-limited, with clear objectives and time scales pertaining to a successful return to full-time education. The Virtual School provides a reintegration planning tool which should be used to track and monitor any short-term Alternative Provision arrangements.

8.6 In the event that a pupil receives a Permanent Exclusion, it remains the Local Authorities responsibility to arrange for a suitable full-time education from the sixth day of any such period. As per the statutory guidance on exclusions, the Virtual School will, wherever possible, consider any applications for financial support that enable suitable education to be in place before the sixth day.

8.7 In all cases, it is expected that schools demonstrate how their existing PP+ allocation has been utilised to mitigate any risks of exclusion before any additional funding is applied for.

9. QUALITY ASSURANCE OF PEPS

9.1 The Virtual School Leadership team will carry out regular QA checks of all completed PEPs. This includes the grading of both quality and quantity and looking at good practice than can be shared or any learning recommendations that could be made. The results of this activity will be shared with Schools on a 1 to1 basis or at termly networks as appropriate.

9.2 On a termly basis all PP+ expenditure will be monitored for patterns and trends in either good practice or learning recommendations. The monitoring of impact made will also be looked at for identification of potential case studies.

10. FORMS TO APPLY FOR ADDITIONAL FUNDING

10.1 Form A can to be used for all maintained schools and academies who are eligible to be allocated termly PP+ funding.

11. EXCEPTIONAL CIRCUMSTANCES

11.1 The Virtual School Head can at any time, under exceptional circumstances, take actions / use PP+ funds outside the requirements of this policy to meet the immediate or urgent needs of the pupil/s.

**Form A - REQUEST FOR ADDITIONAL FUNDING TO SUPPORT THE HIGHER-
LEVEL NEEDS OF A LOOKED AFTER CHILD OR YOUNG PERSON**

Name of school or academy	
Date of application	
Name of Designated Teacher for CIC	
Name of Child in Care	
Date of last PEP	
EHCP details (date of EHCP or most recent review) if applicable	
Pupil Premium received to date (this academic year only)	
Please give a breakdown of how this money has been used:	
Outcomes achieved:	
Amount being requested:	
What do you plan to spend the additional funds on?	

What additional outcomes are expected as a result of this spending? (Please refer to PEP objectives and targets in answering this)	
How will these outcomes be measured?	
How will the impact of these outcomes be measured?	
Your name	
Signature and date	
<p>Once completed this form should be emailed to virtual.school@bcpcouncil.gov.uk</p> <p>For help in completing this form please call or email Luana Girling, luana.girling@bcpcouncil.gov.uk 01202 451005</p> <p><i>All applications will be assessed by the appropriate member of the Virtual School SLT and can only be considered where proposed provision does not double fund already funded provision. Any approved funds will be paid to the school as part of the termly PP+ allocation process.</i></p> <p><i>Payment processing dates are:</i> <i>Summer term – Monday 13th July 2020</i> <i>Autumn term – Monday 7th December 2020</i> <i>Spring term – Monday 15th March 2021</i></p> <p><i>Funds will appear in school accounts within 3 weeks of this processing date.</i></p>	

BOURNEMOUTH, CHRISTHCURCH and POOLE (BCP) SCHOOLS FORUM



Subject	Covid Response and Funding
Meeting Date	7 th July 2020
Report Author	Neil Goddard
Classification	For Information
Executive Summary	<ol style="list-style-type: none"> 1. The government have implemented a number of financial support packages for education providers. 2. This report provides a summary of the most significant support available, and an overview of local financial policy that has been implemented.
Recommendations	For Schools Forum to note the content of the report
Reasons for Recommendations	N/A

Covid Response and Funding

1. The council have been led in its response to Covid-19 by government guidance, policy and legislation.

Early Years Settings

2. Early Years settings continued to receive full Early Education Entitlement Funding throughout the Covid Emergency legislation ("lockdown") period until 1st June.
3. In addition, providers that remained open and admitted additional children from other settings received hourly funding for these children above their usual funding.
4. Early Years settings have been allowed to furlough staff up to the proportion of their wage-bill that is privately funded, in line with the national Coronavirus Job Retention Scheme for all private businesses.
5. Early years settings were able to apply to the local authority for a Discretionary Business Grant until 9am 15th June.
6. Some providers have been able to access a corona-virus small business grant of £10,000.
7. From 1st June, where a provider remains closed and the child takes up a childcare place elsewhere funding for that child is withdrawn and paid, instead, to the "new

provider". The usual 4 weeks' notice period is not paid to the closed provider. Where a child moves between open providers, the usual 4-week notice period still applies.

8. Ofsted registered Early Years providers that are not LA-run nurseries have been eligible for business rates relief.

Schools

9. Schools have continued to receive full DSG funding throughout the duration of the "lockdown" period, and have continued to receive full DSG funding from 1st June. This covers both individual school budgets funding paid either by the local authority for maintained schools or the ESFA for Academies, as well as High Needs place and top-up funding to schools and other providers for children and young people with an EHCP.
10. The government announced a financial support package that all schools are able to claim against, for additional costs incurred to the school as a direct result of the Coronavirus pandemic. The funding is available to cover specific items, and is intended to be available to schools that are either unable to meet these costs from their existing resources, or where drawing on reserves would undermine their long term financial sustainability.
11. The government announced on Friday 19th June a support package worth £1bn nationally to support schools with pupil 'catch up', particularly vulnerable children. £350m will be retained by the DfE to fund a national tutoring programme, while the remaining £650m is expected to be passed on to schools. The funding is equivalent to £80 per pupil. This will replace the £55m national year 7 literacy and numeracy catch up grant.
12. Increases to Dedicated Schools Grant funding announced by the government for 2021-22 pre-Covid are expected to continue.

