

# Notice of Meeting

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## Schools Forum

**Monday, 14th March, 2016 at 5.00pm**  
in Shaw House Church Road Newbury  
RG14 2DR

Date of despatch of Agenda: Monday, 7 March 2016

For further information about this Agenda, or to inspect any background documents referred to in Part I reports, please contact Jo Reeves on (01635) 519486  
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## Agenda - Schools Forum to be held on Monday, 14 March 2016 (continued)

**Forum Members:** Reverend Mark Bennet, Patricia Brims, Ben Broyd, Chris Davies, Paul Dick, Anthony Gallagher, Keith Harvey, Reverend Mary Harwood, Angela Hay, Jon Hewitt, Peter Hudson, Stacey Hunter, Brian Jenkins, Sheilagh Peacock, Derek People, Chris Prosser, David Ramsden, Clive Rothwell, Graham Spellman, Bruce Steiner, Suzanne Taylor, John Tyzack, Keith Watts and Charlotte Wilson

**Councillors:** Dominic Boeck, Roger Croft and Mollie Lock

**Officers:** Avril Allenby, Cathy Burnham, Ian Pearson, Jo Reeves, Jane Seymour Claire White and Annette Yellen

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# Agenda

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Andy Day  
Head of Strategic Support

If you require this information in a different format or translation, please contact Moira Fraser on telephone (01635) 519045.

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Note: These Minutes will remain DRAFT until approved at the next meeting of the Committee

**SCHOOLS FORUM**

**MINUTES OF THE MEETING HELD ON  
MONDAY, 25 JANUARY 2016**

**Forum members Present:** Patricia Brims, Peter Fry (Substitute) (In place of Chris Prosser), Anthony Gallagher, Keith Harvey, Reverend Mary Harwood, Jon Hewitt, Peter Hudson, Stacey Hunter, Brian Jenkins, Sheilagh Peacock, David Ramsden, Clive Rothwell, Graham Spellman, Bruce Steiner, Suzanne Taylor, John Tyzack and Keith Watts

**Also Present:** Cathy Burnham (Principal Education Psychologist), Ian Pearson (Head of Education Service), Jane Seymour (Service Manager, SEN & Disabled Children's Team), Claire White (Finance Manager (Schools)) and Annette Yellen (Accountant for Schools Funding and the DSG), Councillor Dominic Boeck (Executive Portfolio: Education), Jacquie Davies (Pupil Referral Units), Councillor Mollie Lock (Shadow Executive Portfolio: Education and Young People, Adult Social Care) and Jo Reeves (Policy Officer)

**Apologies for inability to attend the meeting:** Reverend Mark Bennet, Kate House and Chris Prosser

**Forum members Absent:** Fadia Clarke, Paul Dick, Derek Peaple and Charlotte Wilson

**PART I**

**1 Minutes of previous meeting dated 7 December 2015**

The Minutes of the meeting held on 7 December 2015 were approved as a true and correct record and signed by the Chair.

**2 Actions arising from previous meetings**

Actions 1 and 3 had been completed and could be removed from the list of actions arising from previous meetings.

Action 2 concerned the Home Tuition report which would be received by the Schools Forum at its next meeting on 14 March 2016.

**3 Declarations of Interest**

There were no declarations of interest received.

**4 Membership**

Keith Harvey (St Nicolas Junior School) and Anthony Gallagher (Burghfield St Mary's Primary School) had volunteered to fill the two vacancies for Primary Heads and were welcomed by the Schools Forum.

John Tyzack announced that on medical grounds, he had been advised to reduce his activities. He had been Chair of the Schools Forum for some 18 years and had worked in the Education sector locally for 29 years. After medical advice, however, John would be resigning as a school governor and as a Primary Governor Representative on the School Forum at the end of the Spring Term.

## 5 DSG Monitoring 2015/16 Month 9

The Schools Forum considered a report (Agenda Item 6) which set out the current position of the services funded by the Dedicated Schools Grant, highlighting any under or overspends forecasted at month 9 of the 2015/16 financial year.

At the end of December 2015 the total DSG overspend position forecast for year end was £495k, compared to the month 7 forecast of £680k overspend, all in the high needs block. The data was shown at table 1 in the report:

<b>Table 1 Financial Position as at Month 9</b>	<b>Total Current Budget £</b>	<b>Forecast Year End @ Month 9 £</b>	<b>Outturn Variance Month 9 £</b>	<b>Outturn Variance Month 7 £</b>
Schools Block (inc ISB)	65,464,140	65,461,440	-2,700	-2,700
Early Years Block	7,629,750	7,629,750	0	0
High Needs Block	16,141,010	16,639,240	498,230	683,270
<b>Total Net Expenditure</b>	<b>89,234,900</b>	<b>89,730,430</b>	<b>495,530</b>	<b>680,570</b>
Support Service Recharges	720,890	720,890	0	0
<b>Total Expenditure</b>	<b>89,955,790</b>	<b>90,451,320</b>	<b>495,530</b>	<b>680,570</b>
DSG Grant	-89,955,790	-89,955,790	0	0
<b>Net Position</b>	<b>0</b>	<b>495,530</b>	<b>495,530</b>	<b>680,570</b>

The Schools Block was expected to be largely on line.

Although Table 1 showed no variance on the early years block, there was likely to be an under spend. Due to the volatile nature of both early years block funding and payments to providers, forecasts could only be based on current trends. Once the January 2016 census data was available to determine the actual funding received in year, and spring term payments had been made for actual hours of provision, the forecast for this block could be accurately assessed. It was anticipated that there would be a large under spend in order to support the early years budget for 2016/17, otherwise the rates paid to providers would need to be reduced.

The High Needs Block was currently forecasting an overspend of £498k, most of which was due to new placements in non West Berkshire Special schools, mainly Thames Valley Free School, and top ups at the PRUs. Other pressures included additional placements over and above allocated place numbers in maintained special schools, and payments to private hospital tuition providers, but these were offset by under spends in top ups for non maintained special schools and further education colleges. The forecast had gone down compared to month 7, and represented the position as at the end of the autumn term.

In addition to the £498k overspend on the high needs expenditure budget, the Schools Forum had set the budget for this block £127k over the actual grant available. This meant that £625k would need to be met from the 2016/17 allocation of DSG.

Ian Pearson concluded that the report provided a reasonably accurate forecast of the year end position.

**RESOLVED that the report be noted.**

## 6 Overview of DSG Funding and Draft Budget 2016/17

The Forum considered a report (Agenda Item 7) which provided an overview of the total budget position for 2016/17 following the Government's announcement on school funding in December 2015.

The Department for Education (DfE) announced the school funding Dedicated Schools Grant (DSG) settlement for 2016/17 on 17 December 2015. DSG funding was split into three funding blocks – schools, early years and high needs, each calculated in a different way. As expected, there would be no increases to the funding rates for the schools block and early years block, but there would be a small increase to the high needs block allocation.

The below table summarised the overall funding and budget position for 2016/17.

2016/17 Estimate	DSG Funding £'000	Budget Estimate £'000	Headroom/ (Shortfall) £'000
Schools Block	96,718	96,112	606
Early Years Block	6,708	6,824	-116
High Needs Block	19,464	21,379	-1,915
<b>Total</b>	<b>122,890</b>	<b>124,315</b>	<b>-1,425</b>

### Schools Block

Although the DSG funding rate for the schools block had not increased, the overall number of pupils had risen, with a corresponding grant increase of £626k. The increase in pupil numbers was in the primary sector, with numbers in the secondary sector showing a decrease. This had resulted in headroom of approximately £213k in per pupil funding, due to the fact that the primary funding allocation (AWPU) was lower than secondary – so less of the funding received (at £4,368 per pupil) was required in the primary allocation of the funding (at £2,937 per pupil).

The remaining headroom of £393k had arisen due to a reduction in the number of pupils meeting the prior attainment and deprivation criteria. If the funding rates for these factors were to remain the same, less funding would be required, though this would result in many schools receiving less funding than they currently did for these factors.

The figures assumed there would be no carry forward of funding in this block from 2015/16. John Tyzack clarified that Agenda Item 9 would require Schools Forum members to make a decision on how to allocate, or not, the headroom in the Schools Block.

### Early Years Block

Early years funding for 2016/17 would be based 5/12 on the January 2016 census and 7/12 on the January 2017 census. The figures presented in the report had also been presented at the previous meeting but they would be revised once the outcome of the January 2016 census was known. The figures assumed there would be a net carry forward from 2015/16 of £450k.

### High Needs Block

The significant shortfall in funding in the high needs block for 2016/17 (£1.9m), was due mainly to the following factors:

- A significant over spend in the current year high needs block which will need to be met from next year's DSG.
- Carry forward of under spend from previous years in the high needs block have been used up in the current year.

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- Pupil numbers and needs in the high needs block continue to rise without any increase in funding.
- Only a minor increase to our funding allocation to go towards increasing numbers and demands.

The Government had allocated a small increase to this block of funding of £284k. Since the last report, current year and next year forecasts had been revised using the latest information on placements, but even with the additional funding the position has not significantly moved and an overspend of £1.9m was still anticipated.

Appendix B demonstrated the DSG reconciliation between the DfE notification and West Berkshire Council's budget.

Bruce Steiner expressed the view that the method by which schools were funded was illogical and it would be difficult for the Schools Forum or Local Authority to make strategic decisions when funding remained level in the High Needs Block despite increased pressures. He asked whether there was any scope to appeal the DSG settlement. David Ramsden advised that Bruce Steiner should contact the Secretary of State for Education and that Ian Pearson had formally taken this up with the government. Claire White agreed that the original allocation for the High Needs Block was not based on actual need.. The government was due to launch a consultation of changes to the funding of all three block which would provide all with an opportunity to respond.

Peter Hudson, referring to paragraph 4.2 of the report, enquired whether levels of deprivation had reduced, or whether the assessment criteria for deprivation had changed. Claire White advised that the government had been using out-of-date indicators and schools had previously been receiving funding that they would not have been entitled to had more up-to-date data been used to assess levels of deprivation.

**RESOLVED that the report be noted.**

### **7 High Needs Budget - Savings Options for 2016/17**

The Forum considered a report (Agenda Item 8) which presented saving options for balancing the high needs budget for 2016/17. Schools Forum was required to offer their views on the options presented and to recommend any other options for consideration. A final proposal would then be brought back to the meeting on 14 March 2016.

Ian Pearson noted that a thorough discussion had been held around these options at the meeting of the Heads Funding Group, resulting in none of the options being ruled out.

The predicted overspend on HNB in the 2015-16 financial year was currently estimated at £498k. This was in addition to the original budgeted shortfall of £127k. The total overspend of £625k would need to be met from the 2016/17 HNB allocation.

The main area of pressure in this budget was the increase in numbers of children with SEND attending specialist placements as opposed to mainstream schools. Specialist provision included resourced units, maintained special schools, special free schools, independent and non maintained special schools and PRUs.

The total number of pupils with Statements or EHC Plans had remained fairly static over the last four years, averaging around 760. However, as Table 3 showed, the proportion of children with Statements or EHC Plans who were included in mainstream schools was dropping quite rapidly.



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<b>TABLE 3</b>					
<b>Year</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015 (Jan)</b>	<b>2015 (Dec)</b>
<b>Total Statements/EHCP</b>	759	773	758	747	768
<b>% in mainstream</b>	55%	53%	47%	45%	42%
<b>% in specialist</b>	<b>45%</b>	<b>47%</b>	<b>53%</b>	<b>55%</b>	<b>58%</b>

The Schools Forum would also need to consider the long term funding implications for the HNB if this trend away from mainstream inclusion continued.

