

BUILDING SCHOOLS FOR THE FUTURE PROGRAMME

SCHOOLS TRANSFORMATION BOARD 3RD JULY 2007 HIGHLIGHT REPORT

1. MANAGEMENT SUMMARY

- School Adjudicators final decision has been received and Haringey has been awarded the opportunity to establish New School. Design will begin on July 23rd.
- New School Board and Curriculum Group members have been defined
- Wave 4 Training School competition process has been completed and awarded to Alexandra Park School
- Behaviour Emotional Social Difficulties (BESD) consultation document released and feedback received.
- Autistic Spectrum Disorder (ASD) discussion paper developed in draft
- 14-19 Strategy consultation period complete
- CEMB presentation on Extended Services and Integrated planning undertaken.
- PR Plan implemented

2. TRANSFORMATION MANAGERS' FORUM RECOMMENDATIONS & POINTS TO DISCUSS

- Vision into Reality: Translating School visions into design proposals
- Embedding Change Management and the role of the Transformation Manager
- Lessons Learnt Discussion:
 - A greater awareness of ICT budget elements needed to ensure clarity – e.g. server rooms in construction budget, technical survey ICT budget etc.
 - Worth investing a lot of time with school stakeholders in advance and ensuring good communications throughout. In particular middle leaders should be involved in the process with architects at stage C.
 - Architects should not be given too much free rein – it can lead to delays in the project
 - Schools should be aware of town planning process, political issues and hold-ups that could occur.
 - It is necessary to be flexible / accommodating to BSF meetings as any delays cost money. This is especially applicable to curriculum leaders.

3. ICT FORUM RECOMMENDATIONS & POINTS TO DISCUSS

- School ICT briefs to be agreed by heads & governors
- E-transformation strategic core group to be formed
- Issues for awareness & development
 - Integration of Transforming Teachers programme with clarity of CLC / CYPS responsibilities
 - Strategic linkage of BSF as part of CYPS
 - Phasing between Wave 2 Design & Build and ICT development
 - Strategy for MIS convergence and MLE implementation
 - Ensuring that key details of ICT briefs inform ISVs and Design & Build processes (e.g. access control, CCTV, telephony)

4. KEY ACTIVITIES

4.1. Key Activities in this reporting period (26th April to 25th June):

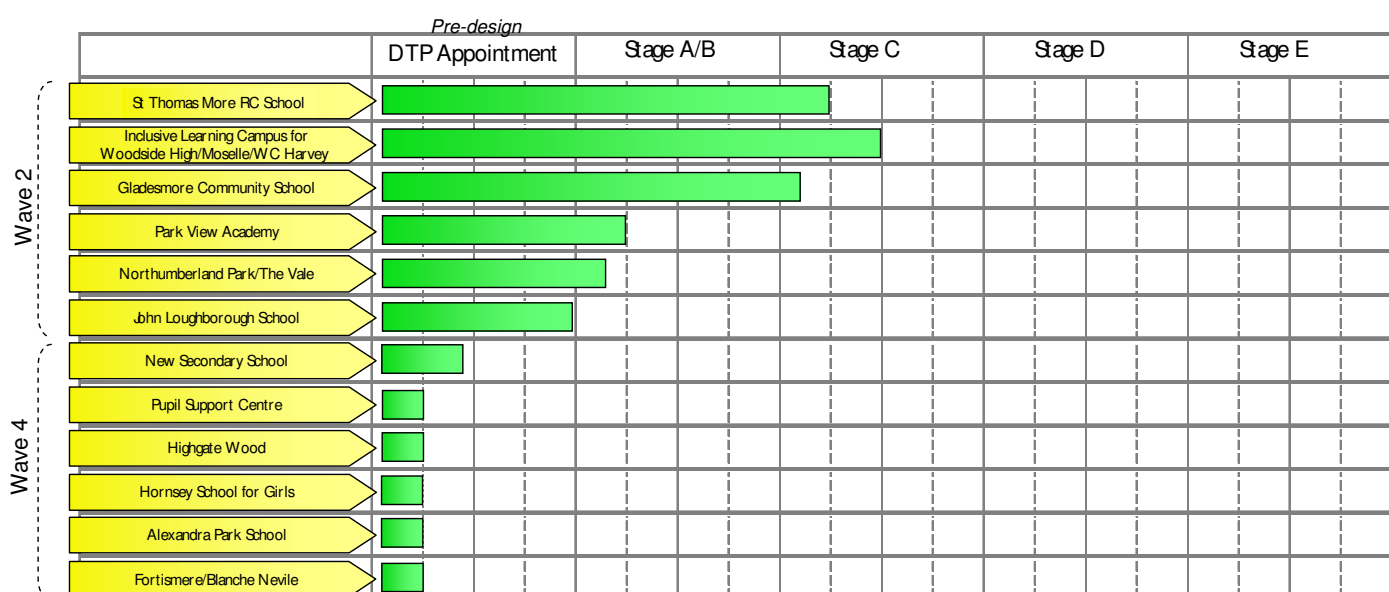
4.1.1. Transformation / Change (Gladys Berry/David Williamson)

Please also see the report (appendix A) from the Transformation Managers' Forum.