Financial Implications and Risks

None

Legal Implications

None

Background Papers

None

BOURNEMOUTH, CHRISTHCURCH and POOLE (BCP) SCHOOLS FORUM



Subject	SEND Sufficiency Proposals - Update
Meeting Date	7 th July 2020
Report Author	Neil Goddard
Classification	For Information
Executive Summary	<ol style="list-style-type: none"> 1. As reported to the Schools Forum in January, the LA are implementing a programme of special school and resource base expansion to meet sufficiency needs for specialist placements in the area. 2. This additional provision is intended to meet some of the additional needs being identified as well as reduce reliance on often expensive Non-Maintained and Independent provision, to support reducing pressure within the High Needs revenue budget.
Recommendations	For Schools Forum to note the content of the report
Reasons for Recommendations	The SEND sufficiency strategy forms part of the overall LA High Needs Budget recovery plan.

Background

1. This report summaries the earliest and latest estimate dates for which additional places will be available through each project and the estimated annual cost avoidance to the HNB (based on the typical cost of a local special school places versus the typical cost of an independent placement).
2. The impact of Covid continues and timescales will be updated accordingly.
3. Dependencies include agreement for additional provision (BCP decision for maintained schools, RSC decision for academy provision).
4. Based on current timescales:
 - Between 87-89 places will be available Sept 2020 (earliest go live date) or 55-57 places followed by a further 18 places October and 14 places January
 - 40 – 50 places will be available Easter – Sept 2021
 - 65 – 123 places will be available 2021/22 academic year

Financial Implications and Risks

5. The annual estimated cost avoidance to the High Needs budget by financial year is projected in Table 1 below.

Table 1: Annual cost avoidance projections due to pupil placements, based on the projects included within the Appendix

LA Financial Year	Annual Cost Avoidance Estimate (range provided)
2020-21	£1,400k – 1,660k
2021-22	£4,570k - £6,680k
2022-23 and ongoing	£6,090k - £8,290k

These cost avoidances are the difference between the average cost of a special school place and the cost of an independent school place, including where resource bases are being added, scaled to the number of places being offered. This will be refined once further information is available on the actual placements that are being made. These cost avoidances do not include any initial revenue set-up costs for any projects, that will be funded from the High Needs budget.

6. The Council has fully earmarked both unspent SEND capital funding from previous years and its 2020-21 SEND capital grant allocation to capital projects within the Children's Capital Programme. No further SEND capital grant fund is therefore currently available to fund new capital projects.
7. Residual unallocated Basic Need Grant of £0.9 million remains available to help fund new capital projects, provided the spend is in line with grant conditions and ensures sufficiency of school places (whether mainstream or SEND). This figure takes into account planned utilisation as approved within the Children's Capital Strategy (May 20) and separate scheme specific reports (June 20). In addition to approved Children's Capital Strategy planned spend, further expansion projects are under development as indicated in the table in the Appendix, that will further reduce this residual unallocated Basic Need funding.
8. There is a risk that the capital spend for a project may exceed allocated budget.
9. There is a risk that Covid delays building work beyond the planned opening dates.

Legal Implications

None

Background Papers

None

Appendix

Project title	Key Stage /age	No of places	Est annual cost avoidance	Go live - earliest	Go live - latest	Notes
Large satellite at Somerford	all KSs tbc	36-42	£1.134 – 1.323M	Sept 2021 phased opening being explored	Oct Half Term 2021	<ul style="list-style-type: none"> Significant change process including consultation being planned (for Autumn term) These are large scale major works
Large satellite for secondary provision (still subject to funding approval)	tbc	24-76	£756k - £2.394M	Working to Sept 2021		<ul style="list-style-type: none"> Significant change process including public consultation will be undertaken by BCP (for the provision) once numbers are confirmed by the responsible body.
Springwood (Linwood) satellite at Heathlands	3-19	18	£567K	Working to sept 2020, current update suggests Oct half term		<ul style="list-style-type: none"> This is an expansion of an existing satellite
AAT satellite adjacent to Kingsleigh	KS1/2	14	£441k	Sept 2020	Jan 2021	
Manorside (AAT) Resource Base	KS1/2	10	£330k	Sept 2020	n/a	
Broadstone Resource Base	KS2/3	15	£495k	Sept 2020	n/a	
Winchelsea satellite at Old Town	KS1	10-12	£315- 378k	Sept 2020	n/a	<ul style="list-style-type: none"> This is an expansion of an existing satellite already in place
Winchelsea satellite at Magna	KS3/4	20	£630k	Sept 2020	n/a	
Special school expansion	Post 16 and Post 19	tbc	tbc	Working to Sept 2021		<ul style="list-style-type: none"> At initial stages of the project, timescales will be subject to securing funding and agreement by providers, number of places subject to further discussion.
Increase places at Longspee special school (still subject to funding approval)	KS1-3	5	£157.5k	Sept 2021	n/a	
Longspee satellite at Bournemouth Learning Centre (BLC)	KS3/4	40 - 50	£1.26 - £1.575M	Easter 2021	Sep-21	<ul style="list-style-type: none"> Additional workstreams in this project, including decant of the property

