

# Education Strategy Consultative Forum **AGENDA**

**DATE:** Thursday 21 March 2013

**TIME:** 7.30 pm

**VENUE:** Committee Rooms 1 & 2,  
Harrow Civic Centre

**PRE-MEETINGS:** School Employees - 6.45 pm in CR 6  
Governors - 6.45 pm in CR3  
Members - 7.00 pm in CR 1/2

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

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**Chairman:** Councillor Zarina Khalid

**Councillors:**

Kairul Kareema Marikar  
Raj Ray  
Krishna Suresh

Mrs Camilla Bath  
Ramji Chauhan  
Janet Mote

**Reserve Members:**

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1. Ben Wealthy  
2. Mrs Rekha Shah  
3. Asad Omar  
4. Krishna James

1. Christine Bednell  
2. –  
3. Lynda Seymour

**(Education Side Representatives overleaf)**

## **Education Side Representatives:**

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### **School Employees' Representatives:**

- |                |                  |
|----------------|------------------|
| 1. Anne Drew   | 3. Anne Lyons    |
| 2. Ruth Duncan | 4. Lynne Snowdon |

### **Governors:**

- |                      |              |              |
|----------------------|--------------|--------------|
| 1. Christine Millard | 3. (Vacancy) | 5. (Vacancy) |
| 2. (Vacancy)         | 4. (Vacancy) | 6. (Vacancy) |

### **Denominational Representatives:**

- |                  |                     |
|------------------|---------------------|
| 1. Simon Goulden | 1. Reverend P Reece |
|------------------|---------------------|

### **Early Years Private and Voluntary Sector Provider Representative:**

1. Ann Nash

### **Post-16 Provider Representative:**

1. Jacqui Mace

**Contact:** Manize Talukdar, Democratic & Electoral Services Officer  
Tel: 020 8424 1323 E-mail: [manize.talukdar@harrow.gov.uk](mailto:manize.talukdar@harrow.gov.uk)

# **AGENDA - PART I**

## **1. 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) the meeting notes at the start of the meeting at the item 'Reserves' that the Reserve Member is or will be attending as a reserve;
- (iv) if a Reserve Member whose intention to attend has been noted arrives after the commencement of the meeting, then that Reserve Member can only act as a Member from the start of the next item of business on the agenda after his/her arrival.

## **2. APOLOGIES FOR ABSENCE**

To receive apologies for absence (if any).

## **3. DECLARATIONS OF INTEREST**

To receive declarations of disclosable pecuniary or non pecuniary interests, arising from business to be transacted at this meeting, from:

- (a) all Members of the Forum;
- (b) all other Members present.

## **4. MINUTES (Pages 1 - 10)**

That the minutes of the meeting held on 30 January 2013 be taken as read and signed as a correct record.

## **5. PUBLIC QUESTIONS**

To receive questions (if any) from local residents or organisations under the provisions of Executive Procedure Rule 51 (Part 4D of the Constitution).

## **6. PETITIONS**

To receive petitions (if any) submitted by members of the public/Councillors under the provisions of Executive Procedure Rule 49 (Part 4D of the Constitution).

## **7. DEPUTATIONS**

To receive deputations (if any) under the provisions of Executive Procedure Rule 50 (Part 4D of the Constitution).

**8. SCHOOL ORGANISATION (Pages 11 - 22)**

Report of the Corporate Director of Children and Families.

**9. SCHOOL TERM DATES 2014/2015 (Pages 23 - 32)**

Report of the Head of Education Strategy and School Organisation.

**10. DEVELOPMENT OF THE EARLY YEARS STRATEGY- THE TWO YEAR OLD OFFER (Pages 33 - 38)**

Report of the Head of Education Strategy & School Organisation.

**11. DATE OF NEXT MEETING**

To note that the next meeting of the Forum is due to be held on 25 June 2013.

**AGENDA - PART II - NIL**

# EDUCATION STRATEGY CONSULTATIVE FORUM MINUTES

## 30 JANUARY 2013

- |  |                            |                  |
|--|----------------------------|------------------|
| <b>Chairman:</b>   | * Councillor Zarina Khalid |                  |
| <b>Councillors:</b>  | * Mrs Camilla Bath         | * Janet Mote     |
|  | * Ramji Chauhan            | Raj Ray          |
|  | * Kairul Kareema Marikar   | * Krishna Suresh |
| <b>School Employee<br/>Constituency:</b>                             | † Anne Drew                | * Anne Lyons     |
|  | Ruth Duncan                | * Lynne Snowdon  |
| <b>Governor<br/>Constituency:</b>                                    | Sanjay Karia (1)           |                  |
| <b>Denominational<br/>Representatives:</b>                           | * Simon Goulden            | Reverend P Reece |
| <b>Early Years<br/>Private and<br/>Voluntary Sector<br/>Provider</b> | Ann Nash                   |                  |
| <b>Post-16 Provider<br/>at a Further<br/>Education<br/>College:</b>  | * Jacqui Mace              |                  |

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

## 122. Attendance by Reserve Members

**RESOLVED:** To note that there were no Reserve Members in attendance.

## 123. Apologies for Absence

An apology for absence was received from Anne Drew.

## 124. Declarations of Interest

**RESOLVED:** To note that the following interests were declared:

Agenda Item 8 Information Report: Revenue Budget 2012-13 To 2014-15 Including School Funding Reforms; 9 Information Report: Hsip Update; 10 Information Report: Raising The Participation Age; 11 Information Report: Implementing The Local Authority's Duties And Legal Measures To Secure School Attendance; 12 Information Report: Fair Access Protocol - Department For Education Advice; 13 Secondary School Strategy; 14 School Term Dates 2014/15

Councillor Mrs Camilla Bath declared a non-pecuniary interest in that she was a governor at Whitchurch First School and Nursery, St George's Roman Catholic School and Harrow High Academy. She would remain in the room whilst the matters were considered and voted upon.

Councillor Ramji Chauhan declared a non-pecuniary interest in that he was Local Authority appointed governor at Hatch End High School and Glebe Primary School. He would remain in the room whilst the matters were considered and voted upon.

Councillor Zarina Khalid declared a non-pecuniary interest in that she was a Local Authority appointed governor at Canons High School. She would remain in the room whilst the matters were considered and voted upon.

Councillor Kairul Kareema Marikar declared a non-pecuniary interest in that she was a Local Authority appointed governor at Bentley Wood High School. She would remain in the room whilst the matters were considered and voted upon.

Councillor Janet Mote declared non-pecuniary interests in that she was a governor at St John Fisher Catholic Primary School. She would remain in the room whilst the matters were considered and voted upon.

Councillor Krishna Suresh declared a non-pecuniary interest in that he was a governor at Vaughan Primary School. He would remain in the room whilst the matters were considered and voted upon.

Anne Lyons declared a non-pecuniary interest in that she was a governor at the Sacred Heart Language College. She would remain in the room whilst the matters were considered and voted upon.

Jacqui Mace declared a non-pecuniary interest in that she was a governor at Canons High School. She would remain in the room whilst the matters were considered and voted upon.