Keith Watts enquired whether children with statements and EHC Plans had higher needs in December 2015 compared to 2012, or whether mainstream schools were less able to meet their needs. Ian Pearson answered that schools had reported they were less able to support children with moderate learning disabilities, in addition to a significant increase in the number of children being diagnosed with Autism Spectrum Disorder. Anecdotally, schools were also finding children with behavioural difficulties harder to keep in mainstream schools.

Jane Seymour added that other reasons for the increase in specialist school placements might include the favourable reputation held by West Berkshire's special schools which would lead a parent to choose a special school for their child. There were also independent schools setting up in the area which were drawing pupils to them.

Graham Spellman asked who made the decision regarding whether a child would be placed in a mainstream or specialist setting. Jane Seymour responded that there was a Special Education Needs (SEN) panel including a Headteacher and the SEN Manager, which took a robust approach in determining whether a child's needs could not be met in a mainstream school. In cases where it was the parental preference for the child to go to a special school, however the SEN Panel disagreed it was required, the case would be allowed to go to a tribunal. However if the mainstream school was advising that they could not accommodate the child, it would be very difficult for the Local Authority to argue otherwise.

Keith Watts summated that part of the pressure on specialist units might be that mainstream schools were less able to cope with children with high needs. Jane Seymour agreed that this was true to a point and the Local Authority always tried to support a school, however if a school could no longer support a child, the Local Authority could not avoid making a placement into a special school.

David Ramsden stated that it would be helpful to see a breakdown of the entry points at which a child moved to a special school. Jane Seymour replied that the data could be provided and that some placements were made at the transition from primary to secondary school but likewise there were a number of in-year placements.

David Ramsden opined that more information over time would be helpful and that as a Headteacher of a mainstream school, he often would have a child in the school who he thought would be better accommodated in a special school.

Keith Harvey asked whether the shift towards special schools in accommodating pupils with high needs corresponded with an increase in the number of places that the special schools could offer. Jane Seymour advised that there had been an increase in the number of free schools, but also ASD resources had opened in Reading, Bracknell and Oxfordshire.

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Ian Pearson noted that a further strategic discussion would be required between Local Authority, Schools and non-Schools partners because unless the funding situation changed, big changes would be required to how children's high needs were met.

A list of the 19 savings options that could be considered was presented to the Schools Forum members. All the options had implications for schools, whether this was removal/reduction of a service currently received by schools for free, or requiring schools to pay for the cost of services, whether this was through the blanket removal of funding from school budgets or requiring schools to purchase services at point of delivery. In order to reduce spend to the level of resource being received; reductions of this magnitude would be required.

### **Option 1 – Contribution from Schools Block – 16/17 headroom**

### **Option 2 – Contribution from Schools Block – by reducing current funding rates to schools**

Ian Pearson introduced savings options 1 and 2 and outlined that contributing the anticipated headroom of £607k from the Schools Block 2016/17 would have a positive impact to reduce the £1.9m pressure. Schools Forum would have to take a decision at this meeting on whether to agree to options 1 and 2 as the Schools Block Budget had to be submitted to the DfE. There might be an argument that while funds had been allocated to the Schools Block, there had been significant movement of children to being funded by the High Needs Block, and therefore the funding should follow suit.

Options 2a and 2b were:

Option (a) - reducing the per pupil funding (AWPU) by £10 per pupil. This would generate an additional £167k to transfer to the HNB (more schools would qualify for minimum funding guarantee). Funding removed would be proportional to size of school.

Option (b) – reducing the lump sum by £5,000 per school. This would generate an additional £240k to transfer to the HNB. Funding removed would be equal for all schools, irrelevant of size.

Councillor Mollie Lock expressed the view that option b would be particularly difficult for smaller schools with lower budgets. Ian Pearson advised that some schools would be protected by the Minimum Funding Guarantee and increases in funding as a result of increased pupil numbers, which would mitigate the impact of reductions to the lump sum.

Jane Seymour, in introducing the remaining savings options, sought to reiterate that it had been an extremely difficult task to identify potential savings and in attempt to continue to meet the Local Authority's statutory obligations, had been forced to consider savings in areas that she would have preferred not to.

### **Option 3 - Resourced unit place funding**

The number of pupils on roll at the Westwood Farm Schools' Hearing Impaired Resourced units had been consistently below capacity by 5 or more places for some time. This was in line with a national trend of falling numbers in hearing impaired resourced units, as more children with hearing impairment were attending their local mainstream schools. Funding for 5 planned places could be removed with effect from September 2016 (Full year savings would not be achieved until 17-18).

### **Option 4 - Mainstream top ups**

When a pupil had a Statement of Special Educational Needs or an Education, Health and Care Plan, the cost of their additional support was topped up, over and above the first £6,000 which the school was required to fund. Top up bands were notionally based on a number of hours of teaching assistance, but schools were encouraged to use funding

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flexibly for small group support as well as one to one support. It would be possible to reduce funding bands by an agreed percentage, for example 5%.

At this point, David Ramsden sought to confirm that the Schools Forum would not be required to make decisions against these proposed savings; Ian Pearson clarified that only options 1 and 2 required a decision at the meeting.

Graham Spellman thanked officers for their work in providing savings options and asked if they could further advise which options it would be preferred the Schools Forum didn't take as for some options, the financial savings might not outweigh the implications and risks, particularly where withdrawal of the service might lead to an increase in parents seeking statements or EHC Plans. David Ramsden noted that if all the maximum savings options were taken, an overall saving of £2.1m would be achieved which was only £200k above the total savings required.

Jane Seymour advised that option 4 would only be successful if taken in partnership with schools, who would be required to absorb the reductions in top-up funding.

### **Option 5 – Resource unit top ups**

Similarly, schools with resourced units receive planned place funding of £10,000 for each place. They then received top up funding based on the pupil's funding band. The funding bands were based on notional staffing ratios for different levels of need. It would be possible to reduce funding bands by an agreed percentage, for example 5%.

Keith Watts asked whether head teachers of resourced units had been consulted on these proposals. Jane Seymour advised that only the Heads Funding Group had been consulted on at present, which included a Headteacher with two resourced units and who was in support of the proposals.

Bruce Steiner stated that it was difficult for a layperson to fully assess the financial implications which might arise as a consequence of making the saving. Jane Seymour advised that she could consult more widely on this savings option.

### **Option 6 – Special school top ups**

Special schools received planned place funding of £10,000 for each place. They then received top up funding based on the pupil's funding band. The funding bands were based on notional staffing ratios for different types and levels of need. It would be possible to reduce funding bands by an agreed percentage, for example 5% or 10%.

### **Option 7 – FE College top ups**

FE Colleges received planned place funding of £10,000 for each place. They then received top up funding based on the cost of the course which the student was undertaking. There was some evidence that top up fees charged by FE Colleges in the Berkshire area are above the national average. It was proposed that negotiations take place with FE Colleges to reduce top up fees in the 2016-17 academic year. It was difficult to quantify to what extent costs could be driven down, so a notional reduction of the budget by 10% was proposed.

Cathy Burnham introduced the three options relating to top-up funding received by Pupil Referral Units. She advised that when she had submitted the options she had intended that one of the three options could be taken, however colleagues had suggested that the three could be taken in conjunction.

### **Option 8 – PRU Top ups – Reduction in daily rate**

It is proposed that the daily rates paid to the PRUs are reduced – Alternative curriculum by £20.25 per day (from 1/9/16), and Reintegration Service by £10.25 per day (from 1/4/16). If the contributions made by schools remain as per the current arrangements the

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savings would be as shown in Table 5. This assumes all places are filled – the saving would be greater if not all places are filled throughout the year.

<b>TABLE 5</b>	<b>Current</b>	<b>Proposal</b>	<b>Saving</b>
Alternative Curriculum – from 1/9/15	£103.25	£83.00	£107,730
Reintegration – Primary week 1 – 12	£65.90	£55.65	£7,790
Primary wk 12 onwards	£103.25	£93.00	£15,960
Reintegration – Secondary week 1 – 6	£28.56	£18.31	£15,580
Secondary wk 6 onwards	£103.25	£93.00	£31,160
<b>Total Saving</b>			<b>£178,220</b>

### **Option 9 – PRU Top ups – Increase contribution paid by schools**

Alternatively, or in addition to the above proposal, the amount contributed by schools towards placements could be increased by £10 per day in the Reintegration Service, and by £750 per year in Alternative Curriculum (from 1/9/16). This would reduce the amount required to be met by the DSG. The savings would be as shown in Table 6, assuming all places are filled.

<b>TABLE 6</b>	<b>Current</b>	<b>Proposal</b>	<b>Saving</b>
Alternative Curriculum – annual contribution (change from 1/9/16)	£4,500	£5,250	£24,000
Reintegration – Primary	£37.35	£47.00	£7,334
Reintegration – Secondary	£74.69	£85.00	£15,671
<b>Total Saving</b>			<b>£47,005</b>

### **Option 10 – PRU Top ups – Increase Number of Weeks Paid for by Schools**

The current arrangement was that there is a cap placed on the number of weeks a school pays for a placement in the Reintegration Service, with the DSG picking up the full cost for the remaining weeks of the placement. The current trend is that most placements are exceeding this cap. Increasing the number of weeks that schools paid a contribution towards would provide a saving, though this was difficult to quantify as the length of placements at any one time changed from one week to the next. The savings shown in Table 7 assumed that two thirds of current placements were above the cap, and this would reduce to one half by increasing the number of weeks by 6.

<b>TABLE 7</b>	<b>Current</b>	<b>Proposal</b>	<b>Saving</b>
Reintegration – Primary	12 weeks	18 weeks	£14,193
Reintegration – Secondary	6 weeks	12 weeks	£56,765
<b>Total Saving</b>			<b>£70,958</b>

Peter Hudson sought clarification that option 8 would mean that schools would be paying the same rate; however a lower rate would be paid by the LA so less funding would be received by the PRUs. Cathy Burnham advised that interpretation was correct and that the implications of options 9 and 10 would be increased costs to schools.

### **Option 11 – Sensory Impairment**

The Council was part of a joint arrangement with the five other Berkshire Local Authorities for the purchase sensory services. This included teachers of the deaf and

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teachers of the visually impaired who supported children in mainstream and special schools. The current contract would run until March 2017. The contract could be varied with 6 months' notice, i.e. by June 2016. Until then the Local Authority would be reliant on the service provider agreeing to make savings on a voluntary basis.

Options would include

- Reducing the number of visits for non stated children with hearing impairment and providing training for schools to meet more needs themselves
- Reorganising staffing so that a higher proportion of support for children with visual impairment is delivered by trained TAs rather than teachers.

Jane Seymour advised that this savings option was reasonably achievable.

### **Option 12 – Engaging Potential**

Engaging Potential had 14 places for students who have a Statement or EHC Plan and who have significant behavioural difficulties. This provision was set up as an alternative to more costly out of area placements. Pupils might have previously attended mainstream schools, Pupil Referral Units or specialist schools. The current contract would run until 2018, but could be varied with 6 months' notice. An option would be to reduce the number of places from 14 to 10 from September 2016 and reserve places for students with the highest level of need. Full year savings would not be achieved until 2017/18.

