



# EDUCATION CONSULTATIVE FORUM

**THURSDAY 22 SEPTEMBER 2005  
7.30 PM**

**COMMITTEE AGENDA (ADVISORY AND CONSULTATIVE)**

**COMMITTEE ROOMS 1&2  
HARROW CIVIC CENTRE**

**PRE-MEETINGS:**

**HTCC 6.45 PM, COMMITTEE ROOM 6 GOVERNORS 6.45 PM, COMMITTEE ROOM 3**

**MEMBERSHIP (Quorum 3 representatives of each side)**

**Chair: Councillor Bill Stephenson**

**Councillors:**

<b>Gate Ismail Ray</b>	<b>Mrs Bath Miss Bednell Janet Mote</b>
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**Teachers' Constituency:** (nominated by Harrow Teachers' Consultative Committee)

<b>Mr R Borman Ms C Gembala Ms J Lang</b>	<b>Ms L Money Ms L Snowdon</b>	<b>(Vacancy)</b>
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**Governors' Constituency:** (nominated by Association of Harrow Governing Bodies)

<b>Ms H Henshaw Mrs C Millard</b>	<b>Mr N Rands Ms H Solanki</b>	<b>(Vacancy) (Vacancy)</b>
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**Elected Parent Governors:**

<b>1. Mr H Epie</b>	<b>2. Mr R Sutcliffe</b>
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**Denominational Representatives:**

<b>1. Mrs J Rammelt</b>	<b>2. Reverend P Reece</b>
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**Arts Culture Harrow Representatives:**

<b>1. (Vacancy)</b>	<b>2. (Vacancy)</b>
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**Issued by the Democratic Services Section,  
Legal Services Department**

**Contact: Nick Wale, Committee Administrator  
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**HARROW COUNCIL**

**EDUCATION CONSULTATIVE FORUM**

**THURSDAY 22 SEPTEMBER 2005**

**AGENDA - PART I**

1. **Appointment of Chair:**

To note the appointment at the meeting of the Cabinet on 19 May 2005, under the provisions of the Advisory Panel and Consultative Forum Procedure Rule 2 (Part 4E of the Constitution), of Councillor Stephenson as Chair of this Forum for the Municipal Year 2005/2006.

2. **Attendance by Reserve Members:**

To note the attendance at this meeting of any duly appointed Reserve Members.

Reserve Members may attend meetings:-

- (i) to take the place of an ordinary Member for whom they are a reserve;
- (ii) where the ordinary Member will be absent for the whole of the meeting; and
- (iii) after notifying the Chair at the start of the meeting.

3. **Apologies for Absence for Non-Councillor Members:**

To receive apologies for absence (if any).

4. **Declarations of Interest:**

To receive declarations of personal or prejudicial interests, arising from business to be transacted at this meeting, from all Members present.

5. **Arrangement of Agenda:**

To consider whether any of the items listed on the agenda should be considered with the press and public excluded on the grounds that it is thought likely, in view of the nature of the business to be transacted, that there would be disclosure of confidential information in breach of an obligation of confidence or of exempt information as defined in the Local Government (Access to Information) Act 1985.

6. **Appointment of Vice Chair:**

To appoint a Vice Chair of the Forum for the Municipal Year 2005/2006.

Enc. 7. **Minutes:** (Pages 1 - 4)

That the minutes of the meeting held on 25 April 2005, having been circulated, be taken as read and signed as a correct record.

8. **Matters Arising:**

To consider any matters arising from the last meeting.

9. **Public Questions:**  
To receive questions (if any) from local residents or organisations under the provisions of Advisory Panel and Consultative Forum Procedure Rule 15 (Part 4E of the Constitution).
10. **Petitions:**  
To receive petitions (if any) submitted by members of the public/Councillors under the provisions of Advisory Panel and Consultative Forum Procedure Rule 13 (Part 4E of the Constitution).
11. **Deputations:**  
To receive deputations (if any) under the provisions of Advisory Panel and Consultative Forum Procedure Rule 14 (Part 4E of the Constitution).
- Enc. 12. **Education Consultative Forum's Terms of Reference:** (Pages 5 - 10)  
To (1) consider amending the Forum's acronym to EdCF to avoid confusion with the Employees' Consultative Forum (ECF);  
  
(2) recommend removing Arts Culture Harrow from the Membership of the Forum (Minute 177, 25 April 2005, refers); and  
  
(3) consider any further amendments to the Forum's terms of reference.  
  
(For Recommendation to Cabinet).
- Enc. 13. **School Term Dates 2007/08:** (Pages 11 - 18)  
Report of the Director of Strategy (People First).
14. **Teaching of RE in Harrow:**  
Verbal Report from the Associate Adviser, People First (Patricia Stevens).
15. **16-19 Update:**  
Verbal Report
16. **The Danks Report:**  
Verbal Report
- Enc. 17. **Children and Young People's Plan:** (Pages 19 - 36)
18. **Date of the Next Meeting:**  
To note that the next (Special) meeting of the Forum is due to be held on 6 December 2005.
19. **Items for the Next Meeting:**  
To note that the agenda for the next meeting will include the following item(s):
- Bullying in Schools

**AGENDA - PART II - NIL**

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**EDUCATION CONSULTATIVE FORUM**

**25 APRIL 2005**

Chair:	* Councillor Stephenson	
Councillors:	* Mrs Bath * Miss Bednell Gate	* Ismail * Janet Mote * Thammaiah (1)
Teachers' Constituency:	* Mr R Borman † Ms C Gembala * Ms J Lang	* Ms L Money * Ms L Snowdon
Governors' Constituency:	* Ms H Henshaw * Mrs C Millard	Mr N Rands Ms H Solanki
Elected Parent Governor Representatives:	† Mr H Epie	† Mr R Sutcliffe
Denominational Representatives:	† Mrs J Rammelt	† Reverend P Reece
Arts Culture Harrow Representatives:	(Vacancy)	(Vacancy)

\* Denotes Member present  
(1) Denotes category of Reserve Member  
† Denotes apologies received

**PART I - RECOMMENDATIONS**

**RECOMMENDATION 1 - School Term Dates 2006/07**

The Forum received a report of the Director of Strategy (People First), which set out the suggested school term dates for 2006/07. The proposal reflected the Association of London Government's (ALG) proposed term dates as well as the principles agreed in Harrow.