#### **125. Minutes**

**RESOLVED:** That the minutes of the meeting held on 3 December 2012 be taken as read and signed as a correct record.

#### **126. Public Questions, Petitions and Deputations**

**RESOLVED:** To note that no public questions were put or petitions or deputations received at this meeting.

### **RESOLVED ITEMS**

#### **127. Information Report : Revenue Budget 2012-13 to 2014-15 including School Funding Reforms**

The Forum received a report of the Finance Business Partner, Children's Services which set out a summary of the draft Council budget for 2013/14 to 2016/17 and outlined changes to school funding, effective from 2013/14.

An officer stated that the Draft Budget report was seeking input from stakeholders prior to being submitted to Cabinet and that the Department of Education was making a number of significant changes to how the Dedicated Schools Grant would be calculated. She highlighted the following areas of the report:

- the Government's austerity measures meant that the grant to local government had been substantially reduced and Harrow had been obliged to reduce its spending in recent years, with further savings needing to be made over the next 4 years;
- savings were being made through the implementation of a raft of measures. These aimed to minimise the impact on services by delivering savings through better procurement, demand management and staffing efficiencies. However there were reductions in some front facing services such as reduced opening hours for children's centres and the implementation of Service Level Agreements (SLAs) for the education psychology service;
- whilst the school funding reforms brought movements in school budgets the DfE have retained a statutory Minimum Funding Guarantee (MFG) which provided some protection to school funding as it limited reductions in budgets to -1.5% per pupil.

Following questions and comments from Members of the Forum, the officer advised that:

- High Needs pupils were defined by the DfE as those who required provision of more than £10k. In addition to the £10k, top up funding would be available if required. If the child in question were to move to a new school, then only the top up funding amount would move with the child;
- the eligibility criteria for 2 year olds to access early education was to be either a Looked After Child (CLA) or meet the Free School Meal (FSM) eligibility criteria;
- the Pupil Premium in respect of CLAs and those eligible for FSMs had increased to £900;
- local authorities were now responsible for commissioning post-16 SEN provision and this issue would be reported in greater detail to the March meeting of the Forum.

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

#### **128. Information Report: HSIP update**

The Forum received a report of the Head of Harrow School Improvement Partnership (HSIP) which set out information regarding the work of HSIP. An officer highlighted the following areas of the report:

- HSIP had been established in September 2011 in order to separate the school improvement function from the statutory education function of the Local Authority (LA) and it was funded mainly by schools, but also by the LA commission for School Improvement support;
- HSIP worked in close collaboration with schools. 56 of the 61 Community and Academy schools in Harrow were either full or associate Members of HSIP;
- HSIP's remit was to support and facilitate schools' and the Council's commitment to educational excellence;
- the support offered by HSIP to schools was wide ranging and included the following: inspection support to schools prior to, during and following an inspection; implementing Rapid Improvement Partnership Plans in schools identified by the LA as schools causing concern; and, offering leadership development programmes for teachers and head teachers;
- Harrow's schools had a strong profile and a large number of Harrow's schools were outstanding. Additionally, 56% of Harrow Schools had been rated by OFSTED as 'outstanding' and 94% were rated as 'good' or better.



Forum Members congratulated HSIP for its contribution to maintaining the excellent profile of schools in Harrow.

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

## **129. Information Report: Raising the Participation Age**

The Forum received a report of the Corporate Director of Children and Families which set out the latest developments in relation to the Council's duty to promote Raising the Participation Age (RPA). An officer advised that:

- the Education and Skills Act (2008) placed a duty on all young people to participate in education or training until their 18<sup>th</sup> birthday. This duty comes into force from the Summer of 2013;
- although the duty to participate is on young people, the LA had a responsibility to offer support and advice and encourage engagement by young people;
- under this new duty, schools, colleges and employers would be obliged to report any young people who had dropped out at the age of 17 to the LA, which was required to promote effective participation and identify those who were not participating;
- RPA did not necessarily mean remaining in school beyond the age of 16, but included apprenticeships, full or part-time education, training or volunteering; education and training must lead to a recognised qualification;
- Harrow had among the lowest numbers of young people who were not in education, employment or training (NEET) after the age of 16.

Following questions and comments from Forum Members, the officer advised that:

- local employers offering apprenticeships and traineeships would be contacted and these would be promoted among young people. Employers would receive funding for taking on young people. If a young person were to leave before completing the traineeship or apprenticeship, then it would be possible for the funding agency to claw back the funding;
- many employers offering apprenticeships and traineeships tended to prefer older candidates as they were perceived as being more mature and reliable;
- London Councils had a London-wide agenda to promote RPA Harrow is a contributing Council;

- the age of participation in some European countries is significantly higher than in the UK;
- anyone working 20 hours per week or more would be considered to be in full time employment.

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

**130. Information Report: Implementing the Local Authority's Duties and Legal Measures to Secure School Attendance**

The Forum received a report of the Corporate Director of Children and Families which set out the Council's position on the use of statutory measures to secure good attendance at school for children of statutory school age.

An officer advised that there had been a policy change regarding the use of these statutory measures due to concerns raised by schools and Council officers working in this field. Furthermore, research suggested that attendance improved where the full range of statutory powers were used. The LA had carried out a consultation with schools regarding how overall absence could be reduced. The response to the proposals made in the consultation was overwhelmingly positive. The Early Intervention Service would provide some additional targeted support for those pupils who were persistently absent and their families but enforcement measures would remain an option.

The officer made the following additional points:

- Police officers, the local authority, head teachers and those authorised by them (deputy and assistant head only) were authorised to issue FPNs for unauthorised absences;
- the Local Authority was required to publish a local code of conduct setting out how the penalty notice scheme would work for all schools in the area. In practice, the vast majority of penalty notices are issued by Local Authorities. To date, Harrow has never issued a penalty notice for school attendance;
- Harrow had a higher authorised absence figure than the average of its statistical neighbours;
- hard to reach groups and those parents whose first language was not English may require additional support.

A School Employees' Representative stated that both teachers and school headteachers felt that the policy was a coherent approach and supported it. The Representative for post-16 providers agreed with this and added that extensive unauthorised absences could have a detrimental effect on both the child, the teacher and other pupils in the class.

An officer stated that this initiative would be publicised through the Council's website, schools' newsletters if agreed, and the Harrow People magazine. The Standing Advisory Council on Religious Education was providing supportive advice to schools on days of religious observance.

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

### **131. Information Report: Fair Access Protocol - Department for Education Advice**

The Forum received a report of the Head of Education Strategy and School Organisation which highlighted a report issued by the Department for Education (DfE) regarding Fair Access Protocols.

An officer stated that the DfE had issued additional advice regarding the Principles and Processes regarding the Fair Access Protocols (FAPs) in November 2012. The Council was consulting local schools on the FAP as part of the consultation on admission arrangements. It was proposed that all schools, regardless of their designation, would be asked to take children in line with the FAP. Every Local Authority was required to devise a FAP in agreement with the majority of its schools, and this was binding on all schools.

Following questions and comments from Members of the Forum, an officer advised that the FAP came into operation when there was no school with a place in the child's relevant year group that was a reasonable travelling distance from home, (the maximum distance was 2 miles for children under 8 years of age and 3 miles for those over 8 years of age). The information that was provided to the Fair Access Panel included the name and address of the pupil, and any schools indicated by the parent(s) as a preference as well as alternative schools that had been suggested by the Admission Service. Preferences were indicated though not ranked.