### **Option 13 – Equipment**

There was an option to reduce the budget from £20,000 to £10,000. Mainstream schools would need to fund more SEN equipment for pupils with Statements / EHC plans.

Jane Seymour advised that technically it was schools' responsibility to provide specialist equipment.

### **Option 14 – Therapy Services**

The service includes speech and language therapy and occupational therapy for children with Statements / EHC Plans. The option would be to reduce the budget by 10% and explore possibilities to reduce overhead costs, change the ratio of therapists to therapy assistants and reduce the frequency of therapists' visits to schools. The associated risk might be possible legal challenge as therapy was quantified in Statements / EHC Plans.

Keith Watts asked if there was a risk in the reduction of the quality of the service provided if the provision was met by therapy assistants rather than therapists. Jane Seymour replied that evidence suggested that adequately qualified and trained therapy assistants could be very effective. As a saving of only £32k would be reached, there would not be a large impact on the service.

### **Option 15 – Language and Literacy Centres**

Options could include

- closing both LALs in July 2016
- closing one LAL in July 2016 and retaining one LAL to serve the whole area
- Closing both LALs and employing a peripatetic dyslexia teacher.

The implications / risks were that if all provision was lost, there would be a high risk of increased EHC requests from parents and schools, with associated costs, so net expenditure might increase.

### **Option 16 – Special school outreach**

This service supported children with learning difficulties and associated needs in mainstream schools. Options could include

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- ceasing the service
- Retaining the service and charging schools for it.

Peter Hudson asked for further information on the types of support offered by special school outreach. Jon Hewitt responded that both the Castle School and Brookfields offer outreach support where referrals had been made to support children. Outreach workers would go into schools and work with staff with the objective to meet the child's needs in the mainstream setting, however sometimes it was necessary to identify a place in a specialist setting for the child.

### **Option 17 – PRU outreach**

Options were to:

- a) Reduce this budget to £100,000 and encourage Outreach Team to generate more income – but this would result in increased costs for schools.
- b) Remove separate budget and allow the Reintegration Service (RS) to incorporate Outreach facility into main budget. If RS not full, then more Outreach could be offered. Outreach was likely to be severely reduced.
- c) No change in budget as it would have an adverse effect on support for schools. It was a cheaper 'buy-in' than an inreach RS place and therefore gave schools more choice and a reduction in costs.

### **Option 18 – CALT Team**

The CALT Team had been working to an income target since April 2015. It could be possible to increase income generation by reducing what schools received in the free core service and increasing charges for annual packages of support and for pay as you go services and training.

Keith Watts enquired what the buy-in rate by schools was. Jane Seymour advised she did not have the data to hand but the decision to charge for some services came after most schools had set their budgets for 2015/16 so the buy in rate was estimated to be lower than it otherwise should be.

### **Option 19 – Vulnerable Children Fund**

The option was to reduce the fund to a small budget of £60,000 (reduced from £80,000 in 2015/16). There were no staffing costs attached so it was an easy budget to remove but with a large impact on smaller schools. The Fund was used mostly by small schools to reduce the risks of exclusion for challenging pupils.

John Tyzack summarised that the intention was that officers would refine the options and present them to the Schools Forum on 14 March 2016. He asked if information could be collected regarding actions that Local Authorities with similar pressures in their High Needs Block were taking.

*Councillor Dominic Boeck left the meeting at 18.20pm*

Keith Watts asked that more robust analysis of the likely pressures caused by a cut to a service. Jane Seymour advised that this could be attempted; however it was difficult to predict what actions schools would take if, for example, CALT charges were increased. Regarding the option to close the LALs, a worse case scenario could be presented of the number of Statements/ EHC Plans being requested. Keith Watts further asked why charging for LAL services had not been presented as an option. Jane Seymour advised that the matter be considered but it would lead to an inequitable service based on the ability of the school to afford it.

Keith Harvey recognised the work that had been put in to identifying savings options and enquired whether there was any scope to reduce the amount spent on top up funding to non West Berkshire special schools as there was a predicted outturn of £1,085,240. Jane

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Seymour responded that officers could try to achieve savings in that area however the issue was that the free school in the area charged fees which were higher than mainstream schools but lower than independents so considered themselves as good value for money.

Peter Hudson asked whether the high figure spent on non West Berkshire special school top ups was due to West Berkshire not having the capacity in its own mainstream provision. Jane Seymour advised that ASD provision had increased in the area. One unit was opened in September 2015 and another unit would be opening in September 2016. Demand had increased, however parents were also attracted by services offered by non West Berkshire special schools.

Patricia Brims, referring to Statements and EHC Plans, explained that Educational Psychologists made recommendations and outlined requirements in their reports which the Local Authority became statutorily bound to provide. She enquired whether there was any way to reduce the level of requirements that Educational Psychologists specified. Cathy Burnham responded that in her capacity as the Local Authority's Principal Educational Psychologist she could advise that Educational Psychologists were not able to fetter their professional advice in the context of pressure on the Local Authority. Their reports were always careful to discuss a child's needs and not outline the provision required as needs could be met in a variety of ways. Although Educational Psychologists were employed by the Local Authority, they had to offer an independent service.

**RESOLVED that the report be noted.**

### 8 School Budget and School Formula 2016/17

The Forum considered a report (Agenda Item 9) which invited members to review the schools block DSG budget, agree the centrally retained budget, and to consider the options for the setting of the school formula funding rates for 2016/17.

The schools block DSG allocation for 2016/17 had now been confirmed as shown in Table 1 (shown alongside the 2015/16 allocation as a comparison).

**TABLE 1**

	<b>2015/16</b>	<b>2016/17</b>
Primary Pupils October census	12,811	13,060
Secondary Pupils October census	9,249	9,168
Adjustments (reception & Resource places)	-68	-93
<b>Total Pupil Numbers</b>	<b>21,992</b>	<b>22,135</b>
Guaranteed Unit of Funding	£4,367.93	£4,368.03
	£'000	£'000
<b>Total School Block DSG</b>	<b>£96,060</b>	<b>£96,686</b>
Add NQT Funding	£33	£32
<b>Actual DSG to be Received for Year</b>	<b>£96,093</b>	<b>£96,718</b>
Assumed Carry Forward from Prior Year	£148	0
<b>TOTAL GRANT AVAILABLE IN YEAR</b>	<b>£96,241</b>	<b>£96,718</b>

It was expected that there would be no carry forward from 2015/16.

Although the DSG funding rate for the schools block had not increased, the overall number of pupils has gone up, with a corresponding grant increase of £626k. The increase in pupil numbers was in the primary sector, with numbers in the secondary sector showing a decrease.

Under School Finance Regulations, funding for a few specified purposes can be deducted from the DSG (be centrally retained) before the balance was allocated out to

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schools via the formula. It was recommended that the Schools' Forum approve the amounts to be centrally retained as shown in Table 2.

**TABLE 2**

<b>Purpose:</b>	<b>15/16 Budget</b>	<b>16/17 Budget</b>	<b>Notes</b>
Growth Fund/Infant Class Size	250,000	250,000	As agreed at SF on 28/9/15.
Falling Rolls Fund	40,000	40,000	As agreed at SF on 28/9/15.
Licences	122,410	126,780	National copyright licenses agreement – 16/17 rate as notified
Servicing of Schools' Forum	42,220	42,220	No change
School Admissions	309,070	309,070	No change
<b>Total Centrally Retained</b>	<b>763,700</b>	<b>768,070</b>	

After deducting £768k from the total grant available of £96,718k, this would leave £95,950k for distribution to schools.

Graham Spellman asked why the carry forward from the Growth Fund budget 2015/16 was not included in table 2. Claire White responded that the Growth Fund budget was ring fenced and it was necessary to build up that budget for new schools, as no additional funding would be received from the government.

At the meeting of the Schools' Forum on 28th September 2015, it was agreed that funding rates would remain the same for each factor, and should additional funding be available then its distribution be considered at the January meeting.

After uploading the formula with the October 2015 census data, and running the formula using existing rates, the total funding required was £95,344k. This left £606k headroom available for distribution.

The headroom was a result of growth in primary pupil numbers which were funded at a lower rate than the DSG rate, and a reduction in numbers of pupils meeting the prior attainment and deprivation criteria for funding.

Claire White referred to Appendix A and advised that even before allocating the headroom, a number of schools were showing a reduction in their funding allocation. This was mainly due to decreases in pupil numbers in these schools and that this position would have been known to schools in advance.

As the funding received per block was not ring fenced, the options for the schools block headroom were as follows:

- a) No increase to funding rates – all headroom (£607k) transferred to the high needs block.
- b) Allocate all the headroom through the AWPU. This would increase the per pupil rate by £32.
- c) Allocate all the headroom through the deprivation factor. This would increase the Free School Meal rate by £227 per eligible pupil.
- d) Allocate £200k through the AWPU, and/or £406k through the prior attainment and deprivation factors. This would increase the per pupil rate by £10, primary prior attainment rate by £25, Secondary prior attainment rate by £41 and Free School Meal rate by £100.



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- e) Reduce the AWPU rate by £10 and allocate the resultant headroom (£773k) to the high needs block.
- f) Reduce the lump sum by £5,000 and allocate the resultant headroom (£848k) to the high needs block.

Appendix B demonstrated the impact of each option on individual school budgets. There were only minor differences between options (b), (c) and (d) on individual school budgets.

Claire White outlined that if option (f) was chosen, there would be no scope to vary the lump sum by the size of the school as the Local Authority was required to provide the same lump sum to all schools. She added that many of the schools that would be disadvantaged by option (f) were already getting an increased budget due to higher numbers of pupils so they would still be gaining, but to a reduced level. Claire White gave the example of Brimpton Primary School, which would be losing a similar amount of funding, no matter which option was considered.

It was proposed by the Heads Funding Group that the centrally retained school budget as set out in Table 2 of this report be agreed and the school formula funding rates for 2016/17 be agreed as set out in options (a) and (f) in paragraph 6.5 and Appendix C of the report.

Graham Spellman commented that schools had been impacted already by the increase of National Insurance to 3.4%, which they might not have been prepared for. Claire White advised that this figure had been built in to the Council's budget planner tools in the previous financial year. David Ramsden agreed that schools should not be unaware of that change.

David Ramsden advised that he had not been able to attend the Heads Funding Group meeting at which the proposal was put forward. He asked how long the lump sum reduction would be in place. Claire White advised that no in-year changes could be made but the Schools Forum could decide to restore the lump sum when setting the 2017/18 budget.

David Ramsden further commented that many of the savings options for the High Needs Block budget, discussed in the previous item, had the repercussion of requiring schools to pay, or pay more, for services previously received for free. He asked whether the implication of Academies refusing to buy in to the service would be an increased cost to maintained schools. Ian Pearson advised that in principle, the size of the service offered would have to be proportionate to the amount of buy in by schools. However, Ian Pearson speculated that Academies and maintained schools were likely to make the same choices regarding which services to buy in.

David Ramsden sought clarification on why some savings could not be completely achieved in year. Claire White explained that some of the savings options could not be enacted until September 2016.

David Ramsden further asked whether the cuts could be staggered and if there was any scope to borrow money to support the High Needs Block while gradually making reductions to services. Claire White advised that this had already been done in 2015/16 because the Schools Forum had agreed to set an imbalanced budget, with the hope of making savings in-year. She recommended that the Schools Forum seek to set a balanced budget for 2016/17.