Officers reported that the suggested school term dates for 2006/07 were a slight variation of the ALG's model and that Enfield had opted for the same modification. It was noted that other London Boroughs had not yet set their term dates but a few had indicated that were likely to adopt the ALG dates.

The Forum considered the way forward in determining future school term dates and agreed that the working group, in September, consider the pattern of take-up of London Boroughs for the ALG proposed dates. If the take-up indicated that the majority of London Boroughs were adopting the ALG dates, then there would be a report back to the Forum and the Forum would be asked to agree that the ALG dates would be the basis for the setting of Harrow school term dates in the future without further consultation.

During further discussion, the Chair indicated that the Forum would continue to be consulted on the term dates annually to ensure that the ALG proposed dates met Harrow's needs and to recommend minor modifications as needed, whilst working within the ALG guidelines.

Members of the Forum suggested that a letter setting out Harrow's term dates for 2006/07 and the agreed principles be sent out to all Boroughs to encourage an early setting of term dates across London.

The Chair asked that the ALG be informed of the teachers' view that terms should not start or end in the middle of a week.

**Resolved to RECOMMEND: (to the Portfolio Holder)**

That it be agreed that the Harrow School Term dates for 2006/07 be set in accordance with appendix 1 to the officer report.

**[REASON:** To agree the term dates for Harrow schools for the academic year 2006/07].

**PART II - MINUTES**166. **Attendance by Reserve Members:**

**RESOLVED:** To note the attendance at this meeting of the following duly appointed Reserve Members:-

Ordinary Member

Reserve Member

Councillor Ray

Councillor Thammaiah

167. **Apologies for Absence:**

It was noted that apologies had been received from the following Members of the Forum:

Mrs J Rammelt	- Denominational Representative
Mr R Sutcliffe	- Elected Parent Governor
Mr H Epie	- Elected Parent Governor
Ms C Gembala	- Teachers' Constituency

168. **Declarations of Interest:**

In relation to this item, Council Members re-stated the governorships which they each held, as set out in the minutes of the meeting of the Education Consultative Forum on 15 July 2004 (Minute 110).

**RESOLVED:** That the Declarations of Interest now made by Council Members be noted.

169. **Arrangement of Agenda:**

**RESOLVED:** That all items be considered with the press and public present.

170. **Minutes:**

**RESOLVED:** That the minutes of the meeting held on 1 February 2005, having been circulated, be taken as read and signed as a correct record.

171. **Matters Arising from the Minutes:****Contingency Provision within Schools**

The Forum asked that an update report on the contingency provision within the 2005/06 budget be made to the Forum's Special meeting on the Schools Budget in December.

**Operation of the Fines System for Non-Attendees**

It was agreed that an update on the monitoring of the use of fines be made to the September meeting.

**Corporate Policy on Translation**

The Forum considered the information item regarding the Council's translation policy which had been requested at the previous meeting. Members noted the two alternative wordings for the explanations on the translation box and agreed that the second alternative would be preferable.

**RESOLVED:** That the matters arising from the minutes of the last meeting be noted.

172. **Public Questions:**

**RESOLVED:** To note that no public questions were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 15 (Part 4E of the Constitution).

173. **Petitions:**

**RESOLVED:** To note that no petitions were received at this meeting under the provisions of the Advisory Panel and Consultative Forum Procedure Rule 13 (Part 4E of the Constitution).

174. **Deputations:**

**RESOLVED:** To note that no deputations were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 14 (Part 4E of the Constitution).

175. **School Term Dates 2006/07:**

See Recommendation 1 above.

176. **Update on Drugs Testing for Pupils:**

The Forum considered a report of the Director of Learning and Community Development, which updated the meeting on the drug education policy in Harrow.

Officers explained that amendments to Harrow's policy referred to the national guidance, which had been published in March 2004, and which also gave advice regarding the use of drug testing in schools. It was reported that the consultation with schools and drug education co-ordinators on Harrow's revised policy had been delayed and would begin in the summer term.

A number of recent initiatives on drug education in schools were outlined and officers advised that the Harrow Drug Education Teacher Observation Programme had achieved national recognition and would be reported in National Case Studies as an example of good practice in Personal Social and Health Education (PSHE).

In response to a query from a Forum member regarding the outcome of the Harrow Youth Conference, officers replied that it had been evident that drug use was an important issue for young people and that most pupils preferred interactive teaching of PSHE issues in schools.

A Forum member raised concern regarding governors' responsibilities in implementing the policy. Officers stressed that Harrow's policy would be to resort to drug testing only in special circumstances, and that governors had the powers not only to agree to drug testing but to decide against it as well.

The Forum was reminded that any policy on drugs would have to be continuously revised due to changes in drug use and the introduction of new substances.

The Chair asked that Harrow's revised policy on drug education be submitted to the Forum for comments as part of the consultation.

The Forum suggested that a recommendation to invite PSHE co-ordinators to governor meetings be included in Harrow's policy on drug education in schools.

**RESOLVED:** That the above be noted.

177. **Date of Next Meeting:**

The Chair advised that at the next meeting of the Forum he proposed to review the Forum's terms of reference with a view to changing the acronym ECF to EdCF to avoid confusion with other committees, and to discuss the membership of Arts Culture Harrow on the Forum.

The current terms of reference of the Forum would be circulated to members for consideration and comment prior to the meeting.

It was noted that the next meeting of the Forum was due to be held on 14 July 2005.

(Note: The meeting having commenced at 7.30 pm, closed at 8.17 pm)

(Signed) COUNCILLOR BILL STEPHENSON  
Chair

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## CONSULTATIVE FORUMS

**Community Consultative Forum**

**Education Consultative Forum**

**Employees' Consultative Forum**

**Tenants' and Leaseholders' Forum**

### **COMMUNITY CONSULTATIVE FORUM**

1. To discuss the overall provision of services by the Council. Minutes of the meetings of the Community Consultative Forum will be submitted for the information of the Cabinet together with specific recommendations in respect of both Council-wide issues and individual service delivery matters.
2. The Chair of the Forum shall be appointed annually by Cabinet.