A Member who was a Member of Harrow's Fair Access Panel stated that the Panel consisted of three Councillors and two head teachers from Harrow Schools. The Panel often received letters regarding pupil numbers at their schools from the head teachers. The Panel was required to balance the needs of the child against the needs of the school being allocated. Space, health and safety issues, and the number of Special Educational Needs and disabled pupils in a class was also taken into consideration when allocating places.

A School Employee representative stated that in her view the FAP operated fairly and the allocation of children was spread equally across all Harrow schools.

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

### **132. Secondary School Strategy**

The Forum received a report of the Corporate Director of Children and Families, which set out the proposed approach to develop a secondary school place planning strategy to ensure that there were sufficient secondary school

places in Harrow. An officer advised that the Local Authority (LA) had a statutory duty to provide sufficient school places. The LA was no longer a direct provider but a commissioner of school places and was required to formulate a joint strategy with schools. In recent years increased demand for school places, particularly in the primary sector, was being met through the School Expansion Programme, phase 1 of which had been agreed. It was anticipated that the pressure for secondary places would intensify in future years.

The Post-16 provider representative stated that from September 2013, colleges would be able to offer places to 14-16 year olds and that this should be factored in to the LA's planning.

Following questions and comments from Forum Members, an officer advised that:

- there were 160 places at Key Stage 4 available at the new Free school, the Jubilee Academy, which would open in September 2013. Those pupils at risk of exclusion were among those who would be offered a place;
- the new Free school, Avanti House, which was based at the Teachers' Centre, had 180 places available in year 7.

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

### **133. School Term Dates 2014/15**

The Forum received a report of the Head of Education Strategy and School Organisation which set out proposed school term dates for the academic year 2014/15 for consultation with constituent groups. An officer advised that the Council was required to determine school term dates for Community Schools and that all schools were required to provide schooling for 190 days. In the case of Voluntary Aided Schools, Academies, Free or Foundation Schools, this was the responsibility of the Governing Body. He added that:

- the draft proposed model had been developed based on the Harrow Agreed Principles;
- the three Occasional Closure Days allowed schools the flexibility to choose which, if any, additional religious holidays they wished to close on.

An officer requested Forum Members to consult with constituent group members and feedback at the March 2013 meeting of the Forum.

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

**134. Date of Next Meeting**

**RESOLVED:** To note that the next meeting of the Forum would take place on 21 March 2013.

(Note: The meeting, having commenced at 7.30 pm, closed at 9.05 pm).

(Signed) COUNCILLOR ZARINA KHALID  
Chairman

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**REPORT FOR: EDUCATION STRATEGY  
CONSULTATIVE FORUM**

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<b>Date of Meeting:</b>	21 March 2013
<b>Subject:</b>	School Organisation
<b>Key Decision:</b>	No
<b>Responsible Officer:</b>	Catherine Doran, Corporate Director of Children and Families
<b>Portfolio Holder:</b>	Councillor Mitzi Green, Portfolio Holder for Children, Schools and Families
<b>Exempt:</b>	No
<b>Decision subject to Call-in:</b>	No
<b>Enclosures:</b>	None

**Section 1 – Summary and Recommendations**

This report updates the Education Strategy Consultative Forum on school organisation and related matters.

**Recommendations:**

The Education Strategy Consultative Forum is requested to note the report.

**Reason: (For recommendation)**

To support the Local Authority to fulfil its statutory duties to provide sufficient

school places in its area as part of its strategic role as champion for parents and families, for vulnerable pupils and of educational excellence.

## **Section 2 – Report**

### **Introduction**

1. The Education Strategy Consultative Forum receives reports on school place planning and school organisation matters. The Local Authority has a statutory responsibility to provide sufficient school places for its area.
2. The role of the Local Authority is changing in light of the Government's education reforms. The Local Authority increasingly has a strategic role to commission services rather than to be a provider. Schools are encouraged by the Government to become autonomous and more removed from direct local authority involvement through the academy school and free school programmes and changes to funding arrangements. In this new strategic role it is important for the Local Authority to consider how it will:
  - ensure sufficient high quality school places;
  - promote and secure school organisation to support sustained school improvement;
  - continue to promote schools in Harrow at the heart of the community; and
  - promote choice for parents and excellence in education standards.
3. This report updates the Forum about the following matters:
  - Primary school place planning
  - Secondary school place planning
  - Admissions in September 2013
  - Free Schools
  - Strategic Approach to School Organisation
  - Special School and SEN Placement Planning Framework
  - School Capital Funding Allocations

### **Options considered**

4. Harrow Cabinet considered a report on School Organisation at its meeting on 22 November 2012. Cabinet resolved to :
  - Note the latest school roll projections that indicate a higher and later peak in demand for additional primary school places.



- Note the implications for additional school places that will be required and the significant pressure on the Council to fulfil its statutory responsibilities to provide sufficient school places.
  - Agree that a second phase of primary schools should be moved to the statutory process for permanent expansion.
  - Delegate to the Corporate Director Children and Families, in consultation with the Portfolio Holder for Children, Schools and Families, the decision about the final list of schools that should be moved to the statutory process for permanent expansion.
  - Agree to receive a report in April 2013, following the statutory consultations, to decide the schools about which statutory expansion proposals will be published.
  - Approve the approach to reviewing and achieving preferred models of school organisation with a report back to Cabinet in April.
5. Officers continue to work with schools to identify and confirm those that will be proposed to be taken forward for permanent expansion. Work is also being progressed on the strategic approach to school organisation as outlined in this report. When this work is completed there will be a further report to Cabinet.

### **Primary School Place Planning**

6. The updated 2012 projections commissioned from the Greater London Authority predicted that the demand for Reception places will be higher than previously forecast and will peak in 2018/19, which is two years later than previously forecast. The high level of demand is then predicted to continue with a slight and gradual reduction thereafter. The Demographic Information School Roll Projections 2013 – 2022 Report was attached to the report to this Forum on 3 December 2012.
7. In September 2012, twelve temporary additional Reception classes were opened to meet the increased demand. This was a 50% increase above the September 2011 level of eight temporary additional Reception classes.
8. Following statutory school expansion processes, Cabinet resolved at its meeting on 20 June 2012 to expand nine primary sector schools on seven sites from 2013. These expansions represent significant progress to increase the number of permanent school places and to meet the challenge of the increasing demand. Phase two of the primary school expansion programme is intended to meet the demand predicted in the latest school roll projections.
9. The challenge of providing additional places is complex. It can only be successfully met in partnership with schools and needs to take account of the government's reform agenda, including the free school and academy initiatives. The scale of the challenge is such that the solution will require all schools to contribute through expansion or temporary additional classes.

10. All primary sector schools have been invited to consider taking a bulge class and/or permanent expansion and officers have been visiting a number of schools to discuss their individual contribution to the solution. The need to complete this work, and the delayed announcement by the Government of the capital funding allocations for 2013/14 and 2014/15, mean that the decision of the final list of schools to be proposed for expansion has yet to be made and the timeline for the statutory processes needs to be revised.
11. It is expected that up to 7 temporary additional Reception classes will be required in September 2013 to supplement the 7 community school expansions agreed.