Ian Pearson commented that it would be difficult for the Schools Forum to decide which services to continue funding in order to support mainstream schools to accommodate children with High Needs and therefore avoid placing further pressure on the high Needs budget.

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Keith Watts expressed the view that Schools Forum had a difficult task as all options could have negative implications.

Ian Pearson reminded the Forum that the government's national consultation might lead to the introduction of a national formula.

David Ramsden asked whether it were possible to delay a decision regarding a reduction to the lump sum. Ian Pearson advised that a decision had to be made to set the Schools Budget so if a decision was not taken, the funding to address the High Needs overspend would be required to come from the High Needs and Early Years Blocks only.

Jon Hewitt proposed that the centrally retained school budget and the school formula funding rates for 2016/17 as set out in options (a) and (f) in paragraph 6.5 and Appendix C of this report be agreed as per the recommendation of the Heads Funding Group. The proposal was seconded by Anthony Gallagher.

The Chair invited the School Members to vote on the proposal, which was carried unanimously.

### **RESOLVED that:**

- **The centrally retained school budget be agreed as set out in Table 2 of this report.**
- **The school formula funding rates for 2016/17 be agreed as set out in options (a) and (f) in paragraph 6.5 and Appendix C of this report be agreed, as per the recommendation of the Heads Funding Group.**

## **9 Growth Fund and Falling Rolls Fund 2015/16**

The Forum considered a report (Agenda Item 10) regarding the payments made to schools from the Growth Fund and Falling Rolls Fund budget in 2015/16.

In 2015/16 six schools meet the Growth Fund criteria and the relevant payments had been approved by the Head of Education as follows:

- Calcot Junior £29,167
- Robert Sandilands £29,167
- Winchcombe £29,167
- Purley £29,167
- John Rankin Junior £29,167
- The Willink £12,728

As experienced in 2014/15, no schools were eligible for the Falling Rolls fund. In order to qualify, schools that were experiencing a significant fall in pupil numbers as set out in the criteria needed to have a good or outstanding Ofsted rating. There was only one school that met the criteria, but it was not expected that the fall in pupil numbers would be recovered in the short term.

The overall position on these budgets was as follows:

	<b>Growth Fund</b>	<b>Falling Rolls Fund</b>
DSG Budget Set Aside (including carry forward from 2014/15)	£282,160	£40,000
Less Payments Made	-£158,562	-£0
<b>Unspent Balance</b>	<b>£123,598</b>	<b>£40,000</b>

It was likely that the total under spend of £163,598 would be carried forward and added to the growth fund for 2016/17. This was required in order to build up funding to pay for new schools (a new primary school was expected to open in September 2017). No

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additional funding would be paid to the local authority in the first year of a new school or as year groups are added, due to the fact that funding was based on the previous year pupil numbers.

Graham Spellman enquired why an extra school was being built when the increase in pupil numbers was spread across schools throughout the District. Ian Pearson replied that three schools experiencing increased numbers were in Newbury which in addition to geographical demographic forecasting, meant that at least one more one-form entry school would be required. A primary school would be opening in South Newbury in 2017.

**RESOLVED that the report be noted.**

**10 Forward Plan**

The Forward Plan was noted.

**11 Any Other Business**

No other business was raised.

**12 Date of the next meeting**

The next meeting of the Schools Forum would be held on 14 March 2016, 17.00pm at Shaw House.

*(The meeting commenced at 5.05 pm and closed at 6.55 pm)*

**CHAIRMAN** .....

**Date of Signature** .....

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# Agenda Item 3

## ACTIONS ARISING FROM PREVIOUS SCHOOLS' FORUM MEETINGS 2015/16

Shaded rows are completed actions.

Ref No.	Date – Item No.	Action	Officer	Comment / Update
1.	13/07/15 - 14	Home Tuition report – further data requested on cost per hour of provision	C. Burnham/ S. Hunter	7/12/15 -I.Pearson and C.Burnham discussed that a joint report with S.Hunter would be required and return to SF in January 2016 25/01/16 A report will be presented to the Schools Forum at its meeting on 14 March 2016. On the agenda for the meeting
2.	25/01/16 - 8	High Needs Block Budget 2016/17 – further data requested on: <ul style="list-style-type: none"> <li>• Actions undertaken by other Local Authorities to reduce their spending on High Needs</li> <li>• Buy in rates for CALT service</li> <li>• Breakdown of entry points at which placements into special schools is most prevalent</li> <li>• Potential financial impacts of risks associated with savings options</li> <li>• Options to reduce spending on non WB special schools</li> </ul>	J. Seymour	

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## Dedicated Schools Grant Monitoring Report 2015/16 – Month 10

**Report being considered by:** Schools Forum  
**On:** 14/03/2016  
**Report Author:** Claire White, Ian Pearson  
**Item for:** Discussion      **By:** All Forum Members

### 1. Purpose of the Report

1.1 This report sets out the current financial position of the services funded by the Dedicated Schools Grant (DSG), highlighting any under or over spends.

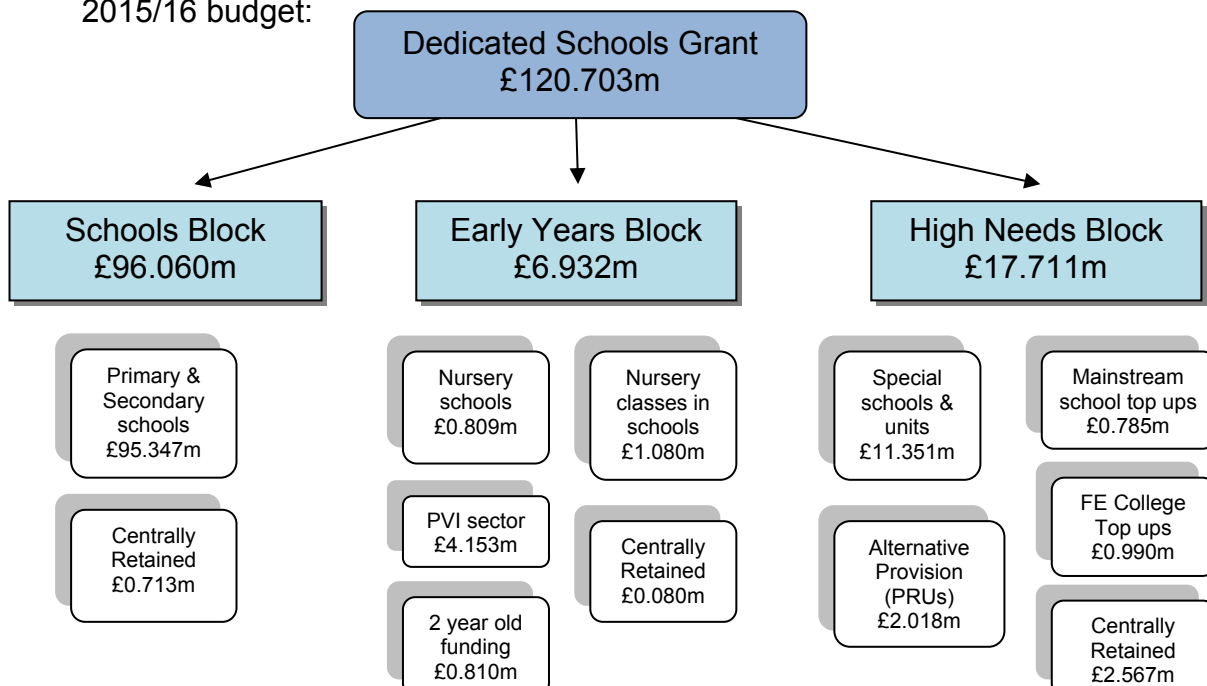
### 2. Recommendation(s)

2.1 To note the report and the impact that the over spend on the High Needs Block will have on the 2016/17 budget.

<b>Will the recommendation require the matter to be referred to the Council or the Executive for final determination?</b>	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>
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### 3. Background

- 3.1 The Dedicated Schools Grant (DSG) is a ring fenced specific grant and can only be spent on school/pupil activity.
- 3.2 The grant is split into three funding blocks. Although separate allocations are received for each, the blocks themselves are not ring fenced.
- 3.3 The following diagram shows what is funded out of each of the three blocks in the 2015/16 budget:



Notes:

1. The main centrally retained services are:  
 Schools Block – licences for all schools, growth fund for schools, school admissions service  
 Early Years Block – quality monitoring & compliance, eligibility checking, sufficiency & sustainability planning, early years IT system  
 High Needs Block – ASD advisory support, Home Tuition, Engaging Potential, therapy services, sensory impairment support, inclusion support, applied behaviour support, vulnerable children support, early intervention
2. The figures include funding to Academies and post 16 high needs place funding which form part of our allocation but are paid direct by the EFA, and exclude carry forward of one off funding from the previous year
- 3.4 Overspends, unless funded from outside the DSG, are carried forward and top sliced from the following year’s DSG allocation. Under spends must be carried forward to support the school’s budget in future years.
- 3.5 The Authority and Schools’ Forum are responsible for ensuring that the DSG is deployed correctly, and monitoring of spend against the grant needs to take place regularly to enable decision making on overspends/underspends and to inform future year budget requirements.

**4. Monitoring Position as at Month 10 (31 January 2016)**

- 4.1 At the end of January 2016 the total DSG overspend position forecast for year end is £602k, compared to the month 9 forecast of £495k overspend, all in the high needs block, as shown in Table 1 below:

<b>Table 1 Financial Position as at Month 9</b>	<b>Total Current Budget £</b>	<b>Forecast Year End @ Month 10 £</b>	<b>Outturn Variance Month 10 £</b>	<b>Outturn Variance Month 9 £</b>
Schools Block (inc ISB)	65,464,140	65,461,440	-2,700	-2,700
Early Years Block	7,629,750	7,629,750	0	0
High Needs Block	16,141,010	16,745,490	604,480	498,230
<b>Total Net Expenditure</b>	<b>89,234,900</b>	<b>89,836,680</b>	<b>601,780</b>	<b>495,530</b>
Support Service Recharges	720,890	720,890	0	0
<b>Total Expenditure</b>	<b>89,955,790</b>	<b>90,557,570</b>	<b>601,780</b>	<b>495,530</b>
DSG Grant	-89,955,790	-89,955,790	0	0
<b>Net Position</b>	<b>0</b>	<b>601,780</b>	<b>601,780</b>	<b>495,530</b>



A further analysis per cost centre is shown in Appendix A.

- 4.2 The Schools Block is expected to be largely on-line. Any under spends in the growth and falling rolls fund (contingency) budget, primary schools in financial difficulty budget, and other de-delegated services will be ring fenced and carried forward to 2016/17 and will not impact on the overall position of the DSG. There may be a small overspend on the delegated primary and secondary budgets due to rating revaluations. The Admissions budget is showing a small under spend.
- 4.3 Although Table 1 is showing no variance on the early years block, the latest forecast using data from the January census is that there will be a large under spend as the actual number of hours of provision being funded has not seen a significant increase in year as expected. Furthermore, the number of children we are to receive funding for in year (an average of the two January census') is greater than the actual number of children accessing early years provision.
- 4.4 The High Needs Block anticipated overspend has increased since month 9, mainly due to reaching agreement with the two special schools on additional place funding where they have admitted pupils over their allocated places. The pressure of new placements in non West Berkshire Special schools, mainly Thames Valley Free School, and top ups at the PRUs remain.
- 4.5 In addition to the £604k overspend on the high needs expenditure budget, the budget for this block was set £127k over the actual grant available. This means that £731k will need to be met from the 2016/17 allocation of DSG.