***Note: Except where the views of the Consultative Forum have been requested by the Executive/another Committee, no recommendation or reference to the Executive or another Committee can be made unless it is agreed by a majority of the elected Councillors.***

***(Note: A proposal to establish any subsidiary body of this Committee shall be subject to its prior referral to and approval by Cabinet).***

### **EDUCATION CONSULTATIVE FORUM**

#### **Function and Objectives**

1. The function and objectives of the Education Consultative Forum shall be:
  - (i) to act as a medium of communication between the Executive, their teaching employees, governing bodies, other Councillors, Arts Culture Harrow, denominational representatives and other interested parties, other than in regard to matters of a personal or individual school specific nature;

- (ii) to promote and encourage interchange of opinion on questions relating to the provision and administration of education, arts and leisure in the London Borough of Harrow and to assist the Executive on all such questions;
- (iii) to consider and report or advise (as required) upon all questions referred to them by the Executive;
- (iv) to encourage and foster a wide interest and responsibility for education, arts and leisure in the London Borough of Harrow;
- (v) to provide facilities for the full consideration and utilisation of experience and ideas of teachers and governors.

**Composition of the Education Consultative Forum:**

2. There shall be established a Forum to be composed of a range of constituent groupings as follows:
  - (a) A Member constituency with seven members (politically proportionate);
  - (b) A Teachers constituency of six members (to be nominated by Harrow Teachers' Consultative Committee) comprising a primary head; a secondary head and four teachers;
  - (c) A Governor constituency of six members (to be nominated by the Association of Harrow Governing Bodies) comprising two governors from secondary schools, two governors from primary schools, one governor from a special needs school and one governor from a voluntary aided school, and in addition the two elected parent governors;
  - (d) A denominational representative constituency comprising one Roman Catholic and one Church of England representative (may be the same as the Lifelong Learning scrutiny sub-committee);
  - (e) An arts constituency of two members nominated by Arts Culture Harrow.
3. Each of the above constituencies should appoint a nominated person with whom the Chair of the ECF can liaise between meetings.

*(Note: A proposal to establish any subsidiary body of this Forum shall be subject to its prior referral to and approval by the Executive).*

## Meetings and Attendees

4. Any relevant member of the ECF may request an item relevant to the work of the ECF to be placed on the agenda, but the agenda will be at the discretion of the Chair.
5. Each constituent group shall nominate an individual who can liaise with the Chair to place items on the agenda. Each political group may also have a nominated member for this purpose.
6. Each agenda will include an item 'Arrangement of the Agenda' which will allow the meeting to consider and vote where the chair's discretion has been exercised to refuse an agenda item under point 4. above
7. All constituent members of the Consultative Forum may nominate a list of reserves to attend meetings in their place.
8. The Vice Chair of the ECF will be elected from the Councillor participants.
9. The members of the Consultative Forum shall hold office until the appointment of their successor by the relevant nominating body, e.g. Council, Harrow Teachers' Consultative Committee or Association of Harrow Governing Bodies. Any casual vacancy shall be filled as and when it may arise.
10. Any individual being a member of the teachers' side of the Consultative Forum shall cease to be a member if he/she shall cease to work for the London Borough of Harrow.  
Any individual being a member of the governors' side of the Consultative Forum shall cease to be a member if he/she shall cease to be a governor in the London Borough of Harrow.  
Any individual being a member of the Councillors' side of the Consultative Forum shall cease to be a member if he/she shall cease to be an elected member for the London Borough of Harrow.
11. The constituent groupings within the ECF may meet separately with the Member constituency on the Forum as laid down in the 'Rules for meetings of constituent groupings of the ECF with Councillor Members'.
12. Appendix A will be used as a framework in deciding whether proposed agenda items are relevant for meetings of the ECF or for meetings of members with constituency groupings.

***Note: Except where the views of the Consultative Forum have been requested by the Executive/another Committee, no recommendation or reference to the Executive or another Committee can be made unless it is agreed by a majority of the elected Councillors.***

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**Annex 1****Education Consultative Forum***Rules for meetings of constituent groupings of the ECF with Councillor Members.*

1. The teachers and governors constituent groupings of the Education Consultative Forum (ECF) will meet with the Members constituency of the ECF three times per year at scheduled meetings. The other constituency groupings will meet with the Members constituency as and when needed on an ad-hoc basis.
2. Meetings shall only take place providing there is sufficient business to merit a meeting, and this will be by agreement between the Chair and Vice-Chair.
3. Any constituent part of the ECF will be entitled to request that additional special meetings be called to discuss particular issues or urgent matters but this will be at the discretion of the Chair of the ECF.
4. The Chair of the ECF will chair all meetings of the constituent groupings held with members.
5. The Vice Chair of a meeting with a constituency grouping will be elected from the constituency group.
6. All Councillors on the ECF and all members of the relevant constituency grouping will be invited to meetings of a constituent grouping with Council Members. The quorum of any such meeting shall be 50% of the representatives of the Council and 50% of the representatives of the other constituent part attending the meeting.
7. Meetings of the constituent parts of the Consultative Forum shall be held in the evening and the Executive shall give the facility for the attendance of any employee member who may otherwise be on duty at the time of the meeting.
8. Meetings will conclude their business by 10.00 pm unless extended by agreement.
9. Any relevant member of the constituent grouping may request an item relevant to the work of the constituent grouping to be placed on the agenda, but the agenda will be at the discretion of the Chair in consultation with the Vice-Chair. Notice for this purpose shall be given in writing 14 days before the date of the meeting. Items may be placed on the agenda on shorter notice with the consent of the Chair. The Chair may rule that a proposed item is more appropriate for a debate at the full ECF, and his or her ruling on this is final.

10. The agenda for meetings of the Constituent grouping with members of the Council shall be sent at least 7 days prior to each meeting, except in cases of emergency. It shall be possible for the meeting in cases of urgency to discuss any matter not included in the agenda, provided the Chair agrees.
11. The minutes of each meeting of a constituent grouping with Council members shall be circulated to the members thereof and will also be sent to the full ECF for information and action as appropriate.