### **Secondary School Place Planning**

12. In accordance with the projections there will be increasing demand on Year 7 places in secondary schools from September 2016. This will gradually increase. Currently there are a higher number of Year 7 vacancies than is desirable but this position is not replicated across the different year groups. There are a number of variables around secondary school place planning, including the Government's Free School programme, and the position will be kept under review moving forward.
13. Initial discussion has been held with high school headteachers about the development of a secondary school place planning strategy that was reported to the January meeting of the Forum. The aim of the strategy would be to consider options that would increase the capacity in secondary schools in Harrow to ensure that there are sufficient secondary school places. It would also provide a framework to bring together the strategic planning of the local authority with individual school development planning. The conclusion of this initial discussion was that the high schools did not wish to progress work on a strategy at this time but to maintain dialogue about school place planning and other strategic issues.

### **Admissions in September 2013**

#### Applications for Year 7 places in September 2013

14. All applicants for Year 7 places in Harrow have been offered places. On the offer date of 1 March 2013, 85% of applicants were offered their first or second preference, and 71% of applicants were offered their first preference.

#### Applications for Reception places in September 2013

15. The applications for Reception places are being processed in accordance with the Pan-London coordinated admissions arrangements. Modelling is being undertaken to ensure sufficient temporary additional Reception classes are established to meet the demand for places. 3,000 applications were received from Harrow residents by the closing date for applications. This represented an overall increase of 204 from 2012.

## Free Schools

### Avanti House School

16. The Avanti House free school opened in September 2012 in temporary locations at Harrow Teachers' Centre and Krishna Avanti Primary School. This followed consultation processes which led to the Avanti Schools Trust and the Education Funding Agency identifying the Harrow Teachers' Centre site as the preferred permanent location for the all-through free school. Harrow Council facilitated and supported the temporary arrangements and co-operated with the Education Funding Agency to support its work to bring forward permanent proposals and to facilitate continued temporary arrangements until the permanent scheme was in place.
17. On 27 February, Council officers met with representatives of the Education Funding Agency and were informed that the outcome of Education Funding Agency feasibility study concluded that the Harrow Teachers' Centre is no longer the preferred permanent site for the school. The Education Funding Agency is pursuing an alternative permanent site for the school in the London Borough of Barnet. The precise location of the school has not been revealed because it is commercially confidential.
18. The Education Funding Agency has decided on the following temporary arrangements for the next academic year 2013/14:
  - the secondary phase of Avanti House School will be moved into temporary accommodation in the London Borough of Barnet;
  - the primary phase will be located at Krishna Avanti Primary School for the year.
19. Council officers will work to ensure that the transition of the school is as smooth as possible and that the disruption caused by this move is kept to an absolute minimum.

### Jubilee Academy

20. The Jubilee Academy is being established from September 2013. The Education Funding Agency is progressing the identification of the site. The principal has been appointed and detailed work is being progressed for the opening of the academy.

### The Olympic Academy

21. Academy high schools in Harrow applied to the Department for Education to establish The Olympic Academy free school, a three form entry primary school in Harrow, from September 2013. This application was not successful at the short listing stage.

### Implications for school place planning

22. The Department for Education's decisions about free schools will have an impact on Harrow's school place planning. There is less impact for secondary school places given the current number of Year 7 vacancies in high schools. A school on the Harrow Teachers' Centre site is required to meet the increased demand for school places in future years

and this is reflected in the Core Strategy for the development of the area. The Council will now work with other partners to look into the possibility of opening a new free school at the Teachers' Centre site.

23. However, for primary school places where there is considerable pressure, from September 2014, the local authority will need to plan for additional places that would have been provided by Avanti House and The Olympic Academy. At this stage in the development of Avanti House, although there is no established pattern of application for places at the school, 60 extra places were available for school place planning. From September 2014, these places will not be in Harrow, and officers will need to make additional planning for these places.

## **Strategic Approach to School Organisation**

### Academies

24. Harrow has been reviewing its approach to school organisation in its role as a commissioner of school places, and in the context of the Government's current policies and legislation.
- Nine of the current 62 schools in Harrow are academy schools.
  - The academy school programme continues to be strongly promoted by the government and it can be expected that more schools in Harrow will convert to academy status.
  - The Jubilee Academy free school is due to open in September 2013.
  - In August 2012, two schools in different parts of the borough formed a statutory federation, with one governing body and one headteacher for the two schools, with a strong focus on improving educational standards
  - Any new schools would be free schools rather than community schools.
25. On 7 February 2013, a conference was arranged by primary sector schools with the support of the local authority to promote discussion about different approaches to school organisation. The conference was well attended by schools and will assist their thinking about possible approaches they could adopt, perhaps in groups and perhaps as academies.
26. A number of schools are investigating academy status. Alexandra School is in the formal process of academy conversion and will become an academy on 1 September 2013.

### Amalgamation

27. Two pairs of infant/first and junior schools are in the statutory processes to combine in line with the Council's Amalgamation Policy. These processes have generated queries about alternative models of school organisation including conversion to academy status and federation.
28. It is recognised that since the amalgamation policy was agreed there have been significant changes to education legislation which offer other management and governance arrangements to support continued school improvement and achieve the education benefits of a combined school.

The local authority's preferred model of school organisation is for combined primary schools. The local authority will continue to review its approach to school organisation.

## **Special Schools and Special Educational Needs Placement Planning Framework**

### Consultation

29. A consultation on the draft Special School and SEN Placements Planning Framework and options to increase provision was undertaken from Monday 12 November to Friday 21 December. Consultation documents were distributed to all schools, chairs of governors, colleges and other stakeholders. Meetings for parents were also held at Woodlands, Kingsley and Shaftesbury.
30. The purpose of the Framework is to set out how capacity for children and young people with special educational needs in Harrow could be increased to meet the rising demand. The options were around increasing early years provision and post-16 and additionally resourced provision at mainstream schools.
31. The numbers of responses was fairly low. However, it is hoped that this is very much the beginning of what we hope will be further engagement.
32. There were a number of key themes arising from the consultation including:
  - Positive comments about Kingsley, Shaftesbury and Woodlands.
  - Recognition of the need to increase provision and the challenges that this presents.
  - Responses suggested increasing the size of existing schools, but also acknowledged the site restrictions and the importance of not increasing the schools to a size that would lose their sense of community.
  - Both Kingsley and Shaftesbury governors would want to retain their post-16 provision.
  - A number of comments were made about the range of pupil need that would need to be met in the proposal for an additional post-16 provision, and about points of transition.
  - Suggestions were made about increasing specific provision e.g. for children and young people with autism, opening another special school.

Although Alexandra School will become an academy school, as part of the Eden Group, on 1 September 2013, the school will remain a key partner in future SEN provision.

### Post-16 Conversation

33. A post-16 conversation has been started with the special school headteachers and the college principals. There were positive initial discussions and general agreement about the need to increase capacity and opportunities in Harrow.

34. The discussions clarified that additional provision would be developed with schools and colleges, building on the strengths of schools and colleges, that the governance models would be explored and the provision needed to be sustainable.
35. The group will be meeting again before Easter and will need to begin to consider a timescale and define the models that could be taken forward. This will also need to link with capital funding opportunities outlined below.

