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| People & Communities Department | |  | |
|  | Civic Centre, Keynsham, Bristol  Tel: 01225 394195 | |

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| **B&NES-PC-Spot** | Description: Bath and North East Somerset Clinical Commissioning GroupCOL |

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| **Meeting title** | **SCHOOLS FORUM** |  |
| **Date** | Tuesday 15th May 2018 – Yale Room, Hilton Hotel, Bath | |
| **Forum Members Present** | Ed Harker (Chair), Mark Everett, Clare Crowther, John Delaney, Richard Vanstone, Roz Lambert, Gareth Beynon, Dawn Sage, Alun Williams, Kerrie Courtier, | |
| **Forum Members Not Present** | Sue East, Colin Cattnach Mairi Lanyon, Claire Hudson, Sara Willis | |
| **Observers** | Kevin Burnett | |
| **Officers Present** | Richard Morgan, Cllr. Paul May, Chris Wilford, Margaret Simmons-Bird, Richard Baldwin, Mike Bowden | |
| **Officers Not Present** | Philip Frankland, | |
| **Distribution** | As above; Theresa Gale; Colleen Collett; Cllr Charles Gerrish; Cllr. Tim Warren, Tim Richens; Jeff Wring;  Wendy Jefferies, All Headteachers | |
| **Next meeting** | **Tuesday 3rd July 2018,  Keynsham Community Space, above the Library building** | |

**ACTION**

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| **1.** | **Apologies Received** |  |
|  | EH (Chair), welcomed everyone to the meeting introductions were made all-round  The following apologies had been sent:  Claire Hudson, Colin Cattanach, Sue East and Sara Willis the newly elected Primary representative; Chair of Governors Twerton Infants School and Nursery.  Kevin Burnett (BANES NAHT) attended as an observer. |  |
| **2.** | **Declarations of Interest** |  |
|  | The following Declaration of Interest and Positions Held were recorded:  John Delaney – Item 5 – St Mark’s and St Gregory’s have joint memorandum of agreement as part of a soft federation.  Kerrie Courtier – Nil  Richard Vanstone – Somerdale Academy Development Council – member – 2017 to present.  Ed Harker – N/A |  |
| **3.** | **Minutes of the last meeting (16th March 2018)** |  |
|  | The minutes were checked for accuracy and accepted  The amendment requested by KB has been inserted into **Item 5 – DSG Budget 2017-18**:   * There will be a change for the High Needs Targeted support budget (the budget that provides schools with top-ups if their average number of EHCPs / Medical needs exceeds the ‘average number’). Whereas in 2017-18 schools with above average numbers would receive £6k for each child over; from 2018-19 what a school will receive will depend on number of children that ‘claiming top-up’ funding – as budget CAN’T be exceeded. So children get a proportionate share of budget. |  |
| **4.** | **Schools Forum Constitution** |  |
|  | RM introduced this topic for the Forum to begin reviewing the membership, terms of reference and working practices. This results from several Forum members converting to academies – the Forum thus losing the proportional representation between maintained and academy schools.  To assist with the debate and to ensure good working practices; The Schools Forum Operational and Good Practice Guide was included for information.  KB observed referencing the Guide; Schools Forum should continue to review the relationship between academies and maintained schools on an annual basis.  This review is currently carried out under paper 4.1 the Schools Forum Membership listing. The Forum fully discussed the membership which should have a balanced representation; be adjusted / reviewed as needed and clarity of future practices.  Currently 5-members terms of office come to an end this year (2018),  RM to action re: nominees for these positions:   * AW - Secondary Heads Academy * ME - Secondary Heads Academy * CC – Secondary Heads Academy * CH – Diocesan * RV – Union / RTPA   The Forum considered the relationship required between the Schools Forum and the new School Standards Board, which takes over the role of the Education Excellence Board; and whether Schools Forum should be a sub-group of the School Standards Board.  Following the Forum’s discussion, it was thought separate Terms of Reference would be needed for the 2-different functions; PM recommended Forum to review this again in around 9-months.  KB observed and agreed with EH that it would not be good for the Forum to be a sub-group but would be essential to maintain links between the groups. | ***RM*** |
| **5.** | **Growth Funding – Exceptional Case** |  |
|  | RM introduced the Planned Growth – Exceptional Case paper to inform and seek the views of the Forum of the LA’s decision regarding the planned growth funding process.  To Forum were asked to consider the exceptional case which has arisen in the secondary sector due to the increase in pupil numbers. Previously the growth fund has supported the primary sector; BANES are now experiencing the first increase in secondary pupils.  This process provides a resource to allocate funds to schools having to increase their intakes at the LA’s request; thus addressing increased demand for places within BANES local area.  St Marks School could breach its Planned admission Numbers (PAN) in order to support some of the additional capacity required; the school has a PAN of 102 pupils but approximately 160 pupils are predicted. Another spike in numbers is anticipated next year also.  The Forum felt the Wellbeing of Year 7 should be considered with priority ensured for Bath residents – it was noted some pupils can travel 20miles to their school.  RM explained the ‘1-year lagged approach’ to funding and how the funds would be allocated to the school  Forum were in favour of supporting this case |  |
| **6.** | **Excluded Pupils and Alternative Provision** |  |
|  | CW gave an update to inform the Forum on the outcomes of the recommissioning of alternative provision providers in BANES.  A tender exercise to recommission primary and secondary alternative provision contracts for September 2018 has taken place and awarded to:  Broadlands School – primary contract  Learn@MAT (Bristol) – secondary contract  Catch 22 (Include) continue to hold the secondary provision  The HERS service contract awarded to Broadlands School  The contracts are all planned to be in place for September 2018.  A national review has been launched by the DfE of school exclusions and alternative provision to improve the system, the review carried out by ISOS partnership, are planning to carry out around 7 or 8 visits to schools, alternative provision and LA officers for further research. ISOS plan to visit BANES in June; B and A Panel Chairs will be invited to attend the meetings.  SW would find it useful to know how many of the 30-children this year are on FSMs/LAC; given this is a trend across the country. EH relayed in her absence:  “Of the children who have been excluded this last year, is there any pattern in schools that the children have come from? Could the LA look at whether the factors leading to PEX are due to vulnerable FSMs/LAC or are there particular schools that find children’s behaviour more challenging than others?”  Higher levels with social care involvement (year 11) | ***CW*** |
| **7.** | **A.O.B.** |  |
|  | School Crossing Patrol – MB explained the legislation which empowers the Highways Department team to make charges for School Crossing Patrols. |  |
| **8.** | **Date of Next Meeting** |  |
|  | 3rd July 2018, Keynsham Community Space, above the Library |  |