Meeting:	Education Consultative Forum
Date:	22 September 2005
Subject:	School Term Dates 2007/08
Responsible Officer:	Director of Strategy
Contact Officer:	Group Manager – Client and Management Support Services
Portfolio Holder:	Education and Lifelong Learning
Key Decision:	No
Status:	Part 1

### **Section 1: Summary**

#### **Decision Required**

To agree to await further information from the Local Government Association (LGA) and the Association of Local Government (ALG) prior to determining the 2007/08 school term dates.

#### **Reason for report**

To report back to the Forum, as requested at its meeting on 25 April, on options for agreeing the way forward to determine the term dates for Harrow schools for the academic year 2007/08.

#### **Benefits**

- To agree, and publish, the school term dates for 2007/08 as early as possible to aid future planning for schools, governors, parents and other partners.
- To ensure, as far as possible, that the school term dates for Harrow are in line with the dates proposed by the ALG and LGA. The LGA draft proposed dates are shown at Appendix 1a and 1b.
- To comply, as far as possible, with the Harrow principles agreed following consultation with schools, governors, parents and other partners.

#### **Cost of Proposals**

No additional costs.

## **Risks**

Lack of early discussion and agreement on the way forward could delay the setting of school term dates and miss an opportunity to influence the ALG and neighbouring authorities in the determination of co-ordinated school term dates for 2007/08.

## **Implications if recommendations rejected**

It will be necessary to undertake a wide-ranging consultation to agree the school term dates for 2007/08.

## **Section 2: Report**

### **2.1 Background**

The Education Consultative Forum (ECF) annually agrees the term dates for each school year. The ECF at its meeting on 25 April 2005 agreed the school term dates for 2006/07 and asked the that the working group, set up by ECF, consider the take up of authorities adopting the ALG proposal for 2006/07 to gauge the impact of the co-ordinated approach.

2.2 To date the ALG has only received responses from a third of authorities on the dates set for 2006/07. The ALG intends to update its records and in so doing to also gather comments from local authorities on the draft proposed dates for 2007/08 to feedback to LGA at a meeting taking place at the end of September.

### **2.3 Options considered**

- i) to adopt the LGA draft proposals for Harrow school term dates for 2007/08 as set out in Appendix 1a and 1b;
- ii) to consult widely with all partners on the LGA dates prior to confirmation that these will be the finalised proposed dates;
- iii) to vary the LGA proposal of school term dates to comply with the Harrow agreed principles and consult widely;
- iv) to defer a decision until further information is available from the ALG on take up across London authorities on the 2006/07 proposed dates and the outcome of the LGA meeting at the end of September regarding the 2007/08 proposed dates.



## 2.4 Consultation

A full consultation was undertaken with schools, governors, parents and other partners on the school term dates for 2005/06 and also on a set of Harrow principles to inform the future setting of school term dates.

The ALG has consulted with London Boroughs on progressing the co-ordinated setting of school term dates across London.

Consultation with neighbouring authorities (see Appendix 2) shows strong consistency, with minor variations around the start and finish dates for terms and some variance in the February half term dates.

## 2.5 Financial Implications

None.

## 2.6 Legal Implications

In the case of Community schools, community special schools, voluntary controlled schools or maintained nursery schools Section 32 of the Education Act 2002 obliges the LEA to determine the dates when school terms and holidays are to begin and end. The Governing Body determines the times of school sessions. For voluntary aided schools the responsibility rests with the Governing Body.

## 2.7 Equalities Impact

Following consultation with schools, governors, parents and other partners the principles for setting school term dates were agreed for Harrow. These Harrow agreed principles take account of the needs of Harrow's diverse community.

Harrow sets term dates of 195 schools days each year and schools/governing bodies have the flexibility to set the 190 pupil contact days within that framework to meet the needs of each school's community.

## **Section 3: Supporting Information/Background Documents**

1. Appendix 1a and 1b – Draft Proposed LGA school term dates for 2007/08.  
*(Please note that Appendix 1B is a colour document and is being circulated separately to Members and Reserves only)*
2. Appendix 2 – School term dates for neighbouring authorities for 2006/07.
3. ECF minutes of 25 April 2005

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**Local Government Association (LGA) draft proposed school term dates  
for 2007/08 (190 days)**

<b>Terms</b>	<b>Dates</b>	<b>Days</b>
<b>Autumn term 2007</b>	Monday 3 Sept – Friday 19 Oct	35
	HT – 22 – 26 Oct	
	Monday 29 Oct – Wednesday 19 Dec	38
<b>Spring term 2008</b>	Thursday 3 Jan – Friday 15 Feb	32
	HT – 18 – 22 Feb	
	Monday 25 Feb – Friday 4 April (NOTE: * 2 bank holidays contained within term time)	28
<b>Summer term 2008</b>	Monday 21 April – Friday 23 May	24
	HT – 26 – 30 May	
	Monday 2 June – Friday 18 July	35
<b>Total</b>		<b>190</b>

**Bank Holidays:**

Monday 27 August 2007  
 Tuesday 25 December 2007  
 Wednesday 26 December 2007  
 Tuesday 1 January 2008  
 \* Friday 21 March 2008  
 \* Monday 24 March 2008  
 Monday 5 May 3008  
 Monday 26 May 2008

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## Appendix 2

### SCHOOL TERM DATES – 2006/07

Terms	Harrow	Barnet	Brent	Ealing	Hertfordshire	Hillingdon
Autumn 2006	4 Sept – 20 Oct (35 days)  H/T 23 - 27 Oct	4 Sept – 20 Oct (35 days)  H/T 23-27 Oct	Consulting on ALG and Harrow models – closing end of September. Decision expected October 2005.	4 Sept – 20 Oct (35 days)  H/T 23-27 Oct	1 Sept – 20 Oct (36 days)  H/T 23-27 Oct	4 Sep – 20 Oct (35 days)  H/T 23-27 Oct
Spring 2007	30 Oct – 20 Dec (38 days)  3 Jan – 16 Feb (33 days)  H/T 19 -23 Feb	30 Oct – 20 Dec (38 days)  3 Jan – 9 Feb (28 days)  H/T 12 -16 Feb		30 Oct – 20 Dec (38 days)  3 Jan – 16 Feb (33 days)  H/T 19 – 23 Feb	30 Oct – 20 Dec (38 days)  3 Jan – 9 Feb (28 days)  H/T 12 -16 Feb	30 Oct – 20 Dec (38 days)  4 Jan – 16 Feb (32 days)  H/T 19 -23 Feb
Summer 2007	26 Feb – 30 March (25 days)  16 April -25 May (29 days)  H/T 28 May – 1 June  4 June – 20 July (35 days)	19 Feb – 30 March (30 days)  16 April – 25 May (29 days)  H/T 28 May – 1 June  4 June – 20 July (35days)		26 Feb – 30 March (25 days)  16 April - 25 May (29 days)  H/T 28 May – 1 June  4 June – 25 July (38days)	19 Feb – 30 March (30 days)  16 April – 25 May (29 days)  H/T 28 May – 1 June  4 June – 20 July (35 days)	26 Feb – 4 April (28 days)  18 April – 25 May (27 days)  H/T 28 May – 1 June  4 June – 20 July (35 days)
<b>Total days</b>	<b>195</b>	<b>195</b>		<b>198</b>	<b>196</b>	<b>195</b>

