

AMENDMENT TO THE SCHEME OF DELEGATION TO OFFICERS FOR THE CHILDREN'S SERVICE – TO BE MOVED AT FULL COUNCIL ON 03/10/05

The amendment arises in Appendix 1 to the report of the General Purposes Committee, at page 2 of the Appendix, in the list of Non-Statutory delegations, under the heading "School Matters", at item 1. This delegates the "power to deal with applications for compensation in respect of lost or stolen property belonging to pupils whilst at school." This is shown in the agenda papers as delegated to the Deputy Director Standards and Inclusion but, in fact, the power is exercised by the Risk and Insurance Manager under the supervision of the Director of Finance. The proposed amendment, is to delete the reference to the Deputy Director Standards and Inclusion and to replace it with references to the Director of Finance and the Risk and Insurance Manager. The amendment now proposed is shown in red on the attached page.

Schedule of abbreviations used in the Scheme of Delegations for the Education <u>Children's</u> Service
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Director of Education the Children's Service	<u>DES- DCS</u>
Deputy Director-School Improvement <u>Standards</u> & Inclusion	<u>DD-S&I</u> <u>DDS & I</u>
Deputy Director-Resources & Community <u>& Resources</u> Services	<u>DDR&CS</u> <u>DDC&R</u>
<u>Deputy Director – Children & Families</u>	<u>DD – C&F</u>
<u>Assistant Director – Business Support & Development</u>	<u>AD – BS&D</u>
<u>Director of Finance</u>	<u>DF</u>
<u>Risk and Insurance Manager</u>	<u>R&IM</u>

To the Principal Education Welfare Officers

Authorising all enforcement functions, prosecutions and legal prosecutions in the area of operational responsibility of the post including legislation relating to school attendance.

Non-statutory delegations

Further Education Matters	
1. Power to approve applications from full-time youth workers employed by the Borough to accompany youth groups on residential visits as part of their official duties subject to the time spent on such visits not exceeding 10 working days in any year and each individual residential visit not exceeding 5 working days.	<u>DES</u> <u>DDC&R</u>
2. Power to approve arrangements for youth service leadership and other training courses.	<u>DES</u> <u>DDC&R</u>
School Matters	
1. Power to deal with application for compensation in respect of lost or stolen property belonging to pupils whilst at school. Where payment exceeds £70, the Executive Member for Education shall be consulted.	<u>DD-S&I</u> <u>DF</u> <u>R&IM</u>
2. Power to consider applications and grant assistance towards the cost of boarding education within the agreed criteria.	<u>DD-S&I</u>
3. Power to place children with special educational needs at suitable residential schools as and when necessary.	<u>DD-S&I</u>
4. Power to consider and decide upon applications by teaching staff for leave of absence.	<u>DD-S&I</u>
5. Power to approve school journeys and payment of assistance to	

pupils and teachers in accordance with the approved regulations for such journeys.	<u>DD-S&I</u>
6. Power to enforce requirements regarding school attendance and the employment of children or young persons and discretion to institute a Parenting Order as an alternative to prosecution for non-attendance.	<u>DD-S&I</u>
7. Power to vary the teacher/pupil ratio for staff accompanying children from Special Schools or classes.	<u>DD-S&I</u>
8. Power to make exceptions for urgent medical or social reasons to the policy of admissions of pupils below statutory school age.	<u>DD-SI&I</u> <u>ADBS&D</u>