#### Early Years Conversation

36. There has been an initial discussion with Woodlands School and a further discussion is planned with wider representatives after Easter.

#### Mainstream Schools Additional Provision

37. Three specific responses were received in relation to the option to create additional resourced provision on mainstream school sites. Two responses came from individual primary schools expressing interest in provision at their schools and a generic response from the high schools indicating an interest to explore this further. A draft specification is being prepared to inform these discussions further.

#### Special Free Schools

38. A number of sponsors have approached the local authority in terms of their applications to establish free schools in Harrow or the surrounding area. The Department for Education is expected to announce the successful applications around Easter. Officers will need to assess the impact of any successful submissions on current provision. There may be additional capacity within the area and other potential implications, for example a change in profile of pupils, pathways etc.

#### Next Steps

- Continue conversations on Post-16 and Early Years. Scope the project with timelines.
- Draft capital business cases for the above.
- Develop a commissioning specification for the additionally resourced provision in mainstream schools for both ASD and EBD.
- Increase the engagement with parents in the development and refinement of options.
- Report to Cabinet on the recommended framework.

#### **School Capital Funding Allocations**

39. There have been two announcements for capital funding to which the local authority and partners have access to support the growth in pupil populations.

#### Department for Education Allocation for 2013/14 and 2014/15

40. On 1 March 2013 the Government announced the school capital allocations for the next two financial years 2013/14 and 2014/15. This announcement was delayed from December 2012.

41. For its Basic Needs funding allocation for the next two years Harrow's allocation is £14,692,131. This is an additional £8.8million based on previous allocations.
42. The funding is for school places and will go towards funding the Council's school expansion programme, which is designed to meet the increasing number of children needing school places.
43. The Department for Education also announced the launch of the Targeted Basic Need programme for additional school places in any phase or sector and includes special schools. This funding will be allocated to local authorities following an application process and successful applications will be announced in June. In partnership with schools, officers will be considering the detail and opportunities that this offers for school place planning in Harrow.

#### 16-19 Demographic Growth Capital Fund

44. The Education Funding Agency (EFA) has announced this funding to help local authorities with the commissioning of additional post-16 places due to the growing population; greater participation; provision for young people not in education, employment for training (NEETs); and additional places for learners with Learning Difficulties and Disabilities (LDD). It covers schools, including Academies, FE Colleges and other providers for learners with LDD.
45. Officers will be working in partnership with the schools and colleges to consider what opportunities there are for this funding to support in particular the development of provision for pupils and young people with special educational needs.

### **Legal Implications**

46. The Council has a statutory duty under the Education Act 1996 to ensure the provision of sufficient schools for the provision of primary and secondary education in their area.
47. There is a statutory process for permanently expanding maintained schools. This process includes statutory consultation and the publication of proposals with a formal representation period. The statutory requirements and national guidance will be followed when progressing any proposals of expansion of an individual school.

### **Financial Implications**

48. The extension of the school expansion programme will inevitably have financial implications. School revenue budgets are funded from the Dedicated Schools Grant (DSG). As the Department for Education (DfE) allocates DSG based on pupil numbers, any increase in pupil numbers results in additional revenue funding. This revenue funding is then allocated to schools based on the Schools' Funding Formula.

49. From 2013/14 the DfE has introduced significant changes to school funding, part of which is arrangements for funding in year pupil growth. Schools Forum has approved the creation of a ring fenced Growth Fund from the DSG, which provides £1.134m of funding for additional classes identified through the Primary Expansion Programme for September 2013. This provides £63,000 of revenue funding for each additional class to provide for basic costs for the period September 2013 to March 2014. In the following year the mainstream funding formula will take effect. This funding is available for additional classes in both maintained and academy schools but not Free Schools.

## **Capital**

50. The current expansion programme is estimated to cost £26.2m over the period up to 2015/16. The recent DfE announcement of Basic Need capital funding of £14.7m for the 2 years 2013/14 and 2014/15 means that the first phase of the programme can be funded from DfE capital grants.
51. A further expansion programme will require additional capital spend, although until the expansion programme is developed it is not possible to quantify the cost. Estimated costs will form part of the detailed report to be brought to Cabinet in due course. In developing the expansion proposals officers will seek to mitigate the financial impact by maximising the benefits from government policies and new housing development, for example, the contribution of Free Schools to school provision, Section 106 contributions to mitigate the impact of new housing developments within Harrow and the application of the Priority School Building Programme to the delivery of expanded schools. Whilst the timing of the latter has created difficulties for delivery of the first phase of the expansion programme it has definite potential for the delivery of phase two. However they are likely to be insufficient to fully fund the cost of phase 2 of the expansion programme so additional council funding may be required from 2014/15 onwards. Any requirement for council funding will be dependent upon future funding allocations including the new funding streams of the Targeted Basic Need Programme and the 16-19 Demographic Growth Capital Fund. The capital cost of delivering a second phase of school expansion would need to be considered as part of setting the Council's Capital Programme.

## **Risk Management Implications**

52. The directorate and corporate risk management implications for the council arising from school place planning are included on the directorate and corporate risk registers.
53. The key risks for this programme are affordability and an over or under estimate of pupil growth.

## **Equalities implications**

54. An initial Equalities Impact Assessment has been undertaken on the school expansion programme. The conclusion of this assessment is that



the implications are positive or neutral in that the school expansion programme will ensure sufficient school places for the increasing numbers of children in Harrow. As proposals for permanent expansion are brought forward, there will be Equalities Impact Assessments undertaken on specific proposals.

55. Harrow's schools are successful and inclusive and provide a diversity of provision. The school expansion programme will ensure sufficient school places for the increasing numbers of children in Harrow and will build on the successful provision that already exists in Harrow's schools. The Special School SEN Placements Planning Framework that is being developed will consider the potential increased demand for school places for children with disabilities arising from the growth in the school age population overall.

### Corporate Priorities

56. These considerations will support the Council's Corporate Priorities:
- United and involved communities: A Council that listens and leads.
  - Supporting and protecting people who are most in need.

### Section 3 - Statutory Officer Clearance

Name:	Emma Stabler	<input checked="" type="checkbox"/>	on behalf of the Chief Financial Officer
Date:	12 March 2013		
Name:	Sarah Wilson	<input checked="" type="checkbox"/>	on behalf of the Monitoring Officer
Date:	11 March 2013		

### Section 4 - Contact Details and Background Papers

**Contact:** Johanna Morgan, Education Lead School Organisation  
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**Background Papers:**  
None

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**REPORT FOR: EDUCATION STRATEGY CONSULTATIVE FORUM**

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<b>Date of Meeting:</b>	21 March 2013
<b>Subject:</b>	School Term Dates 2014/2015
<b>Key Decision:</b>	No
<b>Responsible Officer:</b>	Adrian Parker, Head of Education Strategy and School Organisation
<b>Portfolio Holder:</b>	Councillor Mitzi Green, Portfolio Holder for Children, Schools and Families
<b>Exempt:</b>	No
<b>Decision subject to Call-in:</b>	No
<b>Enclosures:</b>	Annexe A – Draft School Term Dates: 2014/2015 Annexe B – Summary of models from other local authorities

**Section 1 – Summary and Recommendations**

This report presents the Forum with a proposal for the school term dates for the academic year 2014/2015.