## 5. Conclusion

- 5.1 The current expenditure budget for the High Needs Block is not sustainable and significant savings will need to be found from 2016/17 in order to meet the current year over spend and to balance the budget in year moving forward.

## 6. Appendices

Appendix A – DSG 2015-16 Budget Monitoring Report Month 10

Dedicated School's Grant (DSG) 2015-16 Budget Monitoring Month 10								
Budget manager	Cost Centre	Description	Original Budget	Net Virements in year	Amended Budget	Forecast	Variance	Comments
Ian Pearson	90019	DSG Servicing of Schools' Forum	36,840		36,840	36,840	0	
Ian Pearson	90020	Primary Schools	47,457,760		47,457,760	47,457,760	0	
Ian Pearson	90025	Secondary Schools	16,650,490		16,650,490	16,650,490	0	
Maxine Slade	90035	LAC Pupil Premium	0		0	0	0	
Ian Pearson	90038	Pupil Premium -	0		0	0	0	
Ian Pearson	90112	Special Costs Primary	29,080		29,080	29,080	0	
Ian Pearson	90117	Special Costs Secondary	14,000		14,000	14,000	0	
Ian Pearson	90230	Schools in Financial Difficulty	115,110	118,850	233,960	233,960	0	
Ian Pearson	90235	School Delegated Contingency	290,000	32,160	322,160	322,160	0	
Ian Pearson	90236	Managed Moves/Exclusions Contingency	0		0	0	0	
Maxine Slade	90255	Virtual School Service	222,010		222,010	222,010	0	
Cathy Burnham	90349	Behaviour Support - DSG	192,540		192,540	192,540	0	
Caroline Corcoran	90583	CLA/MPA Licences	122,410		122,410	122,410	0	
Caroline Corcoran	90743	Admissions	182,890		182,890	180,190	-2,700	
<b>Schools Block Total</b>			<b>65,313,130</b>	<b>151,010</b>	<b>65,464,140</b>	<b>65,461,440</b>	<b>-2,700</b>	
Ian Pearson	90010	Nursery Schools	808,730		808,730	808,730	0	
Avril Allenby	90017	Early Years Support Team	47,680		47,680	47,680	0	
Avril Allenby	90018	Expenditure on 2 year olds	810,000		810,000	810,000	0	
Avril Allenby	90036	Early Years Funding for PVI	4,726,470	-52,820	4,673,650	4,673,650	0	
Ian Pearson	90037	Early Yrs Funding Maintained Sector	1,080,100		1,080,100	1,080,100	0	
Avril Allenby	90051	Early Years Funding - Contingency	0		0	0	0	
Avril Allenby	90052	Early Years FPG & Deprivation Funding	209,590		209,590	209,590	0	
<b>Early Years Block Total</b>			<b>7,682,570</b>	<b>-52,820</b>	<b>7,629,750</b>	<b>7,629,750</b>	<b>0</b>	
Nicola Ponton	90026	Academy Schools RU Top Ups	419,730		419,730	419,730	0	
Nicola Ponton	90539	Special Schools - Top Up Funding	2,730,940		2,730,940	2,865,940	135,000	Based on current demand
Nicola Ponton	90548	Non WBC Special Schools - Top Up Funding	735,240		735,240	1,085,240	350,000	Based on current demand
Nicola Ponton	90575	Non LEA Special School (OofA)	905,320		905,320	827,100	-78,220	Based on current demand
Nicola Ponton	90579	Independent Special School Place & Top Up	1,583,850		1,583,850	1,550,100	-33,750	Based on current demand
Nicola Ponton	90580	Further Education Colleges Top Up	990,040		990,040	949,050	-40,990	Achieved through negotiations with Colleges by the SEN Team
Nicola Ponton	90617	Resourced Units top up Funding maintained	329,230		329,230	339,230	10,000	Based on current demand
Nicola Ponton	90618	Non WBC Resourced Units - Top Up Funding	27,860		27,860	44,240	16,380	Based on current demand including new placements
Nicola Ponton	90621	Mainstream - Top Up Funding maintained	509,980	-50,000	459,980	481,980	22,000	Based on current demand
Nicola Ponton	90622	Mainstream - Top Up Funding Academies	213,240		213,240	183,240	-30,000	Based on current demand
Nicola Ponton	90624	Non WBC Mainstream - Top Up Funding	62,150		62,150	68,160	6,010	Based on current demand
Cathy Burnham	90625	Pupil Referral Units - Top Up Funding	1,061,000		1,061,000	1,261,000	200,000	Estimated from Summer & Autumn Terms Actuals
Nicola Ponton	90627	Disproportionate No: of HN Pupils NEW	0	50,000	50,000	88,000	38,000	Based on current demand
Jane Seymour	90237	Special Needs Delegated Contingency	0		0	0	0	
<b>High Needs Block: Top Up Funding Total</b>			<b>9,568,580</b>	<b>0</b>	<b>9,568,580</b>	<b>10,163,010</b>	<b>594,430</b>	
Cathy Burnham	90320	Pupil Referral Units	840,000		840,000	840,000	0	
Ian Pearson	90540	Special Schools	2,860,000		2,860,000	2,860,000	0	
Nicola Ponton	90584	Resourced Units - Place Funding (70)	500,000		500,000	500,000	0	
<b>High Needs Block: Place Funding Total</b>			<b>4,200,000</b>	<b>0</b>	<b>4,200,000</b>	<b>4,200,000</b>	<b>0</b>	
Rhian Ireland	90238	Sen Pre School Childrn	50,210		50,210	60,210	10,000	High number of complex children attending for more hours
Nicola Ponton	90240	Applied Behaviour Analysis	110,730		110,730	79,730	-31,000	Based on current demand
Rhian Ireland	90280	Spec Needs Spprt Team	261,950		261,950	258,950	-3,000	Supplies and Services underspend to support other pressures
Jane Seymour	90290	Sensory Impairment	227,440		227,440	244,060	16,620	Current demand for visits from RBWM Sensory Consortium Service
Jane Seymour	90295	Therapy Services	315,430		315,430	324,430	9,000	Additional support for some children at Castle School.
Cathy Burnham	90315	Home Tuition	300,000		300,000	328,000	28,000	Increased number of students being supported. A further two expected to join.
Rhian Ireland	90555	LAL Funding	134,600		134,600	134,600	0	
Nicola Ponton	90565	Equipment For SEN Pupils	20,000		20,000	25,000	5,000	Based on need to date
Jane Seymour	90577	SEN Commissioned Provision	540,260		540,260	502,830	-37,430	Recharge to Other LA re one placement.
Cathy Burnham	90582	PRU Outreach	117,000		117,000	117,000	0	
Jane Seymour	90585	HN Outreach Special Schools	70,000		70,000	70,000	0	
Nicola Ponton	90610	Hospital Tuition	0		0	19,360	19,360	Based on current demand
Rhian Ireland	90830	ASD Teachers	127,940	7,550	135,490	133,490	-2,000	Employees underspend
Rhian Ireland	90957	Early Intervention	7,550	-7,550	0	0	0	
Cathy Burnham	90961	Vulnerable Children	60,000		60,000	60,000	0	
Rhian Ireland	90965	SEN Inclusion Programme	29,320		29,320	24,820	-4,500	Supplies and Services underspend to support other pressures
<b>High Needs Block: Non Top Up or Place Funding</b>			<b>2,372,430</b>	<b>0</b>	<b>2,372,430</b>	<b>2,382,480</b>	<b>10,050</b>	
<b>High Needs Block Total</b>			<b>16,141,010</b>	<b>0</b>	<b>16,141,010</b>	<b>16,745,490</b>	<b>604,480</b>	
<b>Total Expenditure across funding blocks</b>			<b>89,136,710</b>	<b>98,190</b>	<b>89,234,900</b>	<b>89,836,680</b>	<b>601,780</b>	
<b>SUPPORT SERVICE RECHARGES</b>			<b>720,890</b>		<b>720,890</b>	<b>720,890</b>	<b>0</b>	
<b>TOTAL DSG EXPENDITURE</b>			<b>89,857,600</b>	<b>98,190</b>	<b>89,955,790</b>	<b>90,557,570</b>	<b>601,780</b>	
Ian Pearson	90030	DSG Grant Account	-89,857,600	-98,190	-89,955,790	-90,557,570	-601,780	
<b>NET DSG EXPENDITURE</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

## Dedicated Schools Grant Funding and Budget 2016/17

**Report being considered by:** Schools Forum  
**On:** 14/03/2016  
**Report Author:** Claire White  
**Item for:** Discussion      **By:** All Forum Members

### 1. Purpose of the Report

1.1 This report provides an update on the Dedicated Schools Grant (DSG) funding for 2016/17 and an overview of the total current budget position. Other reports on this agenda go into further detail on the high needs and early years' blocks. The 2016/17 budgets for these blocks will need to be agreed at this meeting.

### 2. Recommendation(s)

2.1 To take note of the overall position as outlined in this report when considering the proposals for the high needs and early years blocks presented in the more detailed reports on this agenda.

<b>Will the recommendation require the matter to be referred to the Council or the Executive for final determination?</b>	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>
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### 3. Funding and Budget 2016/17

3.1 The Department for Education (DfE) announced the Dedicated Schools Grant (DSG) settlement for 2016/17 on 17<sup>th</sup> December 2015. DSG funding is split into 3 funding blocks – schools, early years and high needs, each calculated in a different way. There was no increase to the funding rates for the schools block and early years block, but there was a small increase to the high needs block allocation.

3.2 Table 1 summarises the overall funding and budget position for 2016/17 as presented at the last meeting of the Schools' Forum in January.

**TABLE 1**

2016/17 Estimate	DSG Funding £'000	Budget Estimate £'000	Headroom/ (Shortfall) £'000
<b>Schools Block</b>	96,718	96,112	606
<b>Early Years Block</b>	6,708	6,824	(116)
<b>High Needs Block</b>	19,464	21,379	(1,915)
<b>Total</b>	<b>122,890</b>	<b>124,315</b>	<b>(1,425)</b>

- 3.3 The funding blocks are not ring fenced, and due to the significant shortfall in the high needs block, it was decided at the last meeting to transfer the headroom plus an additional £242k of funding (thus reducing individual school’s funding allocations) from the schools block to the high needs block.
- 3.4 Following the last meeting, revisions to the 2015/16 forecasts have been made based on actual high needs and early years placements as at the end of January 2016. The revised carry forward figures for each block plus the transfers of funding between blocks, and the latest early years estimate are now included in the DSG funding estimate for 2016/17. A breakdown of the latest funding calculation split between the three blocks is shown in Appendix A.
- 3.5 The 2016/17 budget estimates have also been revised based on the most up to date information. The current overall position is shown in Table 2, with a more detailed breakdown by cost centre shown in Appendix B.

**TABLE 2**

<b>2016/17 Estimate</b>	<b>DSG Funding £'000</b>	<b>Budget Estimate £'000</b>	<b>Headroom/ (Shortfall) £'000</b>
<b>Schools Block</b>	95,870	95,870	0
<b>Early Years Block</b>	7,337	7,134	203
<b>High Needs Block</b>	20,206	21,584	(1,378)
<b>Total</b>	<b>123,413</b>	<b>124,588</b>	<b>(1,175)</b>

#### 4. Schools Block

- 4.1 In order to meet DfE deadlines, this block was decided at the last meeting of the Schools’ Forum and is now balanced and set for 2016/17. Headroom available in this block was transferred to the high needs block (total transfer of funding £848k). No further changes can be made.