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## A BRIEF OVERVIEW AND ABOUT GETTING INVOLVED

### **What is the Children and Young Person's Plan (CYPP)?**

Harrow Council must co-ordinate and publish an over-arching plan for all services to children and young people by 1 April 2006. This must be done on behalf all our partners who are the organisations, agencies, groups and individuals who provide services to children and young people. The plan will cover the following five main areas of well-being for our children and young people:

#### **Every child matters....**

We aspire to a local community where all children and young people enjoy the highest quality of life. This means that there will have to be changes. The focus of the plan is to ensure that every child in Harrow is

**Healthy**

**Stays safe**

**Enjoys and achieves**

**Makes a positive contribution**

**Achieves economic well-being?**

### **The Children and Young Person's Plan (CYPP)**

The CYPP is a three-year plan for children and young people that will be delivered by statutory services and their partners. It is a strategy for change. A strategy is more than a vision statement-it defines a clear set of actions that everyone can work to.

We want to make our services easier to access, to be locally based and able to meet religious and cultural needs. Overall services will be inclusive and available to all. But when children have particular or different types of needs there will be services available. This will include making sure those children and young people who are at risk, vulnerable or suffering are protected and offered the right kind of support.

### **Not More Plans?**

Although Harrow Council is charged with the duty to write the CYPP, the plan covers work delivered by service providers and other partners outside its control. It will drive better joined-up working and change for children amongst a number of organisations, not just Council services. The CYPP replaces 17 other plans but it will be short! It will be an over-arching guide to improvement and change for children. We want to find new and better ways of working with children and young people such as joining up services, commissioning services together etc.

The core of the plan is our understanding of the needs of local children and young people and why we have chosen particular services to be directed at them. It will highlight which groups and individuals are doing less well than their peers. Action plans will indicate what needs, services and priorities are to be tackled over the next three years. That is to say, which children are falling short in the 5 areas of well-being. It is important to recognise that although Harrow is actually a great part of London, the good headlines mask the fact that there are pockets of disadvantage and some children are not doing so well.

### **What the plan must do**

Some examples of priority groups will include the educational needs of Children Looked After and the transition of children with special needs into adult services. We may wish to deal with the verbal abuse that pupils from minority ethnic backgrounds have revealed. Issues around children and young people - in their leisure time; travelling around their locality; being part of their community. Children who have difficulty in social adjustment; children who start school without the skills for success. Obese children may feature but we want this consultation to help identify all of the priority groups.

Improvement "action plans" will reflect the priorities and focus of various services including School Development Plans aimed at improving the situation for these children.

The Plan will form a key part in the subsequent inspections of our work for children and young people so it has to be realistic and backed up by genuine change for children.

### **Getting involved...the consultation process**

Remember, this Plan is a beginning not an end. The first draft CYPP will outline the needs of children and young people, as we understand them now. The consultation period will take place between 15<sup>th</sup> September and 28<sup>th</sup> October 2005. We will be trying out new ways of working so the Plan will be revised and changed each year.

Thus, we are seeking the views of community groups and on four main concerns:

1. We need to know if we have got it right?
2. Have we understood the needs of children and young people?
3. Have we missed anything?
4. Are our intentions likely to make a difference?

Responses will be analysed and directly inform the proposed CYPP. All respondents involved in the consultation process will be sent a copy of the final CYPP and a



summary of how the consultation process was used, if they provide a name and address.

Throughout the process of putting together the CYPP, Harrow Council has closely followed government guidance, which stresses the importance of involving children and young people in developing the plan.

### **Which groups are involved in the consultation process?**

The following extensive list sets out the different range of organisations that we will consult with.

Children	Young people
Parents	Carers
District councils	Police authorities
Local probation boards	Youth offending teams
Strategic Health Authorities	Primary Care Trusts
Connexions Partnerships	Local Learning and Skills Councils
Diocesan authorities	School organisation committee
Relevant voluntary organisations	Relevant community organisations
Local safeguarding board	Maintained and independent schools
Local strategic partnership	Drugs Action Teams
NHS trusts	Relevant local private sector providers
Local cultural, sport and play organisations	

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# HARROW CHILDREN AND YOUNG PEOPLE'S PLAN 2006-2009 SUMMARY FOR CONSULTATION

## BEING HEALTHY

### PHYSICALLY HEALTHY

Priority Action	Timescale	Indicators of success
1.1 Give all children a healthy start by developing antenatal health care services which are easy to access and suitable for all Harrow mothers.	From 2006	<ul style="list-style-type: none"> <li>• A healthy and more confident start for more babies and their mothers.</li> <li>• Fewer infant deaths and fewer babies with low birth weights.</li> </ul>
1.2 Ensure more children grow up healthy: by improving oral health and achieving higher levels of vaccination.	From 2007	<ul style="list-style-type: none"> <li>• Reductions in the % of children with tooth decay.</li> <li>• Lower rates of disease.</li> </ul>

### MENTALLY AND EMOTIONALLY HEALTHY

Priority Action	Timescale	Indicators of Success
1.3 Make it easier for parents/carers to access support and advice which will help the early development of mental and emotional well being of their children.	From 2007	<ul style="list-style-type: none"> <li>• More parents and carers finding greater support and advice</li> </ul>
1.4 Improve links between Health Visitors and other staff working with young children to ensure that behavioural problems and developmental delay are picked up early.	From 2006	<ul style="list-style-type: none"> <li>• Fewer young children being temporarily excluded from school.</li> <li>• More children receiving early support.</li> </ul>
1.5 Ensure that all staff working with children work closely together to identify and act quickly	From 2007	<ul style="list-style-type: none"> <li>• Fewer exclusions from school.</li> <li>• Higher levels of attainment.</li> </ul>