4.1.2. Design and Construction

Design Development

- The current position for design development in each school is shown below. Early appointment of Design Team Partners for each school is underway to aid efficient progression of designs



4.1.3. ICT

Please see the report (appendix B) from the ICT Forum.

4.1.4. Other Programme Activities

Extended Schools

- BSF is working with Councillors and Directors on ways to improve linkages in and around secondary schools between Council service planning and provision and to constructively challenge current and future procedures, programmes, projects and activities to fit strategically with the Council's vision and objectives.
- We are currently examining options for commissioning expertise to pull together a coherent strategy for extended secondary schools.

BSF Programme Appointments

- Procurement committee has approved recommended suppliers to Contractor Partner (CP) framework.
- Education partner framework: OJEU released and requests for PQQ received. ITT currently being developed.

Communication

- Schools have been provided with a pack of display materials relating to their involvement in BSF for use on school notice-boards and at in-school events.
- In-school events are planned (possibly alongside other events such as parents evenings) to provide opportunities for school stakeholders including staff, students and parents to meet the architects and project managers and find out more about BSF and their school.
- Final arrangements for Sorrell foundation student engagement project discussed
- School starter packs issued to all Heads and Transformation Managers

4.2. School Project Updates (as at 22th June):

4.2.1. Wave 2

- **St Thomas More School**

The Design Stage B report is to be progressed through the Design Stage Review Group
Instruction has been given to the DTP to progress the Stage C design.

- **Woodside High School**

Stage C has progressed, with intensive consultation with schools being undertaken by the DTP to test accommodation schedule

The mid point Stage C design information is being prepared for HSSL and Design Stage Review Group

Gladesmore Community School

A Planning Workshop has been held with the DTP to develop the programme from now to Design Stage D.

Stage B report finalised and has been signed off by the BSF Board subject to the additional curriculum information satisfying Partnerships for Schools. Drawings have been presented to the school senior management and the governing body for comment.

Design workshops for Stage C being undertaken.

- **Park View Academy**

The DTP selection process has been carried out and BDP are the preferred firm.

DTP have commenced with Stage B design options

- **Northumberland Park**

Design Team Selection Process has been completed and DTP appointed.

- **John Loughborough School**

Design Team Partner (Watkins Grey International) successful at interview

Recommendation report has been issued to the Director of CYPS for approval.

- **Sixth Form Centre – Construction in progress**

The work is on programme to be handed over on 31 July 2007

4.2.2. Wave 4

- **New Secondary School**

The schools adjudicator accepted the Council's proposal to set up and run the new school.

Inaugural New School Board meeting taking place 3rd July

New School consultant in place and Curriculum Group defined

- **Highgate Wood, Hornsey School, Alexandra Park and Fortismere Schools**

Wave 4 TMs meeting held (18th June)

Introductory meeting between Transformation Coordinator and Transformation Manager held with Hornsey, Alexandra Park and Highwood.

- **Pupil Support Centre**

Design Brief being created by Barron and Smith

4.3. Key Activities planned for next reporting period (for information):

14-19 Strategy

- Ensure schools review and feedback comments on 14-19 strategy consultation document

BESD Strategy

- Ensure schools review and feedback comments on BESD/LSC consultation document (if they haven't already done so)
- Ensure timely sign-off or rejection of the principals defined in the BESD Strategy (Success requires complete buy-in)

ASD Strategy

- Ensure schools review and feedback comments on ASD consultation document when it is distributed

Extended School

- Ensure schools work with Dave Thomas to fully define existing and proposed Extended provision (using Other Services Schedule template presented at a previous TMs meeting)

Specialism & Subject Networks

- Take forward Specialisms & Subject Networks ("Partners in Success")

Design Development

- Ensure schools translate statements of their Individual School Vision into design development (Vision into Reality)

Communication

- Ensure link to glossary is made available and key BSF terms are understood
- Progress student survey on design requirements (possible link to Sorrell Foundation work)
- Meet with Wave 4 schools regarding Sorrell Foundation involvement