#### 5. Early Years Block

- 5.1 Early years funding for 2016/17 will be based 5/12 on the January 2016 census and 7/12 on the January 2017 census. For the purpose of setting the budget for 2016/17 the figures from the January 2016 census only have been used. This assumes that the numbers of children accessing the free entitlement will not be significantly different next January.
- 5.2 The funding figures include an estimated net carry forward from 2015/16 of £577k. The actual should not differ significantly from this as most payments for the year have now been made.
- 5.3 The budget estimate for 2016/17 assumes the same level of take up as in 2015/16, and maintaining the same hourly rates. On this basis part of the under spend from 2015/16 will be required, but this still leaves £203k available as one-off funding. The proposals for this block are set out in another report on this agenda.

## 6. High Needs Block

6.1 The significant shortfall in funding in the high needs block for 2016/17 (£2.2m reduced to £1.4m after transfer from the schools block), is due mainly to the following factors:

- A significant over spend of £731k in the current year high needs block which will need to be met from next year's DSG.
- Carry forward of under spend from previous years in the high needs block have been used up in the current year (£345k in 2015/16).
- Pupil numbers and needs in the high needs block continue to rise without a corresponding increase in funding.
- Only a minor increase (£284k) to our funding allocation to go towards increasing numbers and demands.

6.2 Another report on this agenda sets out the proposals for balancing the high needs block over a two year period.

## 7. Conclusion

7.1 Although the over spend in the current year's high needs block requires a one off saving (being met from the schools block in 2016/17), there is still a significant ongoing shortfall of £1.5m in the high needs block which needs to be addressed and which can only be met by a reduction in funding rates, reduction in services, and by increases in charges to schools.

7.2 It remains to be seen what the Government's proposals for reform in school funding will mean for West Berkshire from 2017/18 and beyond.

## 8. Appendices

Appendix A – Estimated DSG Funding 2016/17

Appendix B - Draft DSG Budget 2016/17

## 9. Heads Funding Group Recommendation

9.1 To note the overall position when setting the budget for 2016/17

<b>Estimated DSG Funding 2016/17 as at 4th MARCH 2016</b>		
	<b>Final 2015/16</b>	<b>Estimate 2016/17</b>
	<b>Oct 2014 census</b>	<b>Oct 2015 census</b>
<b>3 SCHOOLS BLOCK (final)</b>		
4 Pupil Numbers		
5 School Census - Mainstream	22,062.0	22,226.0
6 AP census January 2015		2.0
7 Add: Reception Uplift	49.0	26.0
8 Less: Pupils/Places in Resource Units	-119.0	-119.0
9 <b>Total Pupil numbers</b>	<b>21,992.0</b>	<b>22,135.0</b>
10		
11 DSG Guaranteed Unit of Funding	£4,367.93	£4,368.03
12 DSG based on pupil numbers	£96,059,517	£96,686,344
13		
14 Plus: Adjustment for NQT	£33,115	£32,000
15 Transfer Funding to HNB		-£848,000
16 ADD Carry Forward from Previous Year	£148,491	£0
17		
<b>18 Total Schools Block including Academies</b>	<b>96,241,123</b>	<b>95,870,344</b>
19		
<b>20 EARLY YEARS BLOCK (Provisional)</b>	<b>Jan 2015 census</b>	<b>Jan 2016 census</b>
21 Three & Four Year Old Funding		
22 School Census - Mainstream	422.0	425.0
23 Early Years Census	1,139.0	1,131.0
24 <b>Total Pupil numbers</b>	<b>1,561.0</b>	<b>1,556.0</b>
25		
26 DSG Guaranteed Unit of Funding	£3,911.25	£3,911.25
27 DSG based on census pupil numbers	£6,105,461	£6,085,905
28 adjustment for assumed pupil numbers	£3,521	£0
29		
30 Two Year Old Funding		
31 School Census - Mainstream	8.5	30.0
32 Early Years Census	105.5	94.0
33 <b>Total Pupil numbers</b>	<b>114.0</b>	<b>124.0</b>
34		
35 DSG Guaranteed Unit of Funding 2 Year Olds 15/16 (FTE)	£5,092.00	£5,092.00
36 DSG based on census pupil numbers	£580,488	£631,408
37 adjustment for assumed pupil numbers	£242,736	£0
38		
39 Difference in provision for DSG due in previous year:		
40 Provision for estimated DSG	-£61,000.00	
41 Actual DSG	£59,000.00	
42		
43 Plus Indicative Early Years PPG	£74,590	£53,000
44 Transfer Funding to HNB	-£10,000	-£10,000
45 ADD Carry Forward from Previous Year	£667,092	£576,756
46		
<b>47 Total Early Years Block</b>	<b>7,661,888</b>	<b>7,337,069</b>
48		
<b>49 HIGH NEEDS BLOCK (final)</b>		
50 Previous Year High Needs Budget	17,550,154	19,100,554
51 Adjustments:		694,600
52 Adjust from residency basis to location basis	1,389,400	
53 Funding Adjustment	17,000	0
54 Additional Funding	144,000	284,000
55 Transfer Funding from EYB	10,000	10,000
56 Transfer Funding from SB		848,000
57 ADD Carry Forward from Previous Year	344,944	-731,140
58		
<b>59 Total High Needs Block</b>	<b>19,455,498</b>	<b>20,206,014</b>
60		
<b>61 TOTAL DSG FUNDING AVAILABLE</b>	<b>123,358,509</b>	<b>123,413,427</b>

DRAFT DSG Budget 2016/17 as at 4th March 2016

	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	Adjustments for Budget Book/Agresso				V
	Description	Cost Centre	Agresso 2015/16 Original Budget	In Year Virements	Remove "one-off" Budgets	add back SSRs	add back HN 6th form & academy recoupment	add back De-Delegations	Base Budget 2016-17	Budget Adjustments (pupil/place nos, staffing & FYE)	Change in relation to Current Demand	Draft Budget 2016-17	Changes Proposed / Agreed by SF	Final Budget 2016-17	DSG Grant	Balance Under / (Over) spend	SSR's Remove	De-delegations Approved by SF	Balance to DSG	Academy & High Needs Recoupment	Council DSG Budget	
4																						
5	<b>Schools Block</b>																					
6	Primary Schools (excluding nursery funding)	90020	47,457,760					553,230	48,010,990	704,640		48,715,630	-201,080	48,514,550							47,945,750	
7	Academy Schools Primary	DSG top slice	0				1,910,540		1,910,540	-37,220		1,873,320	-5,080	1,868,240						1,868,240	0	
8	Secondary Schools (excluding 6th form funding)	90025	16,650,490					60,950	16,711,440	-146,430		16,565,010	-15,440	16,549,570							16,477,900	
9	Academy Schools Secondary	DSG top slice	0				28,693,440		28,693,440	-503,860		28,189,580	-19,670	28,169,910						28,169,910	0	
10	Schools in Financial Difficulty (primary schools)	90230	115,110	118,850	-118,850			-115,110	0			0		0						117,320	117,320	
11	Trade Union Costs Primary	90112	29,080					-29,080	0			0		0						34,790	34,790	
12	Trade Union Costs Secondary	90117	14,000					-14,000	0			0		0						11,970	11,970	
13	Support to Ethnic minority & bilingual Learners	90255	222,010			22,200		-244,210	0			0		0			22,910			252,040	229,130	
14	Behaviour Support Services	90349	192,540			19,240		-211,780	0			0		0			20,460			224,350	203,890	
15	School Contingency - Growth Fund/Falling Rolls Fund	90235	290,000	32,160	-32,160				290,000			290,000		290,000							290,000	
16	CLA/MPA Licences	90583	122,410						122,410	4,370		126,780		126,780							126,780	
17	Servicing of Schools Forum	90019	36,840			5,380			42,220			42,220		42,220							42,220	
18	School Admissions	90743	182,890			126,180			309,070			309,070		309,070			118,670				190,400	
19			0						0			0		0							0	
20	<b>Schools Block Total Expenditure</b>		<b>65,313,130</b>	<b>151,010</b>	<b>-151,010</b>	<b>173,000</b>	<b>30,603,980</b>	<b>0</b>	<b>96,090,110</b>	<b>21,500</b>	<b>0</b>	<b>96,111,610</b>	<b>-241,270</b>	<b>95,870,340</b>	<b>95,870,344</b>	<b>4</b>	<b>162,040</b>	<b>0</b>	<b>0</b>	<b>30,038,150</b>	<b>65,670,150</b>	
21																						
22	<b>Early Years Block</b>																					
23	Early Years Funding - Nursery Schools	90010	808,730						808,730	-29,350		779,380		779,380							779,380	
24	Early Years Funding - Maintained Schools	90037	1,080,100						1,080,100	52,980		1,133,080		1,133,080							1,133,080	
25	Early Years Funding - PVI Sector	90036	4,726,470	-52,820					4,673,650	-291,650		4,382,000		4,382,000							4,382,000	
26	Early Years PPG & Deprivation Funding	90052	209,590						209,590	-109,590		100,000		100,000							100,000	
27	2 year old funding	90018	810,000						810,000	-198,550		611,450		611,450							611,450	
28	Central Expenditure on Children under 5	90017	47,680						47,680	48,280		95,960		95,960							95,960	
29	Support Service Recharges		0			32,140			32,140			32,140		32,140			32,140				0	
30	<b>Early Years Block Total</b>		<b>7,682,570</b>	<b>-52,820</b>	<b>0</b>	<b>32,140</b>	<b>0</b>	<b>0</b>	<b>7,661,890</b>	<b>-527,880</b>	<b>0</b>	<b>7,134,010</b>	<b>0</b>	<b>7,134,010</b>	<b>7,337,069</b>	<b>203,059</b>	<b>32,140</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7,101,870</b>	
31																						
32	<b>High Needs Block</b>																					
33	Special Schools - Place Funding Pre 16	90540	2,860,000						2,860,000			2,860,000		2,860,000							2,860,000	
34	Special Schools - Place Funding Post 16	DSG top slice	0				680,010		680,010	109,990		790,000		790,000						790,000	0	
35	Special Schools - Top Up Funding	90539	2,730,940						2,730,940	411,610		3,142,550		3,142,550							3,142,550	
36	Non WBC Special Schools - Top Up Funding	90548	735,240						735,240	332,860		1,068,100		1,068,100							1,068,100	
37	Resource Units - Place Funding Maintained Pre 16	90584	500,000						500,000			500,000	-29,170	470,830							470,830	
38	Resource Units - Place Funding Academies Pre 16	DSG top slice	0				690,000		690,000	29,170		719,170		719,170						719,170	0	
39	Mainstream - Place funding Post 16	DSG top slice	0				44,000		44,000	4,000		48,000		48,000						48,000	0	
40	Academies - Place Funding Post 16	DSG top slice	0				128,000		128,000	4,000		132,000		132,000						132,000	0	
41	Resource Units - Top Up Funding Maintained	90617	329,230						329,230	38,680		367,910		367,910							367,910	
42	Resource Units - Top Up Funding Academies	90026	419,730						419,730	127,030		546,760		546,760							546,760	
43	Non WBC Resource Units - Top Up Funding	90618	27,860						27,860	22,140		50,000		50,000							50,000	
44	Mainstream - Top Up Funding Maintained	90621	509,980	-50,000					459,980	20,440		480,420		480,420							480,420	
45	Mainstream - Top Up Funding Academies	90622	213,240						213,240	-28,450		184,790		184,790							184,790	
46	Non WBC Mainstream - Top Up Funding	90624	62,150						62,150	4,070		66,220		66,220							66,220	
47	Pupil Referral Units - Place Funding	90320	840,000						840,000			840,000		840,000							840,000	
48	Pupil Referral Units - Top Up Funding	90625	1,061,000						1,061,000	200,000		1,261,000	-227,660	1,033,340							1,033,340	
49	Non WBC PRU's - Top Up Funding	90626	0						0			0		0							0	
50	Non Maintained Special School Place Funding pre 16	DSG top slice	0				1,030,040		1,030,040	449,960		1,480,000		1,480,000						1,480,000	0	
51	Non Maintained Special School Place Funding post 16	DSG top slice	0				353,350		353,350	126,650		480,000		480,000						480,000	0	
52	Non Maintained Special School Top Up	90575	905,320						905,320	-154,370		750,950		750,950							750,950	
53	Independent Special School Place & Top Up	90579	1,583,850						1,583,850	99,650		1,683,500		1,683,500							1,683,500	
54	Further Education Colleges Top Up	90580	990,040						990,040	-63,060		926,980	-99,000	827,980							827,980	
55	LAL Funding	90555	134,600						134,600	-18,400		116,200		116,200							116,200	
56	HN Outreach Special schools	90585	70,000						70,000			70,000		70,000							70,000	
57	HN Outreach PRU	90582	117,000						117,000	-117,000		0		0							0	
58	Disproportionate No. of HN pupils	90627	0	50,000					50,000	77,690		127,690		127,690							127,690	
59	Applied Behaviour Analysis (APB)	90240	110,730						110,730	-34,600		76,130		76,130							76,130	
60	Sen Pre School Children	90238	50,210						50,210			50,210		50,210							50,210	
61	Special Needs Support Team	90280	261,950	29,320					291,270	8,930	80	300,280	-20,000	280,280							280,280	
62	Sensory Impairment	90290	227,440						227,440	11,360		238,800	-23,880	214,920							214,920	
63	Home Tuition	90315	300,000						300,000			300,000		300,000							300,000	
64	Equipment For SEN Pupils	90565	20,000						20,000			20,000	-10,000	10,000							10,000	
65	SEN Commissioned Provision (Engaging Potential)	90577	540,260						540,260	-90,040		450,220		450,220							450,220	
66	ASD Teachers	90830	127,940	7,550					135,490	4,230		139,720		139,720							139,720	
67	Early Intervention	90957	7,550	-7,550					0			0		0							0	
68	Vulnerable Children	90961	60,000						60,000			60,000		60,000							60,000	
69	SEN Inclusion	90965	29,320	-29,320					0			0		0							0	
70	Therapy Services (Area Health Contract)	90295	315,430						315,430	9,000		324,430	-32,440	291,990							291,990	
71	Hospital Tuition	90610	0						0	20,000		20,000		20,000							20,000	
72	Pre School Teacher Counselling	NEW	0						0	85,000		85,000	-85,000	0							0	
73	Learning Independence for Travel	NEW																				

