
**MINUTES OF HARINGEY'S SCHOOLS
FORUM MEETING
THURSDAY 12 OCTOBER 2023 AT 4PM
AT HEP:Inderwick Road, Crouch End N8**

Attendance:

School Members		
Headteachers		
Special (1)	(A)Martin Doyle (Riverside)	
Nursery Schools (1)	(A)Sian McDermott	
Primary (7)	Mary Gardiner (West Green)	(A) Julie D'Abreu (Devonshire Hill Nursery & Primary)
	Stephen McNicholas (St John Vianney)	Paul Murphy (Lancasterian)
	Ian Scotchbrook (South Haringay)	Linda Sarr (Risley Avenue)
	Vacancy	
Secondary (2)	Jo Davey (Fortismere) P	Vacancy
Primary Academy (1)	(A)Simon Knowles (LDBS Academies Trust)	
Secondary Academies (3)	(A)Michael McKenzie (Alexandra Park)	(A)Angela Wallace (Woodside High)
	Vacancy	
Alternative Provision (1)	Gerry Robinson (Executive Headteacher HLP)	
Governors		
Special (1)	Phil Di Leo (The Vale)	
Nursery School (1)	Melian Mansfield (Pembury)	
Primary Maintained (7)	John Keever (Seven Sisters)	Dan Salem (Muswell Hill Primary)
	Andrew Willett (Willow Primary)	
	Helen Froggatt (St Aidan's Primary)	(A) Jenny Thomas (Lordship Lane)
	Vacancy	
Secondary Maintained (3)	Laurence Penn (Highgate Wood)	Vacancy
	Sylvia Dobie (Park View)	
Primary Academy (1)	Vacancy	
Secondary Academies (3)	Andrea Henry (Greig City Academy)	Vacancy
	Vacancy	
Alternative Provision (1)	Laura Butterfield (HLP) [Vice Chair]	
Non-School Members		
Non-Executive Councillor	Cllr Ibrahim Ali	
Trade Union Representative	Paul Renny	
Professional Association Representative	Ed Harlow	
Faith Schools	(A)Geraldine Gallagher	
14-19 Partnership	(A)Kurt Hintz	
Early Years Providers	Susan Tudor-Hart	
Independent member	Will Wawn [Chair]	
Observers		

None	
Cabinet Member for CYPS	
Cllr Zena Brabazon	
Also Attending	
Director of Children's Services	Ann Graham
Assistant Director, Schools & Learning	Jane Edwards
Assistant Director, Commissioning & Programmes	Caroline Brain
Assistant Director, Early Help, Prevention & SEND	Jackie Difolco
Head of Service, Integrated SEND	Mary Jarrett
Head of Schools Finance	Neil Sinclair
Senior Finance Manager - Schools	Patricia Harvey
Principal advisor for Early Years	Nick Hewlett
Alternative Provision & SAFE Taskforce Commissioning Lead	Ginny Thorne
Chief Executive HEP	James Page
Lead for Governor Services (HEP)	Anne Etchells
Clerk (HEP)	Corinne David

(A) Absent

1. CHAIR'S WELCOME/ INTRODUCTIONS

- 1.1 The Chair welcomed everyone to the meeting.
- 1.2 The Chair apologised for the late start of the meeting; however, this was due to the road works and traffic in the local area
- 1.3 Will Wawn and Mary Gardiner extended their gratitude to Alex MacAskill. Members took a minute of reflection for his passing.

2. APOLOGIES, SUBSTITUTE MEMBERS AND OBSERVERS

- 2.1 The Clerk confirmed that apologies for absence had been received from:
 - Julie D'Abreu (Devonshire Hill Nursery & Primary School Headteacher)
 - Bola Soneye-Thomas (Rokesly Junior School Headteacher)
- 2.2 Apologise for lateness were received from Ann Graham (Director of Children's Services).

3. DECLARATIONS OF INTEREST

- 3.1 No declarations of interest were made.