The above are examples, please use the consultation to tell us what you think are the main strategic issues and priorities.

to address mental health problems, particularly amongst children and young people known to be at greater risk.		<ul style="list-style-type: none"> <li>• Reduced waiting times for access to mental health advice and support.</li> <li>• Fewer suicides and self-injuries by children and young people.</li> </ul>
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## SEXUALLY HEALTHY

Priority Action	Timescale	Indicators of Success
1.6 Increase the number of confidential sexual health services available to young people in settings which suit their needs.	From 2007	<ul style="list-style-type: none"> <li>• Fewer sexually transmitted infections.</li> <li>• Increased attendances.</li> <li>• Fewer teenage pregnancies.</li> </ul>

## HEALTHY LIFESTYLES

Priority Action	Timescale	Indicators of Success
1.7 Make it easier for children and families to obtain all the services they need to ensure good health by developing network of accessible frontline health services and multi-purpose children's centres linked to local schools.	Beyond 2007	<ul style="list-style-type: none"> <li>• Improved take-up of appointments</li> <li>• 9 Children's Centres open and meeting people's needs</li> <li>• Health improvements.</li> <li>• More adults participating in educational activities</li> </ul>
1.8 Improve sport and leisure facilities in Harrow taking account of the differing cultural needs of its diverse population	Beyond 2007	<ul style="list-style-type: none"> <li>• Higher levels of fitness.</li> <li>• Lower levels of obesity.</li> </ul>

## CHOOSE NOT TO TAKE ILLEGAL DRUGS

Priority Actions	Timescale	Indicators of Success
1.9 Promote awareness of the risks of drug-taking as part of the school curriculum.	Beyond 2007	<ul style="list-style-type: none"> <li>• Fewer young people under 25 using class A drugs.</li> <li>• Fewer incidents of harm caused by use of Class A drugs.</li> </ul>

The above are examples, please use the consultation to tell us what you think are the main strategic issues and priorities.

## STAYING SAFE

### SAFE FROM MALTREATMENT, NEGLECT, VIOLENCE AND SEXUAL EXPLOITATION

Priority Action	Timescale	Indicators of Success
2.1 Ensure that staff in all the agencies dealing with child protection are trained to a high standard and work together effectively.	From 2006	<ul style="list-style-type: none"> <li>• Lower turnover of staff.</li> <li>• Earlier identification of children in need and quicker access to services for them.</li> <li>• Continuity of care for children and young people.</li> <li>• More informed child protection referrals.</li> </ul>
2.2 Raise community awareness and provide information about how to keep children safe.	From 2006	<ul style="list-style-type: none"> <li>• Parents/Carers and wider community more aware of how to safeguard children.</li> <li>• Registrations on the Child Protection Register?</li> </ul>

### SAFE FROM ACCIDENTAL INJURY AND DEATH

Priority Action	Timescale	Indicators of Success
2.3 Improved safety measures such as pedestrian and cycle training.	From 2006	<ul style="list-style-type: none"> <li>• Reduction in child deaths and injuries (0-15 year olds) caused by traffic.</li> </ul>

### SAFE FROM BULLYING AND DISCRIMINATION

Priority Action	Timescale	Indicators of Success
2.4 Work in schools to promote awareness of bullying and discrimination amongst children and young people and ensure that support for victims is readily available.	From 2006	<ul style="list-style-type: none"> <li>• Initially an increase in reporting from 11-15 year olds with subsequent reductions as strategies and confidence improves?</li> </ul>

The above are examples, please use the consultation to tell us what you think are the main strategic issues and priorities.

## SAFE FROM CRIME AND ANTI-SOCIAL BEHAVIOUR IN AND OUT OF SCHOOL

Priority Action	Timescale	Indicators of Success
2.5 Reduce the fear of crime outside school by increasing the safety of outdoor leisure areas.	Beyond 2007	<ul style="list-style-type: none"> <li>Greater use of outdoor leisure facilities.</li> <li>Positive feedback from Children and young people in consultation/satisfaction surveys.</li> </ul>
2.6 Encourage awareness of issues in high schools through increased support from police officers allocated to schools.	From 2007	<ul style="list-style-type: none"> <li>Fewer incidents of theft.</li> <li>Reduced fear of crime.</li> </ul>

## HAVE SECURITY, STABILITY AND ARE CARED FOR

Priority Action	Timescale	Indicators of Success
2.7 Develop joint working with Harrow Primary Care Trust on the planning and purchasing of services for children and young people to get them a better deal.	Beyond 2007	<ul style="list-style-type: none"> <li>Greater variety of services available for children and young people</li> <li>Services and support meet the needs of children more effectively</li> <li>Better value for money.</li> </ul>
2.8 Strengthen children's care services so that children in need are identified and receive help more quickly and in ways which ensure there is continuity of care.	From 2007	<ul style="list-style-type: none"> <li>Better recruitment and retention of social workers</li> <li>Better social work qualifications</li> <li>Fewer changes in Social Workers for each child</li> </ul>
2.9 Provide more secure and stable home settings for Children Looked After by the Council	From 2007	<ul style="list-style-type: none"> <li>More Children Looked After stay in the same placement for more than 2.5 years</li> </ul>
2.10 Increase the use of permanent, alternative family arrangements for children who cannot return to their birth families.	From 2007	<ul style="list-style-type: none"> <li>An increase in the numbers of children accepted for adoption within 2 years.</li> </ul>
2.11 Reduce uncertainty and time delays for children and young people whose futures must be decided through the legal process.	From 2006	<ul style="list-style-type: none"> <li>Increase in the number of care cases dealt with by the courts within 40 weeks.</li> </ul>

The above are examples, please use the consultation to tell us what you think are the main strategic issues and priorities.