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## High Needs Budget Proposal for 2016/17

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**Report being considered by:** Schools Forum  
**On:** 14/03/2016  
**Report Author:** Cathy Burnham, Jane Seymour  
**Item for:** Decision      **By:** All Forum Members

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### 1. Purpose of the Report

- 1.1 This report sets out the current financial position of the high needs budget for 2015/16 and 2016/17 and details the savings proposals in order to balance the budget in 2016/17.

### 2. Recommendation(s)

- 2.1 To agree the savings as set out in Section 5 of this report, and approve the overall high needs budget as set out in Appendix A.

<b>Will the recommendation require the matter to be referred to the Council or the Executive for final determination?</b>	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>
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### 3. Introduction

- 3.1 The last two rounds of meetings of the Heads Funding Group (HFG) and Schools' Forum (SF) have received reports setting out the funding position of the high needs budget for 2016/17. These reports have detailed the services making up the high needs budget, and possible savings options in order to close a £1.9m estimated funding gap. The reasons for this gap are summarised again below:

- A significant over spend in the current year high needs block which will need to be met from next year's DSG.
- The carry forward of previous years' under spend has supported the budget up to now, but this was one off funding which has now all been used up.
- Pupil numbers and needs in the high needs block continue to rise without a corresponding increase in funding.
- The DfE has provided only a small increase to our funding allocation which falls significantly short of our increasing numbers and level of support of pupils being funded from this budget.

- 3.2 At the meeting of the SF on 25<sup>th</sup> January 2016, the members acknowledged all the options and did not rule any out. As part of setting the schools block budget for 2016/17, it was agreed that £848k of funding would be transferred from the schools' block funding to the high needs budget as a contribution towards the savings required.

- 3.3 In the meantime Officers have revised the estimates for the current year forecasts and the budgets for next year, using the latest pupil placement and other relevant data.

3.4 This report sets out the latest position and proposes a savings plan in order to balance the budget.

#### 4. Summary Position

4.1 Table 1 sets out the current position of the high needs block.

<b>TABLE 1</b>	<b>2015/16 Budget £</b>	<b>2015/16 Forecast £</b>	<b>2016/17 Estimate £</b>
Place Funding	6,285,400	6,285,400	7,009,170
Top Up Funding	8,507,580	8,902,010	9,395,870
PRU Funding	2,201,000	2,429,000	2,401,000
Other Statutory Services	1,213,860	1,195,410	1,219,620
Non Statutory Services	858,570	859,070	1,031,810
Support Service Recharges	515,750	515,750	526,710
<b>Total Expenditure</b>	<b>19,582,160</b>	<b>20,186,640</b>	<b>21,584,180</b>
HNB DSG Allocation	19,100,550	19,100,550	20,079,150
HNB DSG C/F	344,950	344,950	-731,140
Schools DSG Transfer			848,000
Early Years DSG Transfer	10,000	10,000	10,000
<b>Total DSG Funding</b>	<b>19,455,500</b>	<b>19,455,500</b>	<b>20,206,010</b>
<b>Shortfall</b>	<b>-126,660</b>	<b>-731,140</b>	<b>-1,378,170</b>

4.2 The overall position for 2016/17 is now a shortfall of £1,378k compared to £1,915k as reported in January. The detailed breakdown of the budget per cost centre is provided in Appendix A. The reasons for the £537k change are:

- Transfer of funding from the Schools Block: shortfall reduced by £848k
- Increase in 2015/16 overspend: shortfall increased by £106k
- Increase in 2016/17 estimate for top ups: shortfall increased by £205k

4.3 The predicted overspend in the HNB in the 2015/16 financial year is now estimated at £604k (compared to £498k in January), with the main variances (over £30k) shown in Table 2. The main change compared to last month is additional place funding agreed at the two special schools for pupils admitted over their official place numbers (shown as top up). The in year overspend is in addition to the original budgeted shortfall of £127k. The total overspend of £731k will need to be met from the 2016/17 HNB allocation.

<b>TABLE 2</b>			
<b>Budget</b>	<b>15-16 Budget</b>	<b>Predicted outturn</b>	<b>Variance</b>
Special schools top up	2,730,940	2,865,940	+135,000
Non West Berkshire special schools top up funding	735,240	1,085,240	+350,000
PRUs top up	1,061,000	1,261,000	+200,000

Disproportionate number of high needs pupils	50,000	88,000	+38,000
Non LEA special schools	905,320	827,100	-78,220
Independent special school place and top up	1,583,850	1,550,100	-33,750
Further Education Colleges Top ups	990,040	949,050	-40,990
Academy mainstream top ups	213,240	183,240	-30,000
SEN Commissioned Provision	540,260	502,830	-37,430
Applied Behaviour Analysis	110,730	79,730	-31,000

4.4 It can be seen from the above that the main area of pressure in this budget is the increase in numbers of children with SEND attending specialist placements as opposed to mainstream schools. Specialist provision includes resourced units, maintained special schools, special free schools, independent and non maintained special schools and PRUs.

## 5. Savings Proposals for 2016/17

5.1 Table 3 summarises the savings (totalling £1.049m) that are now being proposed. It is proposed that a two year approach is adopted in balancing the budget.

<b>TABLE 3</b>	<b>2016/17 £</b>	<b>2017/18 £</b>
<b>Total Saving Required:</b>	<b>1,378,170</b>	<b>550,580</b>
1. Resourced unit place funding – reduction in places	29,170	
2. FE College Top Up – reduce fees by 10%	99,000	
3. PRU Top Ups – reduce daily rate		76,950
Alternative Curriculum from 1/9/16 – reduce by £20.25 per day	107,730	
Reintegration Service from 1/9/16 – reduce by £10.25 per day	41,120	29,370
4. PRU top ups – increase contribution from schools		
Alternative Curriculum from 1/9/16 – increase by £750 per Pupil per year	24,000	12,000
Reintegration Service from 1/9/16 – increase by £10 per day	13,420	9,580
5. PRU top ups Reintegration service – increase by 6 the no. of weeks paid for by schools from 1/9/16	41,390	29,570
6. Sensory Impairment – reduction in visits	23,880	
7. Engaging Potential – reduction in places	90,040	64,320
8. Equipment – reduction in budget	10,000	
9. Therapy Services – reduction in contract	32,440	
10. Efficiency savings in Language and Literacy Units	18,400	
11. PRU outreach – remove budget	117,000	
12. CALT team – charge more services to schools	20,000	

13. Pre School Teacher Counselling – Council cut, won't be funded by DSG	85,000	
14. Learning Independence for Travel – Council cut, won't be funded by DSG	75,000	
<b>Savings Proposed</b>	<b>-827,590</b>	<b>-221,790</b>
<b>Shortfall Remaining after Proposed Savings</b>	<b>550,580</b>	<b>328,790</b>
Additional resources available in 2017/18		-731,140
<b>Possible Headroom in 2017/18</b>		<b>-402,350</b>

5.2 The savings above are colour coded according to their likelihood of being achieved:

- **Green** (£324,570 or 31%): certain it can be achieved as within the LAs control.
- **Yellow** (569,490 or 54%): the reduction to rates/places will be made but as the budget is demand driven the saving level is uncertain (the figure is based on current demand).
- **Grey** (£155,320 or 15%): the reduction to budget is subject to negotiation with external organisations.

5.3 By adopting a two year approach, the savings that have now been removed total £297,350 and are those that protect the most vulnerable, as follows:

- The reduction in resource unit top up rates (£44,370)
- The reduction in special school top up rates (£74,080)
- The reduction in places at Language & Literacy Units (£48,900)
- The removal of special school outreach service (£70,000)
- The reduction in the Vulnerable Childrens fund (£30,000)
- CALT team – the increase in charges to schools (£30,000)

5.4 Assuming all the savings can be achieved in 2016/17 and there is no further increase in overall demand during the year, there will be a shortfall of £551k at the end of the year. Taking into account the full year savings in 2017/18 the shortfall will reduce to £329k. However in 2017/18 there will be additional resource assuming a nil or minimal overspend at the end of 2016/17 (due to the one off requirement to pay off the 2015/16 overspend of £731k from the 2016/17 resources). It may be possible to “pay back” some funding to the schools block when setting the 2017/18 budget.