4. MINUTES OF THE MEETING OF 6 July 2023

- 4.1 The minutes of the School's Forum meeting held on 6 July 2023 were **AGREED** and **RATIFIED** as a correct record, subject to the following point of accuracy:
 - The date at the top of the minutes should read 6 July 2023.

4.2 Matters arising

- 4.2.1 Item 4.2.2 Vacancies on the School's Forum membership
 - a) All members to continue recruitment through all avenues to appoint to vacant positions.
 - b) Will Wawn to follow up with Secondary Academies to try and recruit to vacancies.
 - c) For each block that had vacancies, elections to take place to select members to the Forum.
 - d) HEP to continue to email all Governors regarding Governor vacancies on Schools Forum. Governor Forum members to make request for members at relevant Chairs and Governor meetings.
- 4.2.2 Item 4.2.2 Impact of the Safety Valve (SV) programme on Post 16 young people Action completed.

- 4.2.3 Item 4.4.2 Impact assessment for PVI within EY sector
Actions were noted as ongoing:
a) EY working party to continue with proactive communication with all PVI settings.
b) EY working party to explore the best options to obtain reliable information regarding the impact on the sector of the new funding levels.
c) Early years funding update to be an item on Schools Forum work plan.
EY working party.

- 4.2.4 Item 7.2 Forum Membership and Terms of Reference
Action completed.

- 4.2.5 Item 7.4 Forum Membership and Terms of Reference
ACTION High Needs Working party to review the membership representation from within the special needs sector.

- 4.2.6 Item 8.1 Early Years Working Party
ACTION Paul Murphy to extend the invitation to join the EY Working Party all Haringey Headteachers.

- 4.2.7 Item 9.8 & 9.13 AP Commissioning
Item on the agenda see item 11.

- 4.2.8 Item 12.1 EWO reform
Item on the agenda see item 10.

5. FORUM MEMBERSHIP

- 5.1 Bola Soneye-Thomas (Rokesly Junior School Headteacher) had been selected to fill the vacant primary maintained Headteacher position.
5.2 Members noted receipt of the revised constitution and terms of reference.

ACTION Will Wawn to write to Simon Knowles regarding his availability to continue on Schools Forum.

6. UPDATE FROM WORKING PARTIES

6.1 Early Years Working Party

Members noted receipt of the minutes from 14 September 2023. The following was noted:

- a) There had been an underspend of £231k.
- b) Take up for 2 year old places had increased to 70%.
- c) Take up for 3 & 4 year old places had increased to 82%.
- d) Change of ratios from 1:4 to 1:5 raised concerns regarding the quality of provision; however, there would be savings. It was up to the individual setting to determine which ratio to employ.
- e) Nick Hewlett will be visiting schools regarding the expansion scheme.
- f) No further details had been released regarding deprivation indicators.

- 6.1.1 Members congratulated EY member on the increased up take of places and encouraged the sharing of the news with other setting.

6.2 High Needs Working Party

A meeting was held on 5 October 2023; minutes will be received at the next Schools Forum meeting. Phil Di Leo provided an overview of the meeting. The terms of reference continues to be reviewed to bring the group in line with the safety valve programme and funding.

6.3 School's Block Working Party.

The School's Block Working Party had meet twice reviewing the indicative allocations.

ACTION Minutes to be forward to the Clerk and received by members at the next meeting.

7 **DEDICATED SCHOOLS BLOCK**

7.1 Members noted receipt of the paper titled 'Dedicated schools budget modelling for 2024/25'. Patricia Harvey noted that the paper had been prepared before the announcement from the DfE regarding miscalculation in processing pupil numbers and subsequent impact on funding allocations. Haringey's exposure was £412k; roughly a reduction of £12.60 per child. The minimum funding guarantee remains the same. Haringey's funding formula moves closure towards the National Funding Formula (NFF) by 10%; resulting in two thirds of Haringey's formula now mirroring the NFF.

7.1 There is a change of 0.62% to the indicative allocations noted within school's block stream (item 2.4) due to pupil numbers and affordability. The School's Block Working Group is meeting on 9 November to review and model the DfE announcement.