**Recommendations:**

The Education Strategy Consultative Forum is asked to:

1. Consider the proposal recommended in paragraph 19;
2. Make a recommendation to the Portfolio Holder to determine the School Term Dates for 2014/2015.

**Reason: (For recommendation)**

In order to fulfil the council's requirement to determine the school term dates for 2014/2015.

## **Section 2 – Report**

### **Introduction**

1. Schools are required by statute to provide schooling for 190 days. Teaching staff are required by their terms and conditions to complete 195 days including 5 development days.
2. Under section 32 of the Education Act 2002, in respect of community schools, the Local Authority shall determine the dates when school terms and holidays are to begin and end, and the Governing Body shall determine the times of the school sessions.
3. For voluntary aided schools, academies, free schools, foundation or foundation special schools the responsibility for determination of school dates and times of school sessions all rest with the Governing Body.
4. The Education Strategy Consultative Forum annually recommends the term dates for each school year. At a meeting earlier in the school year models available are circulated to the Forum for consultation with their constituent groups. Following consultation about proposals for term dates, the recommendations of the Education Strategy Consultative Forum are reported to the responsible Portfolio Holder for decision.
5. In previous years the LGA has coordinated the preparation of a Standard School Year draft for each year. However, the LGA has decided to stop coordinating the development of draft models for standard school years. This is because only around 40% of areas are now following the Standard School Year. The government's policies to promote academies and free schools will mean that increasingly school governing bodies will be determining the school term dates for their schools.

### **Harrow Agreed Principles**

6. The Education Strategy Consultative Forum agreed a set of principles to apply to School Term Dates for Harrow. These are as follows:
  - The school year to be set with 195 days, incorporating 5 development days
  - Schools to determine the development days
  - The school year to start on the first useful day in September
  - The October break to be one full week, the last full week in October
  - A 10 school day break at Christmas
  - A 10 school day break at Easter/Spring
  - A one week break in February and May/June
  - A summer break of 5-6 weeks (not more than 6 weeks)

### **Options considered**

7. At the Forum meeting held on 30 January 2013, a draft model was presented that draws on information from an internet search of proposed School Term Dates for 2014/15 and conforms to the Harrow Agreed Principles.

Representatives undertook to consult with constituent group members and feedback at this meeting.

### **Other local authority models available**

8. Hertfordshire is the only local authority neighbouring Harrow that has agreed School Term Dates for 2014/15. The Hertfordshire dates are the same as the recommended model below, with the following variations:
  - Spring Term 2015 ends on Thursday 2 April 2015 (Maundy)
  - Summer Term 2015 starts on Monday 20 April and ends on Wednesday 22 July 2015.
9. Hillingdon is consulting on two models. Both models start and end the school year on different dates from Harrow. The first model has a later Easter break than the Harrow model.
10. Ealing and Hounslow are consulting on the London Inter-Authority Admission group (LIAAG) model that proposes the following variation to the draft Harrow model:
  - Autumn Term 2014 half term to be week beginning 17 October (i.e. a week earlier)Ealing include 3 occasional days in their school year (totalling 198 days) so governing bodies can take account of the need to observe religious festivals other than Christmas and Easter. Their proposed date for the end of the summer term 2015 is Friday 24 July 2015.
11. The LIAAG reasoning is from a school admissions point of view, in that the earlier October half term means the closing date for secondary applications (31 October 2014) is in term time, allowing primary schools to play a role up to the closing date in ensuring the applications of Year 6 pupils are in. The national primary offer date (16 April 2015) does not fall within the Easter break in the recommended model.
12. It should be noted that secondary schools and the local authority recommend that parents submit applications for admissions by the last day of the first half of Autumn term so parents can ensure that applications reach the local authority (and any supplementary information form reaches school) by 31 October.
13. An additional perspective offered by LIAAG is that, now the Department for Education is reporting on absence to the end of the summer term rather than May, it is better to avoid extending the summer term beyond Monday 20 July 2015.
14. Brent and Barnet have not begun their consultation processes about School Term Dates 2014/15 and, when doing so, will expect to take account of the models proposed or adopted by neighbouring local authorities.
15. A summary of other local authority models is provided in Annexe B.

### **Feedback from constituent groups**

16. The colleges have no strong opinions and will take account of the recommendation made by the Forum. The most important thing from the perspective of the colleges is that the dates for Harrow and Hertfordshire and

Brent are the same. Different dates are definitely going to cause problems because many staff and students live in Hertfordshire (particularly Watford and Bushey) and Brent so would potentially have childcare problems. There is a preference for a later Easter break because it means the maximum amount of work can be done before the break by A level students who are in examination mode when they return.

17. Diwali in 2014 will start on Thursday 23 October and will continue for 5 days until Monday 27 October.
18. Feedback has not been received from other constituent groups by the time of writing this report and will need to be considered at the meeting.

### Recommendation

19. It is recommended that the draft model in Annex A is adopted for Harrow. The table below summarises the proposed term dates.

<b>Term</b>	<b>Dates</b>	<b>School Days</b>
<b>Autumn Term 2014</b> 15 weeks	Monday 1 September 2014 to Friday 24 October 2014	<b>40</b>
	<i>Half Term Monday 27 October 2014 to Friday 31 October 2014</i>	
	Monday 3 November 2014 to Friday 19 December 2014	<b>35</b>
<b>Spring Term 2015</b> 11 weeks	Monday 5 January 2015 to Friday 13 February 2015	<b>30</b>
	<i>Half Term Monday 16 February 2015 to Friday 20 February 2015</i>	
	Monday 23 February 2015 to Friday 27 March 2015	<b>25</b>
<b>Summer Term 2015</b> 13 weeks	Monday 13 April 2015 to Friday 22 May 2015	<b>29</b>
	<i>Half Term Monday 25 May 2015 to Friday 29 May 2015</i>	
	Monday 1 June 2015 to Monday 20 July 2015	<b>36</b>
<b>Total</b>	School Days including INSET days	<b>195</b>

- Notes:
1. Good Friday is 3 April 2015.
  2. Easter Monday is 6 April 2015.
  3. Early May Bank Holiday is on Monday 4 May 2015.

### Occasional Days

20. At their meeting in June 2009, the Education Consultative Forum agreed to introduce Occasional Days. These allow governing bodies to agree to up to 3 additional closure days to take account of the need to observe Non-Christian religious festivals. If 3 occasional days are adopted then the school year will be 198 days and the additional days must be added to the end of the summer term.

## Financial Implications

21. None.

## Risk Management Implications

22. The consultation process through the Education Strategy Consultative Forum ensures that stakeholder views are taken into account to minimise risk management issues.

## Equalities Implications

23. The Harrow agreed principles were developed following consultation with schools, governors, parents and other partners and take account of the needs of Harrow's diverse community. Schools are able to adopt up to three occasional closure days to meet specific community needs.

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

## Corporate Priorities

25. These considerations will support the Council's Corporate Priorities:

- United and involved communities: A Council that listens and leads.
- Supporting and protecting people who are most in need.