## ENJOY AND ACHIEVE

### READY FOR SCHOOL

Priority Action	Timescale	Indicators of Success
3.1 Improve standard of pre-school services by developing quality assurance scheme for all pre-school services and improving the training and qualifications of child care staff.	Beyond 2007	<ul style="list-style-type: none"> <li>• All services attain the quality mark.</li> <li>• Increase in development levels for young children at the end of the Foundation Stage.</li> <li>• Better quality learning and development for young children.</li> </ul>
3.2 Increase take-up of child-care places and flexible support for adults who work or study.	From 2007	<ul style="list-style-type: none"> <li>• Increase in the take-up of child-care places for children under 4 years of age.</li> <li>• Increases in attainment of children in the areas of Harrow where achievements have been lower than average.</li> </ul>
3.3 Develop schools as a community resource with support and advice for parents.	From 2007	<ul style="list-style-type: none"> <li>• More parenting courses available.</li> <li>• More parents attending courses.</li> </ul>

### ATTEND AND ENJOY SCHOOL

Priority Action	Timescale	Indicators of Success
3.4 Reduce exclusions and unauthorised absences from schools by developing better ways of helping children who experience disaffection.	From 2006	<ul style="list-style-type: none"> <li>• Fewer pupils out of school.</li> <li>• Increases in attainment for those groups who have not done as well as their peers</li> <li>• Fewer crimes committed by children who should be in school.</li> </ul>

The above are examples, please use the consultation to tell us what you think are the main strategic issues and priorities.

## ACHIEVE STRETCHING NATIONAL EDUCATIONAL STANDARDS AT PRIMARY SCHOOL

Priority Action	Timescale	Indicators of Success
3.5 Improve levels of attainment and learning outcomes for the small numbers of pupils who do significantly less well than their peers, e.g. Children Looked After.	From 2006	<ul style="list-style-type: none"> <li>• Improved rates of attainment at levels 2 and 4.</li> </ul>

## ACHIEVE PERSONAL AND SOCIAL DEVELOPMENT AND ENJOY RECREATION

Priority Action	Timescale	Indicators of Success
3.7 Increase the availability and use of indoor and outdoor leisure facilities across Harrow by improving their quality, safety and accessibility & ensuring they meet the needs of all communities.	Beyond 2007	<ul style="list-style-type: none"> <li>• More children and young people using provision</li> <li>• Reduced fear of crime.</li> <li>• Healthier citizens.</li> </ul>
3.8 Ensure all high schools and colleges to offer the community 12 hours of community sports access per week.	From 2007	<ul style="list-style-type: none"> <li>• More schools offering community access and more local residents using them.</li> <li>• Healthier citizens.</li> </ul>

## ACHIEVE STRETCHING EDUCATIONAL STANDARDS AT SECONDARY SCHOOL

Priority Action	Timescale	Indicators of Success
3.9 Raise levels of attainment and improve learning outcomes for the small numbers of pupils who do significantly less well than their peers, e.g. Children Looked After.	From 2006	<ul style="list-style-type: none"> <li>• Improved rates of attainment especially for those groups who have not being do so well</li> <li>• Increase in attainment of Level 5 at Key Stage 3, more 16 year olds achieving 5 GCSEs Grades A*-C</li> </ul>
3.10 Increase numbers of students achieving GNVQ/NVQ Level 2 qualifications and participation in vocational courses.	From 2007	<ul style="list-style-type: none"> <li>• Fewer young people not in training &amp; employment</li> <li>• Rises in levels of qualifications gained</li> <li>• Higher satisfaction rates amongst local employers</li> </ul>

The above are examples, please use the consultation to tell is what you think are the main strategic issues and priorities.



## MAKE A POSITIVE CONTRIBUTION

### ENGAGE IN DECISION-MAKING AND SUPPORT THE COMMUNITY AND ENVIRONMENT

Priority Action	Timescale	Indicators of Success
<p>4.1 Engage children and young people in decision-making at and beyond school by promoting:</p> <ul style="list-style-type: none"> <li>• involvement in school councils</li> <li>• interaction with organisations providing services to Harrow citizens</li> </ul>	From 2007	<ul style="list-style-type: none"> <li>• Increase in schools with Youth Councils.</li> <li>• Pupils participating in school elections</li> <li>• Increase in numbers of children and young people participating in activities, which influence service development.</li> <li>• Changes in public services that meet the needs of users.</li> </ul>

### ENGAGE IN LAW ABIDING AND POSITIVE BEHAVIOUR IN AND OUT OF SCHOOL

Priority Action	Timescale	Indicators of Success
<p>4.2 Improve behaviour and attendance at school by:</p> <ul style="list-style-type: none"> <li>• Using recommended strategies for behaviour management</li> <li>• Targeting and working with those groups of children where numbers of exclusions are highest.</li> </ul>	From 2007	<ul style="list-style-type: none"> <li>• Improved performance and levels of attainment</li> <li>• Reductions in permanent exclusions.</li> </ul>
<p>4.3 Help parents/carers take responsibility for the behaviour of children by promoting and providing accessible, local family support programmes</p>	From 2007	<ul style="list-style-type: none"> <li>• Increased take-up by parents and carers on parenting programmes.</li> <li>• More confident and supported parents &amp; carers.</li> </ul>
<p>4.4 Reduce numbers of young people committing an offence.</p>	From 2006	<ul style="list-style-type: none"> <li>• Reduction in numbers of children and young people committing offences.</li> <li>• 75% of the victims of youth crime to be offered</li> </ul>

The above are examples, please use the consultation to tell us what you think are the main strategic issues and priorities.

		the opportunity to participate in restorative processes and 75% to be satisfied with them.
4.5 Promote education, training, employment and the constructive use of leisure time as key components in reducing offending.	From 2006	<ul style="list-style-type: none"> <li>• Increase in children and young people use of leisure facilities.</li> <li>• Increase in provision of local leisure facilities.</li> </ul>

**DEVELOP POSITIVE RELATIONSHIPS AND CHOOSE NOT TO BULLY OR DISCRIMINATE**

Priority Action	Timescale	Indicators of Success
4.6 Develop the police officer link scheme in high schools to encourage young people to report bullying and discrimination and ensure it is dealt with effectively.	From 2007	<ul style="list-style-type: none"> <li>• Initial increase but later reduction of incidents reported in schools.</li> </ul>
4.7 Develop volunteering and peer mentoring schemes for young people to be able to make a contribution to their school and community in a safe context.	Beyond 2007	<ul style="list-style-type: none"> <li>• Increased numbers of young people as mentors or attached to a mentor.</li> <li>• Increased numbers of young people engaging in voluntary schemes outside school.</li> </ul>

