

Draft Terms of Reference

Terms of Reference for the High Needs Funding Block (HNFB) Working Party of the Schools Forum

Purpose;

To bring together representatives from Schools, Alternative Provision and Local Authority Officers to recommend to the Schools' Forum the use of the HNBF to support the implementation of the SEN Funding reforms and deliver the desired outcomes within sustainable funding.

Proposed Membership;

Schools and Alternative Provision representatives;

Mainstreams School	2 Head teachers
Special Heads	4 Head teachers
Resourced provision	1 Head teacher
Haringey 6 th Form Centre	Principal
Alternative Provision	Head of Centre

Local Authority representatives;

Interim Head of Finance	Wendy Sagar
School Finance Manager	Stephen Worth
Alternative Provision	Heather Johnston
Head of Early Years	Ros Cooke
Head of Inclusion	Kirstie Watkins
SEN Team Manager	Janet Miller
Finance Officer	Cynthia Dako
Additional Needs and Disabilities	Phil Di Leo

Objectives:

- 1 To work together to devise fair, understandable and transparent eligibility criteria for the allocation of HNB funding and aligned to ensure best fit with the needs and preferences of children, young people and their parents;

- 2 To develop Place Plus funding for special schools, resourced and alternate provision to ensure funding is on an equivalent basis;
- 3 To determine and agree the number of planned places to be commissioned at each setting/provider;
- 4 To consider maintaining the threshold between low needs and high needs in mainstream schools at 15 hrs for a further year (2013-14) for primary and secondary pre-16 pupils;
- 5 Oversee the introduction of delegated budgets for Alternative Provision including PSCs and Tuition;
- 6 Oversee the introduction of commissioning arrangements in relation to top-up funding;
- 7 Clarification of new arrangements for assessing a pupil's needs and the menu of interventions that should be managed via the school (£6k) and top up interventions funded by the High Needs Block (Above £10k);
- 8 Developing the "Local Offer" due for implementation in September 2014 and determining how arrangements will work in the interim i.e. development of the menu of interventions expected from Schools for notional SEN and menu of intervention from the HN block;
- 9 Monitor the implementation of arrangements for dealing with schools who might require additional support over and above the notional SEN budget (i.e. exceptional high number of HN pupils, in-year movement);
- 10 To oversee the transfer of responsibilities for Post 16 funding from the EFA and the commissioning of specialist provision and payment of top-up funding;
- 11 To engage and support all stakeholders through this period of change and to produce guidance and procedures for top-up allocations to enable schools manage this process, including the DfE Contract;
- 12 To establish agreed protocols with neighbouring Local Authorities so that cross border funding systems and charges are clear and understood;
- 13 To agree thresholds with other Local Authorities for recovering top-up costs and providing advice to schools for operational arrangements.

The Working Party will ensure that in taking forward this review they will ensure that: -

- (i) the agreed solutions are clear and transparent;*
- (ii) the agreed solutions allocate the resources in an equitable manner;*
- (iii) the agreed solutions are clearly documented and available to all concerned;*
- (iv) the recommendations meet the aims of the Local Authority's Strategic Plan for Special Educational Needs and Alternative Provision;*
- (iii) outcomes derived from the recommendations reduce administration, bureaucracy and focus appropriately on meeting the need of children and young people;*
- (iv) achievement and progression for children and young people is taken into account when delivering a curriculum (including raising the participation age);*
- (v) it takes account of proposed legislation arising from the Green Paper 'Support and Aspiration 'DfE 2011.*