7.2 There had been no proposed changes to split school funding, within the iteration. Three settings were affected by split site funding. The two primary schools will not be affected negatively.

7.3 Currently unknown how much, or if the Teacher Pay grant will be forthcoming in subsequent years – no announcement have been made to date. Noted that nationally unions were seeking legal advice and could potentially be entering into dispute: discussions are underway with the DfE.

The Chair proposed and School's Forum AGREED to delegate to schools' block working party to undertake the necessary review and model of the DfE announcement and issue the consultation.

8 **High Needs Block (HNB) Section 251 (annual requirement)**

8.1 Patricia Harvey took members through the paper titled 'High Needs Block (HNB) Section 251 Commissioned Places 2023-24 update SEND update'. Noted that the report provided an update to members on the statutory return to the DfE on commissioned places for Special Schools, Alternative Provision and Additional Resourced Provision Places funded by the HNB. Noted that the places were agreed in November. The SEND and AP place planning is aligned with the Safety Valve programme.

ACTION Further paper to be received at the February meeting

9 **SAFETY VALVE PROGRAMME UPDATE**

9.1 Mary Jarrett provided an update on works undertaken/ progress on the 18 projects within the Safety Valve Safety Programme. Noted that overall, the programme was moving in a positive direction. There is further 5 years of the programme.

9.2 Noted that there are 18 projects within the programme; monthly updates are provided on the dedicated web page:
www.haringey.gov.uk/children-and-families/local-offer/about-local-offer/local-offer-news/haringey-safety-valve-programme

9.3 Members noted the risk management profile for the whole safety valve programme. Members requested a rag rating for each of the 18 projects.

ACTION Mary Jarrett to include a RAG rating for each project at the next meeting.

10 EWO UPDATE AND FUNDING

- 10.1 Jane Edwards took members through the paper titled 'Working Together to Improve School Attendance'. In January 2023 School's Forum agreed the transfer of £122k for one year only. Since January the service has undertaken the following:
- A duty officer system has been established
 - The ternal Educational Welfare Service internal systems have been evaluated and developed
 - Staff training has focused on ways of working, updating knowledge and service expectations
 - Half termly consultation with an allocated EWO has been offered to all non-traded school from April 2023.
 - Termly EWS attendance forums with high school attendance.
 - EWS evaluation feedback forms were circulated to all traded schools. Feedback from all schools was sought at the beginning of the term.
 - Recruitment to the principal EWO role has commenced.
- 10.2 The LA will lead on the strategic approach to improving school attendance, working with schools and other partners including families.
- 10.3 The DfE has invited the service to participate in a deep dive lead by an appointed advisor. The self-assessment has identified the following:
- RAG school to target support.
 - Establishing a communication plan to reach families.
 - Identifying barriers to school attendance.
 - Improving attendance.
- 10.4 The Service has reviewed the summary of responsibilities for school attendance and created a new core offer to all school – shared in Appendix 1. The service has also reviewed the traded offer to allow for more flexibility based on schools' needs. It is intended to make it very clear what is part of the core and what is part of the traded offer. Following advice, the new core offer will be implemented from April 2024.
- 10.5 Noted a further decision regarding the delegation to the service from the centrally retained budget will be sought.

At 5:40pm Ed Harlow leaves the meeting.

11 ALTERNATIVE PROVISION COMMISSIONING AND HLP FUNDING

- 11.1 Caroline Brain and Ginny Thorne took members through the paper titled 'Alternative Provision Commissioning in Haringey'. To align Haringey's offer with the SEND and AP improvement plan, a three-tier system of alternative provision will be embedded:
- Tier 1 – Targeted support in mainstream schools.
 - Tier 2 – Time limited placements.
 - Tier 3 - Transitional placements.
- 11.2 The SLA with HLP is now in place. The core services, level of the provision and the funding envelope agreed. The service will be launching a digital referral form to allow for easier submission, tracking and data recording. Governance arrangement have been reviewed. All pupils entering the process have to be agreed by the Panel, with money following the pupil.
- 11.3 The DfE noted that there is a good AP core offer with HLP; however there has to be diversification of the offer with further interventions commissioned.
- 11.4 HLP have been commissioned to provided post 16 places, until provision is available through the Safety Valve programme.
- 11.5 The Service will be work further with secondary school to support newly arrived Year 11 pupils with little or no English in a resource provision; expectation is for this service in place from January 2024.

