

# Haringey Schools' Forum High Needs Block Committee Terms of Reference

## 1. Purpose

To provide a structured forum for representatives identified by the Schools Forum to:

- Ensure that High Needs Funding is allocated appropriately to achieve the best possible outcomes for children and young people with SEND
- To offer advice and recommendations to the Schools Forum through reports regarding the use of High Needs funding so that:
  - (a) there is ongoing cognisance of issues related to the High Needs Block, including deficit-recovery
  - (b) Schools Forum members have greater opportunity to take a proactive role in High Needs Budget decision-making
- To review and make recommendations to Schools Forum on directing the allocation of High Needs Funding in relation to:
  - (a) top-up values, number of places and other specific financial pressures or issues identified by the committee
  - (b) the wider strategic agenda which underpins Haringey's approach to meeting the needs of children and young people with SEND

## 1. Membership

- Schools Forum representative members agreed by Schools Forum, including headteachers and governors. Where possible a member of the Early Years Committee should be invited to join. Members able to delegate attendance to a representative should they be unable to attend
- Other attendees (i) Head of Service, Integrated SEND (ii) Principal Accountant (DSG)

## 2. Chairing / Clerking / Reporting

- A chair will be elected by committee members with terms of office agreed by members
- Meetings will be clerked, minutes signed off by the Chair, and circulated with other Schools Forum papers
- Schools Forum meeting agendas will have High Needs Block Committee reports as a standing item

## 3. Responsibilities

- Ensure that High Needs Funding is allocated appropriately to achieve the best possible outcomes for children and young people with SEND and provides value for money.
- Ensure that High Needs Funding underpins/aligns with Haringey's Strategic Plan for SEND.

- Enable a clear understanding of the current and future forecast pressures on the authority's funding allocation.
- Review and make recommendations to Schools Forum on directing the allocation of High Needs Funding in relation to top-up rates, number of places and other specific financial pressures or issues identified by the sub-committee.
- Ensure that the Schools Forum is kept informed of progress and receives evidence-based recommendations to enable them to address matters arising.

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**4. Responsibilities to be carried out through:**

- (a) reviewing and monitoring the current use of High Needs Funding, in line with national and local SEND Policy.
- (b) Identifying current and projected pressures on the High Needs Block.
- (c) identifying and undertaking specific Task and Finish groups focusing on priority areas and issues arising
- (d) identifying any areas where savings can be made through scrutiny of detailed budget-profile updates
- (e) identifying any changes to the way that SEND services and provisions are currently delivered that could aid with deficit-recovery without reducing the quality of funded services
- (f) developing short-, medium- and long-term financial plans for the High Needs Block.

**Frequency of meetings**

- An annual timetable of meetings will be drawn up once the Schools Forum meeting dates have been set, so that the committee can meet and produce reports in good time prior to Schools Forum meetings.