End of report

APPENDIX A BUILDING SCHOOLS FOR THE FUTURE PROGRAMME

SCHOOLS TRANSFORMATION BOARD CHAIR'S REPORT – *TRANSFORMATION MANAGERS' FORUM*

RECOMMENDATIONS & POINTS FOR DISCUSSION

- Vision into Reality: Translating School visions into design proposals
- Embedding Change Management and the role of the Transformation Manager
- Lessons Learnt Discussion:
 - A greater awareness of ICT budget elements needed to ensure clarity – e.g. server rooms in construction budget, technical survey ICT budget etc.
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KEY ACTIVITIES

1. Key Activities in this reporting period (26th April – 25th June):

Transformation & Change

Change Management

- Templates and activities have been developed to link and align the objectives in each school's Individual Schools Vision (i.e. revised OBC Vol 3) to the designs represented by the DTP. This will eventually form the basis for design sign-off at each stage in the design process, for benefits monitoring and for change management plans.

14-19 Strategy

- The 14-19 task group has sent a consultation document to all schools and all feedback has been received. We are now progressing with publication and integration into BSF planning.

BESD Strategy

- A draft BESD Strategy titled 'The Development of Learning Support Centres in Secondary Schools' has been circulated to schools for comment. The proposal is based on the premise that many exclusions could be avoided if schools had greater expertise, better accommodation, and more funding to work with students at risk of exclusion.

Autistic SD Strategy

- A strategy paper relating to ASD is currently under development with CYPS.

Extended School

- It has been agreed that Dave Thomas (WHS) will consult with schools to complete the 'Other Services Schedule', which will tie in the Extended Schools policy into the schools design briefs (i.e. school design developed by the architects and the school).

2. Key Activities planned for next reporting period (for information):

Transformation & Change

Change Management

- Ensure schools are thinking about how The ICT component of transformation –how will that affect long term strategy
- Think about current situation and strategy for MLE's – where we are now and where we are going
- Review ToRs for Transformation Managers and understand responsibilities going forward
- Agree way forward for Change Management and Business-As-Usual plans
- Ensure backfill provision is understood and correctly utilised
- Ensure schools have spent time understanding key material sent by BSF team (primarily the school starter packs and visit packs) and are given appropriate review

APPENDIX B BUILDING SCHOOLS FOR THE FUTURE PROGRAMME

SCHOOLS TRANSFORMATION BOARD CHAIR'S REPORT – *ICT FORUM*

RECOMMENDATIONS & POINTS FOR DISCUSSION

- School ICT briefs to be agreed by heads & governors
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 - Integration of Transforming Teachers programme with clarity of CLC / CYPS responsibilities
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 - Phasing between Wave 2 Design & Build and ICT development
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KEY ACTIVITIES

3. Key Activities in this reporting period (26th April – 25th June):

Procurement of Managed Service Provider

- ITPD phase completed:
 - Evaluation group identified and briefed
 - Written responses assessed and scored
 - Bidder presentations assessed and scored
 - Consensus meeting leading to agreement on short-list recommendation
- Transition to ITCD phase in progress:
 - Engagement groups model agreed – ICT Forum, Core group, Dialogue stream working groups
 - ITCD documentation prepared and issued to shortlist

E-transformation development

- Wave 2 schools agreeing strategy for implementation of BECTA Self Review Framework
- Wave 4 schools similar but on longer timeline
- Chairs of ICT Forum and Transformation Managers group to report across groups and to form strategic core group with specific BSF and CYPS personnel

Design Development

- ICT Levers for Change refined and validated at ICT Forum workshop
- School workshops completed to refine and prioritise levers and begin review and update of ICT Brief for each
- Information incorporated into Output Spec.
- Output Specification signed off (Eversheds, PFS, Schools)
- Key issues from 14-19 Strategy and Task Group incorporated into OS

Computers for Vulnerable Students

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- DfES procedure analysed and recommendation to Secondary Heads to include all secondary schools approved
- ICT Forum reps implementation plan discussed

4. Key Activities planned for next reporting period (for information):

Procurement of Managed Service Provider

- ITCD core group based on ITPD evaluation group established
- Further 'as-is' information collection with regards to network infrastructure, access devices and other hardware

- Information collated for initial bidder meetings
- Initial bids from suppliers (mid–September) to be assessed by Core group

E-transformation development

- Core group to develop strategy to drive transformation agenda in schools
- Communication strategy to ensure awareness of workforce development issues
- Establish structures to integrate Leading Transformation and Transformation Teachers programme.

Design Development

- Cross checking of school ICT briefs against design objectives in Stage A/B reports
- Incorporation of levers / priorities into ISV and Design and Build discussions
- Link ICT School briefs ('Levers for Change') with Vision to Reality activities
- Ensure awareness of interface issues through shared experience

Communication

- Develop strategy to increase awareness of issues for schools – training, strategic development etc
- Widen access to and use of e-rooms