- 11.6 The primary nurture hub based at Seven Sister schools has expanded to 8 places until August 2024.
- 11.7 At the previous meeting members had expressed concerns regarding the impact of expenditure on service provision. The risk assessment was co-constructed with schools. Noted that the LA's view was that there were sufficient AP places across the borough. Demand and capacity for AP will be monitored and evaluated regularly to ensure alignment is maintained.
- 11.8 Secondary schools noted that those pupils in a Tier 3 placement may not benefit from moving back into a main secondary setting; where an AP placement may be the right provision for their needs.
- 11.9 Members enquired if the allocation of £164k for secondary ESOL provision was value for money as only one pupil had accessed the resource. Officers noted that there had been an historical contract with Haringey Sixth Form, where some pupils were there, some were going to HLP and some had been successfully placed in Haringey schools. The requirement for the provision was difficult to predict as its needs driven and numbers are unknown until an application for a place had been received. Noted that within the secondary sector it was common practice for Year 11 ESOL pupils, new to English and the UK, were not educated in mainstream education; due to economies of scale and staff expertise. Commissioning service will evaluate the impact of spending against outcomes. Primary schools noted that there was no equal provision for Year 6 pupils where schools had to take the newly arrived pupil on roll regardless of their level of English acquisition.

12 MEETING DATES FOR 2023-2024

- 12.1 To agree the media of future meetings: either Face to face or virtual
- Thursday 7 December 2023 4PM. TBC
 - Thursday 11 January 2024 4PM. Face to face
 - Thursday 8 February 2024 4PM. TBC
 - Thursday 4 July 2024 4PM. TBC
- 12.2 For members to receive the 2023 – 2024 School's Forum work plan.

13 ANY OTHER URGENT BUSINESS

- 13.1 No AOB was received.

The meeting closed at 6:20pm

SUMMARY OF AGREED ACTIONS TO BE CARRIED OUT FOR 7 DECEMBER 2023 MEETING

ITEM	ACTION	FOLLOW UP
4.2.1	<u>Vacancies on the School's Forum membership</u> a) All members to continue recruitment through all avenues to appoint to vacant positions. b) Will Wawn to follow up with Secondary Academies to try and recruit to vacancies. c) For each block that had vacancies, elections to take place to select members to the Forum. d) HEP to continue to email all Governors regarding Governor vacancies on Schools Forum. Governor Forum members to make request for members at relevant Chairs and Governor meetings.	All WW All HEP
4.2.3	<u>Impact assessment for PVI within EY sector</u> a) EY working party to continue with proactive communication with all PVI settings. b) EY working party to explore the best options to obtain reliable information regarding the impact on the sector of the new funding levels. c) Early years funding update to be an item on Schools Forum work plan.	EY working party CD
4.2.5	<u>Forum Membership and Terms of Reference</u> High Needs Working party to review the membership representation from within the special needs sector.	HNB
4.2.6	<u>Early Years Working Party</u> Paul Murphy to extend the invitation to join the EY Working Party all Haringey Headteachers.	PM
5.2	<u>Forum Membership</u> Will Wawn to write to Simon Knowles regarding his availability to continue on Schools Forum.	WW
6.3	<u>School's Block Working Party</u> Minutes to be forward to the Clerk and received by members at the next meeting.	WW
8.1	<u>High Needs Block (HNB) Section 251</u> A further paper to be received at the February 2024 meeting	Clerk / PH
9.3	<u>Safety Valve Programme Update</u> Mary Jarrett to include a RAG rating for each project at the next meeting	MJ