## Section 3 - Statutory Officer Clearance

Name:	Emma Stabler	<input checked="" type="checkbox"/>	on behalf of the Chief Financial Officer
Date:	5 March 2013		
Name:	Sarah Wilson	<input checked="" type="checkbox"/>	on behalf of the Monitoring Officer
Date:	5 March 2013		

## Section 4 - Contact Details and Background Papers

**Contact:** Chris Melly, Senior Professional, School Organisation,  
020 8420 9270 [chris.melly@harrow.gov.uk](mailto:chris.melly@harrow.gov.uk)

**Background Papers:** None

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**Annexe A - ESCF DRAFT SCHOOL TERM DATES 2014/2015 ACADEMIC YEAR**

July 2014	
Monday	7 14 21 29
Tuesday	1 8 15 22 29
Wednesday	2 9 16 23 30
Thursday	3 10 17 24 31
Friday	4 11 18 25
Saturday	5 12 19 26
Sunday	6 13 20 27

August 2014	
Monday	4 11 18 25
Tuesday	5 12 19 26
Wednesday	6 13 20 27
Thursday	7 14 21 28
Friday	1 8 15 22 29
Saturday	2 9 16 23 30
Sunday	3 10 17 24 31

September 2014	
Monday	1 8 15 22 29
Tuesday	2 9 16 23 30
Wednesday	3 10 17 24
Thursday	4 11 18 25
Friday	5 12 19 26
Saturday	6 13 20 27
Sunday	7 14 21 28

October 2014	
Monday	6 13 20 27
Tuesday	7 14 21 28
Wednesday	1 8 15 22 29
Thursday	2 9 16 23 30
Friday	3 10 17 24 31
Saturday	4 11 18 25
Sunday	5 12 19 26

November 2014	
Monday	3 10 17 24
Tuesday	4 11 18 25
Wednesday	5 12 19 26
Thursday	6 13 20 27
Friday	7 14 21 28
Saturday	1 8 15 22 29
Sunday	2 9 16 23 30

December 2014	
Monday	1 8 15 22 29
Tuesday	2 9 16 23 30
Wednesday	3 10 17 24 31
Thursday	4 11 18 25
Friday	5 12 19 26
Saturday	6 13 20 27
Sunday	7 14 21 28

January 2015	
Monday	5 12 19 26
Tuesday	6 13 20 27
Wednesday	7 14 21 28
Thursday	1 8 15 22 29
Friday	2 9 16 23 30
Saturday	3 10 17 24 31
Sunday	4 11 18 25

February 2015	
Monday	2 9 16 23
Tuesday	3 10 17 24
Wednesday	4 11 18 25
Thursday	5 12 19 26
Friday	6 13 20 27
Saturday	7 14 21 28
Sunday	1 8 15 22

March 2015	
Monday	2 9 16 23 30
Tuesday	3 10 17 24 31
Wednesday	4 11 18 25
Thursday	5 12 19 26
Friday	6 13 20 27
Saturday	7 14 21 28
Sunday	1 8 15 22 29

April 2015	
Monday	6 13 20 27
Tuesday	7 14 21 28
Wednesday	1 8 15 22 29
Thursday	2 9 16 23 30
Friday	3 10 17 24
Saturday	4 11 18 25
Sunday	5 12 19 26

May 2015	
Monday	4 11 18 25
Tuesday	5 12 19 26
Wednesday	6 13 20 27
Thursday	7 14 21 28
Friday	1 8 15 22 29
Saturday	2 9 16 23 30
Sunday	3 10 17 24 31

June 2015	
Monday	1 8 15 22 29
Tuesday	2 9 16 23 30
Wednesday	3 10 17 24
Thursday	4 11 18 25
Friday	5 12 19 26
Saturday	6 13 20 27
Sunday	7 14 21 28

July 2015	
Monday	6 13 20 27
Tuesday	7 14 21 28
Wednesday	1 8 15 22 29
Thursday	2 9 16 23 30
Friday	3 10 17 24 31
Saturday	4 11 18 25
Sunday	5 12 19 26

August 2015	
Monday	3 10 17 24 31
Tuesday	4 11 18 25
Wednesday	5 12 19 26
Thursday	6 13 20 27
Friday	7 14 21 28
Saturday	1 8 15 22 29
Sunday	2 9 16 23 30

September 2015	
Monday	7 14 21 29
Tuesday	1 8 15 22 29
Wednesday	2 9 16 23 30
Thursday	3 10 17 24
Friday	4 11 18 25
Saturday	5 12 19 26
Sunday	6 13 20 27

Term Lengths	
Sept to Oct Half Term - 40	
October to Christmas - 35	
Jan to Feb half term - 30	
Feb to Easter - 25	
Easter to June Half Term - 29	
June to end of term - 36	

**Admissions Dates**

- 31 October 2014 Secondary applications closing date
- 15 January 2015 Primary applications closing date
- 2 March 2015 Secondary offer date
- 16 April 2015 Primary offer date

**Key**

- Bank Holiday
- School Holiday
- School Day

**Bank Holidays**

- 25 August 2014 (Summer Bank Holiday)
- 25 & 26 December (Christmas Day Hol)
- 1 January 2015 (New Years Day Hol)
- 3 April 2015 (Good Friday)
- 6 April 2015 (Easter Monday)
- 4 May 2015 (May Day)
- 25 May 2015 (Spring Bank Holiday)
- 31 August 2015 (Summer Bank Holiday)

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### Summary of internet search and contact with neighbouring boroughs School Term Dates 2014/15

(Note: highlighted dates indicate differences from Harrow's proposed dates)

	Harrow	Hertfordshire	LIAAG & Hounslow & Ealing	Hillingdon 1	Hillingdon 2	RBWM 1	RBWM 2
<b>Autumn Term</b>	1 September	1 September	1 September	2 September	2 September	4 September	3 September
	24 October	24 October	17 October	24 October	24 October	24 October	24 October
<b>Autumn Term</b>	3 November	3 November	27 October	3 November	3 November	3 November	3 November
	19 December	19 December	19 December	19 December	19 December	19 December	19 December
<b>Spring Term</b>	5 January	5 January	5 January	5 January	5 January	5 January	5 January
	13 February	13 February	13 February	13 February	13 February	13 February	13 February
<b>Spring Term</b>	23 February	23 February	23 February	23 February	23 February	23 February	23 February
	27 March	2 April	27 March	2 April	27 March	27 March	2 April
<b>Summer Term</b>	13 April	20 April	13 April	20 April	13 April	13 April	20 April
	22 May	22 May	22 May	22 May	22 May	22 May	22 May
<b>Summer Term</b>	1 June	1 June	1 June	1 June	1 June	1 June	1 June
	20 July	22 July	20 July	22 July	22 July	22 July	22 July

Note: RBWM = The Royal Borough of Windsor & Maidenhead.

Barnsley, Rotherham and North Somerset propose the Harrow model.

Ealing propose to adopt the LIAAG model. Ealing include 3 occasional days in their school year (totalling 198 days) so governing bodies can take account of the need to observe religious festivals other than Christmas and Easter. Their proposed date for the end of the summer term 2015 is Friday 24 July 2015.