**DEVELOP SELF-CONFIDENCE AND SUCCESSFULLY DEAL WITH SIGNIFICANT LIFE CHANGES AND CHALLENGES**

Priority Action	Timescale	Indicators of Success
4.8 Enhance Personal Health and Social Education (PHSE) programmes in schools through joint working with professionals who are not part of the school staff such as the police, school nurses etc.	From 2007	<ul style="list-style-type: none"> <li>• Surveys show increase in confidence and positive views about the future.</li> <li>• Increase numbers of young people using the Connexions service in schools and finding positive pathways towards employment and training.</li> </ul>

The above are examples, please use the consultation to tell us what you think are the main strategic issues and priorities.

## DEVELOP ENTERPRISING BEHAVIOUR

Priority Action	Timescale	Indicators of Success
4.9 Increase the number of young people achieving GNVQ/NVQ Level 2 qualifications through an expansion of vocational courses based in High Schools.	From 2007	<ul style="list-style-type: none"> <li>• Increase in 18-24 year olds with their own businesses.</li> <li>• Increase in numbers of young people exploring business start-up.</li> </ul>

## ACHIEVE ECONOMIC WELL-BEING

### ENGAGE IN FURTHER EDUCATION, EMPLOYMENT OR TRAINING ON LEAVING SCHOOL

Priority Action	Timescale	Indicators of Success
5.1 Help Children Looked After aged 15 or over to gain more qualifications at school.	From 2006	<ul style="list-style-type: none"> <li>• Higher levels of qualifications for Children Looked After.</li> </ul>
5.2 Reduce number of young people not in education, training or employment.	From 2006	<ul style="list-style-type: none"> <li>• Improved long-term prospects for the minority of pupils at risk of social exclusion.</li> </ul>

## READY FOR EMPLOYMENT

Priority Action	Timescale	Indicators of Success
5.3 Increase numbers of 16-18 year olds in structured learning leading to NVQ level 2 or equivalent.	From 2007	<ul style="list-style-type: none"> <li>• Reduction in numbers of young people not in employment, education or training.</li> </ul>
5.4 Gather more and better quality information about young people not in education, training and employment in order to support them more effectively.	From 2006	<ul style="list-style-type: none"> <li>• Improved results in helping young people to return to training and education and avoid social exclusion, ill-health etc.</li> </ul>

The above are examples, please use the consultation to tell us what you think are the main strategic issues and priorities.

## LIVE IN DECENT HOMES AND SUSTAINABLE COMMUNITIES

Priority Action	Timescale	Indicators of Success
5.5 Work with housing providers to improve access to decent and secure living accommodation for homeless young people aged 16-19 who are not in education, employment or training.	Beyond 2007	<ul style="list-style-type: none"> <li>Reduction in number of young people not in education or training.</li> <li>Improved health.</li> <li>Reduction in schoolgirl pregnancies.</li> </ul>
5.6 Review the impact of social housing and planning policies.	From 2007	<ul style="list-style-type: none"> <li>Reduced numbers of children and young people living in poor housing</li> </ul>
5.7 Provide cleaner, safer, greener public spaces within walking distance of home of most families.	Beyond 2007	<ul style="list-style-type: none"> <li>Improved responses from resident surveys.</li> <li>Increased use by families.</li> </ul>
5.8 Work with voluntary and community groups to increase community events in open recreational areas that make it safer and more enjoyable for family use.	Beyond 2007	<ul style="list-style-type: none"> <li>Increased numbers of community events organised by voluntary and community groups.</li> <li>More children and young people involved in the above.</li> </ul>

## ACCESS TO TRANSPORT AND MATERIAL GOODS

Priority Action	Timescale	Indicators of Success
5.9 Encourage development and use of bus routes where children and young people feel safe and able to access leisure facilities.	Beyond 2007	<ul style="list-style-type: none"> <li>More children and young people accessing facilities such as the Harrow Leisure Centre.</li> <li>More young people using buses in the evenings.</li> </ul>

## LIVE IN HOUSEHOLDS FREE FROM LOW INCOME

Priority Action	Timescale	Indicators of Success
5.10 Improve information to parents and carers to enable them to make suitable provision for their children, access relevant benefits and services that enable them to go out to work	From 2007	<ul style="list-style-type: none"> <li>More children in quality child-care.</li> <li>Increased numbers of parents/carers returning to work or training.</li> <li>Increase in take up of child-care places</li> </ul>

The above are examples, please use the consultation to tell us what you think are the main strategic issues and priorities.



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## Questions for consultation

1. Are the priority actions the right ones for the purposes of the Children and Young People's Plan? Please make any comments you wish relating to the priority actions listed (please list the action point e.g. 1.1)
2. If you have identified any gaps in the identified priorities, please describe these, listing timescales and indicators of success, where possible.
3. If you have identified additional priority actions please provide or identify any available evidence to support these you have available?
4. What are you or your organization/partnership doing in respect of this outcome, and where are the current gaps in provision?
5. Are the indicators of success the right ones for the priority actions listed? Please list additional indicators or suggest changes to those listed indicating the action point e.g. 2.1
6. Do you have any further comments you would like to make?

## Respondent details

If you would like to receive a copy of the Children and Young People's plan as well as a short report outlining how the consultation process contributed to the final document please provide the following information. This will also help us to consider if we have received a cross section of replies and will inform future consultation methods. It will not be used for any other purpose.

Agency/Organisation:	
Name:	
Designation:	
Resident in Harrow?	
Age group you work with or have particular interest in: a) children	

b) young teenagers (8-13) c) older teenagers (14-19)	
Name:	
Address:	
Date	

Any additional information, queries or ideas should be directed by **14 October 2005** to:

Maggie White  
Strategy Department, LBH  
Tel: 0808 420 9491  
Email: [maggie.white@harrow.gov.uk](mailto:maggie.white@harrow.gov.uk)

THANK YOU VERY MUCH FOR TAKING THE TIME TO TAKE PART IN THIS CONSULTATION.