Brent and Barnet have not begun their consultation processes about School Term Dates 2014/15 and, when doing so, will expect to take account of the models proposed or adopted by neighbouring local authorities.

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**REPORT FOR: EDUCATION STRATEGY  
CONSULTATIVE FORUM**

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<b>Date of Meeting:</b>	21 March 2013
<b>Subject:</b>	Development of the Early Years Strategy- the two year old offer
<b>Key Decision:</b>	No
<b>Responsible Officer:</b>	Adrian Parker, Head of Education Strategy and School Organisation
<b>Portfolio Holder:</b>	Councillor Mitzi Green, Portfolio Holder for Children, Schools and Families
<b>Exempt:</b>	No
<b>Decision subject to Call-in:</b>	No
<b>Enclosures:</b>	Executive summary Needs assessment - early years

**Section 1 – Summary and Recommendations**

This report updates the Forum about Harrow's approach to two year old funding.

**Recommendations:**

1. The Education Strategy Consultative Forum is requested to consider the proposals for the development of the two year old offer and bring to the meeting any comments on possible actions to address the priorities

**Reason: (For recommendation)**

To ensure that Early Years services deliver better outcomes for children most at risk of under-achievement and exclusion.

## **Section 2 – Report**

### **Introductory paragraph**

1. The purpose of this paper is to outline the progress made in the development of the early years strategy to deliver improved outcomes and reduce the achievement gap at 5 years of age through the development of the two year old offer.

### **Background**

2. The Early Years Strategy Board has been meeting on a monthly basis since May 2012, and its membership is drawn from a broad range of service providers, including representatives from the private, voluntary and independent sectors, schools and health, as well as children's centres and special needs.
3. The board is committed to broaden participation by parents and communities at risk of exclusion and under-achievement, as well as with key stakeholders, including service providers in health and the LA, schools, and children's centres, as well as private voluntary and independent early years providers
4. A number of consultative forums with key stakeholders have focused on some key questions in relation to the three priorities of
  - broadening participation;
  - building capacity; and
  - improving quality for all.

### **Current context**

5. In Harrow 9% of children access their free entitlement as two year olds for up to 10 hours per week in 27 high quality PVI providers. Twenty seven settings are eligible to receive funding for two year olds. These settings have all been quality assured by the LA and have been judged by Ofsted to be good or outstanding. Between them these settings are able to provide 287 places. There are currently 29 children awaiting a place in one of these settings.
6. These high quality settings are located in 18 of the 21 wards in the borough and all are over-subscribed. The three exceptions are Queensbury, Roxeth and Marlborough wards.

7. In 2012 the LA has reviewed its criteria for the allocation of places, to include children known to the LA, for example children looked after, and this will be reviewed again as part of the roll out of the extended two year old offer later this year.
8. The LA also has a statutory duty to ensure that by 2014 up 525 early years places for 15 hours per week are available in high quality early years settings for two year olds who are at risk of exclusion and under-achievement

### **What does the data tell us?**

9. In the autumn term, 2012 287 two year old children accessed free early years provision in 27 high quality early years settings.
10. Just under 97% of the children were living in families in receipt of benefits, and 51% have been identified as having special needs.
11. Nearly 30% of two year olds accessing the funding spoke English as a first language. Other languages spoken by children as a first language within the home included:
  - 19% Tamil,
  - 12% Romanian,
  - 9% Gujarati and
  - 7% Somali.
12. By ethnicity, the main groups accessing the funding include
  - Asian Other, 23%,
  - White British, 13%,
  - White other, 12% and
  - Black African, 10%
13. Take up was highest in the following wards
  - Marlborough
  - Roxbourne
  - Edgware
  - Greenhill
  - Canons
  - Kenton East

This pattern of take up reflects levels of poverty in the ward and the distribution of settings judged to be good or better. Lack of provision in a ward may not be a barrier to access.

14. However there does appear to be a mismatch between areas of need and the distribution of high quality provision. Some areas of need

have no high quality provision, whilst some areas of high quality provision have less need.

## Next steps

15. In the letter from the DfE in December 2012, we have been targeted to have accessible 525 places for children with place funding totalling £1.65m. This means the creation of an additional 270 places that will address the current under-capacity and give an additional margin to meet demand. In addition we also need, in response to feedback from parents, a more flexible approach to delivering the offer. This is consistent with the early years strategy priority, "Broadening participation".

16. In addition we have been allocated a sum of £0.64m for trajectory funding in 2013/14. It is proposed that this sum of money is used to

- appoint a project officer to over see and lead the creation of high quality early years and childminder provision;
- appoint an additional information officer to lead up a focussed and targeted advertising and marketing strategy; and
- Commission training to support practitioners in meeting the needs of two year olds who are at risk of exclusion and under-achievement

These actions are consistent with the early years strategy priority, "Quality for all".

17. Thirdly, a capital sum of £0.43 m has been allocated and no date has been set for final spend. It is proposed that

- Capital grants are made available to allow for alterations to existing buildings.
- Capital grants are made available to allow for equipment and resources.

It is intended that this funding is only made available to settings who are able to demonstrate that they are meeting the quality requirements. This is consistent with the early years strategy priority, "Building capacity"

## Financial Implications

18. The targeted offer for two olds is funded from the Early Years' block of the Dedicated Schools Grant (DSG). In 2013/14 the basic allocation is £1.65m, which provides the funding for the 15 hours free entitlement. A formula to allocate this funding has been developed in line with DfE requirements and provides £5.50 per hour rate for all eligible children. The rate has been set at a level to ensure on going affordability from the DSG allocation.



19. The report details the proposals for the one off trajectory funding of £0.65m and the capital funding of £0.43m. It should be noted that these funding streams on for 2013/14 only and therefore can not fund on going expenditure.

## **Risk Management Implications**

20. Risks associated with the Early Years Strategy will be identified in the development process.

## **Equalities implications**

21. Equalities Impact Assessments are being undertaken by officers and members of the EYFS strategy board as part of the process of agreeing the early years strategy priorities and the associated actions. It is anticipated that the conclusions of these assessments will be that the implementation of the two year old offer will be positive in terms of broadening participation by groups at risk of under-achievement and exclusion.
22. Harrow's early years providers and services are successful and inclusive and provide a diversity of provision. The EYFS strategy aims to ensure that existing effective practice is more wide spread and builds on the successful provision that already exists in Harrow across early years services.

## **Corporate Priorities**

23. The Early Years Strategy contributes to the following corporate priorities:
- United and involved communities: A Council that listens and leads
  - Supporting and protecting people who are most in need
24. In addition it will make significant contribution to the priorities of the Children and Young People's Commissioning Strategy, including
- Early Intervention
  - Health prevention
  - Safeguarding
  - Narrowing the gap

## **Section 3 - Statutory Officer Clearance**

Name:	Emma Stabler	<input checked="" type="checkbox"/>	on behalf of the Chief Financial Officer
Date:	11 March 2013		

Name: Sarah Wilson



on behalf of the  
Monitoring Officer

Date: 11 March 2013

## **Section 4 - Contact Details and Background Papers**

**Contact:** Michael Baxter Education Lead Professional, Early Years  
0208 736 6500 [michael.baxter@harrow.gov.uk](mailto:michael.baxter@harrow.gov.uk)

**Background Papers:** None