5.5 The other unknown at the current time is how HN funding may change in 2017/18 in response to the Government’s proposed high needs funding reforms. A consultation from the Government is expected soon.

5.6 The following paragraphs provide further information on each of the savings proposals, also highlighting the implications.



### 5.10 Proposal 4 – PRU Top ups – Increase contribution paid by schools

In addition to proposal 5, the amount contributed by schools towards placements is proposed to be increased from 1/9/16 by £10 per day in the Reintegration Service, and by £750 per year in Alternative Curriculum. This would reduce the amount required to be met by the DSG. The savings would be as shown in Table 6, assuming all places are filled.

<b>TABLE 6</b>	<b>Current</b>	<b>Proposal</b>	<b>Saving</b>
Alternative Curriculum – annual contribution	£4,500	£5,250	£36,000
Reintegration – Primary	£37.35	£47.00	£7,330
Reintegration – Secondary	£74.69	£85.00	£15,670
<b>Total Saving</b>			<b>£59,000</b>

Implications / Risks:

- (1) An increase in the cost to schools.
- (2) Schools may choose to permanently exclude more pupils rather than pay increased costs. As the LA picks up the total cost of permanent exclusions, this would result in an increase in cost to the high needs block.

### 5.11 Proposal 5 – PRU Top ups – Increase Number of Weeks Paid for by Schools

The current arrangement is that there is a cap placed on the number of weeks a school pays for a placement in the Reintegration Service, with the DSG picking up the full cost for the remaining weeks of the placement. The current trend is that most placements are exceeding this cap. It is proposed from 1/9/16 to increase the number of weeks that schools pay a contribution towards, though the saving is difficult to quantify as the length of placements at any one time changes from one week to the next. The savings shown in Table 7 assume that two thirds of current placements are above the cap, and this would reduce to one half by increasing the number of weeks by 6.

<b>TABLE 7</b>	<b>Current</b>	<b>Proposal</b>	<b>Saving</b>
Reintegration – Primary	12 weeks	18 weeks	£14,190
Reintegration – Secondary	6 weeks	12 weeks	£56,770
<b>Total Saving</b>			<b>£70,960</b>

Implications / Risks:

As per Proposal 6.

### 5.12 Proposal 6 – Sensory Impairment

The Council is part of a joint arrangement with the five other Berkshire Local Authorities for the purchase sensory services. This includes teachers of the deaf and teachers of the visually impaired who support children in mainstream and special schools. The current contract runs until March 2017. The contract can be varied with 6 months' notice, ie. by June 2016. Until then we are reliant on the service provider agreeing to make savings on a voluntary basis.

Discussions have taken place with the Head of Service. It appears likely that the saving can be achieved in the following ways:

- Reducing the number of visits for non statemented children with hearing impairment from 4 or 5 to 3 per annum and providing training for schools to meet more needs themselves
- Reorganising staffing so that a higher proportion of support for children with visual impairment is delivered by trained TAs rather than teachers
- Reducing support for some individuals who no longer require such a high level of support, through annual reviews
- Rationalising the number of visits provided to special schools, whilst still meeting assessed need

Implications / Risks:

(1) Schools may have difficulty meeting the needs of pupils with hearing impairment if the annual number of visits is reduced. However, it is considered that this can be managed in such a way as to minimise any concerns on the part of schools.

(2) Parents / schools may seek EHC assessments in order to access the service. This is possible but is considered a relatively low risk (see 1 above).

(3) Schools would need to become more skilled in meeting the needs of children with HI

#### 5.13 **Proposal 7 – Engaging Potential**

Engaging Potential has 14 places for students who have a Statement or EHC Plan and who have significant behavioural difficulties. This provision was set up as an alternative to more costly out of area placements. Pupils may have previously attended mainstream schools, Pupil Referral Units or specialist schools.

The current contract runs until 2018, but can be varied with 6 months' notice.

It is proposed that the number of places will be reduced from 14 to 10 from September 2016 and places will be reserved for students with the highest level of need. Full year savings would not be achieved until 17-18.

Implications / Risks:

(1) Fewer places would be available for students from mainstream schools and PRUs

(2) Possible increase in expensive out of area placements

#### 5.14 **Proposal 8 – Equipment**

Reduce budget from £20,000 to £10,000. Expect mainstream schools to fund 50% of the cost of SEN equipment for pupils with Statements / EHC plans.

Implications / Risks:

(1) Increased funding pressures on schools

- (1) Risk of budget overspend eg. if a small school genuinely can't fund an expensive item and there is a statutory duty to provide it

#### 5.15 **Proposal 9 – Therapy Services**

The service includes speech and language therapy and occupational therapy for children with Statements / EHC Plans. The proposal is to reduce the budget by 10%.

Approximately one third of the proposed saving can be made due to a pupil with very high level therapy needs leaving the area. The rest would have to be achieved by reducing the frequency of therapists' visits to schools. In particular, the Therapy Service has been asked to reassess the number of visits required by resourced and special schools, although it may also be necessary to reduce the number of sessions in mainstream schools.

A meeting has taken place with managers from the Therapy Service. They have expressed concern about their ability to achieve this level of saving but have agreed to come up with a proposal.

There is no scope to reduce overhead costs. These were assessed in detail as part of a previous savings exercise and were considered to be very low.

Implications / Risks

- (1) Pupils' therapy needs not met.
- (2) Possible legal challenge as therapy is quantified in Statements / EHC Plans.

#### 5.16 **Proposal 10 – Efficiency savings in Language and Literacy Units**

It is no longer proposed to reduce or remove this service, but each unit will be required to make efficiency savings as their funding will be reduced by £9k each. There should be no implications to service delivery.

#### 5.17 **Proposal 11 – PRU outreach**

The proposal is to remove this separate budget and allow RS to incorporate Outreach facility into their main budget. If RS not full, then more Outreach could be offered.

Implications / Risks:

- (1) Outreach is likely to be severely reduced.

#### 5.18 **Proposal 12 – CALT Team**

The CALT Team has been working to an income target since April 2015. It could be possible to increase income generation by reducing what schools receive in the free core service and increasing charges for annual packages of support and for pay as you go services and training.

Implications / Risks:

- (1) Some schools may no longer be able to buy in the service.



- (2) Reduced support for children and impact on levels of SEN expertise and training of staff in schools
- (3) Possible increase in EHC requests, with associated costs.
- (4) Risk to the long term viability of the service if charges have to be set at levels which are unaffordable to schools and the rate of buy in drops. 55 schools are currently buying the “core service plus”, ie. the full service. Other schools are buying the service in on a “pay as you go” basis.

#### 5.19 **Proposals 13 and 14 – Pre-School Teacher counselling and LIFT Project**

Both of these services are cuts to the Council’s central budget, and it had been hoped that should there be DSG available these services could be continued and / or reductions in service could have been avoided. HFG has proposed that part of the pre-school teacher counselling service can be met from under spend in the early year’s budget.

### **6. Conclusion**

- 6.1 All the proposals have implications for schools and their pupils, whether this is removal/reduction of a service currently received for free by schools, or requiring schools to pay for services at point of delivery or taking a reduction in income currently received for the provision of additional support to pupils.
- 6.2 In order to reduce spend to the level of resource being received, these reductions are required. However, by looking at the position over two years it has been possible to reduce the number of savings required.
- 6.3 If spending in 2016/17 is able to be maintained within the budget set, no further savings would be required in 2017/18, but it should be remembered that many of the high needs budgets are demand driven, and the level of funding to be received in the future is being reviewed by the DfE.

### **7. Appendices**

Appendix A – High Needs Block Budget 2016/17

### **8. Heads Funding Group Recommendation**

- 8.1 The Group agree the proposals as set out in this paper, and endorse the two year approach to the setting of this budget.

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**HIGH NEEDS BLOCK BUDGET 2016/17 V3 (4 March 2016)**

	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
	Description	Cost Centre	Aggresso 2015/16 Current Budget	add back non Aggresso budgets	Base DSG Budget 2016-17	Budget Adjustments (staffing & FYE)	Changes based on known and continuing demand	First Budget 2016-17 (SF 7/12/15)	Changes based on updated information	Budget 2016-17 as at January 2016 (SF 25/01/16)	Further changes based on updated information	Budget 2016-17 as at February 2016 (HFG 01/03/16)	Proposed Savings in 2016/17 (To SF 14/3/16)	Budget Proposed 2016-17	Proposed Savings in 2017/2018 (To SF 14/3/16)	Budget Proposed 2017-18	% of HNB (base budget before savings)	% of HNB (budget after savings)
4																		
5																		
6	<b>Place Funding</b>																	
7	Special Schools - Place Funding Pre 16	90540	2,860,000		2,860,000			2,860,000		2,860,000		2,860,000		2,860,000		2,860,000	14.61%	13.93%
8	Special Schools - Place Funding Post 16	DSG top slice	0	680,010	680,010	109,990		790,000		790,000		790,000		790,000		790,000	3.47%	3.85%
9	Resource Units - Place Funding Maintained Pre 16	90584	500,000		500,000			500,000		500,000		500,000	-29,170	470,830	-20,830	450,000	2.55%	2.19%
10	Resource Units - Place Funding Academies Pre 16	DSG top slice	0	690,000	690,000			690,000		690,000	29,170	719,170		719,170	20,830	740,000	3.52%	3.60%
11	Mainstream - Place funding Post 16	DSG top slice	0	44,000	44,000	4,000		48,000		48,000		48,000		48,000		48,000	0.22%	0.23%
12	Academies - Place Funding Post 16	DSG top slice	0	128,000	128,000	4,000		132,000		132,000		132,000		132,000		132,000	0.65%	0.64%
13	Non Maintained Special School Place Funding pre 16	DSG top slice	0	1,030,040	1,030,040	449,960		1,480,000		1,480,000		1,480,000		1,480,000		1,480,000	5.26%	7.21%
14	Non Maintained Special School Place Funding post 16	DSG top slice	0	353,350	353,350	126,650		480,000		480,000		480,000		480,000		480,000	1.80%	2.34%
15	<b>Sub Total</b>		<b>3,360,000</b>	<b>2,925,400</b>	<b>6,285,400</b>	<b>694,600</b>	<b>0</b>	<b>6,980,000</b>	<b>0</b>	<b>6,980,000</b>	<b>29,170</b>	<b>7,009,170</b>	<b>-29,170</b>	<b>6,980,000</b>	<b>0</b>	<b>6,980,000</b>	<b>32.10%</b>	<b>33.99%</b>
16																		
17	<b>Top Up Funding</b>																	
18	Special Schools - Top Up Funding	90539	2,730,940		2,730,940		62,340	2,793,280	50,940	2,844,220	298,330	3,142,550		3,142,550		3,142,550	13.95%	15.30%
19	Non WBC Special Schools - Top Up Funding	90548	735,240		735,240		384,490	1,119,730	-14,140	1,105,590	-37,490	1,068,100		1,068,100		1,068,100	3.75%	5.20%
20	Resource Units - Top Up Funding Maintained	90617	329,230		329,230			329,230	3,510	332,740	35,170	367,910		367,910		367,910	1.68%	1.79%
21	Resource Units - Top Up Funding Academies	90026	419,730		419,730		70,100	489,830	-8,310	481,520	65,240	546,760		546,760		546,760	2.14%	2.66%
22	Non WBC Resource Units - Top Up Funding	90618	27,860		27,860		27,740	55,600	-5,600	50,000		50,000		50,000		50,000	0.14%	0.24%
23	Mainstream - Top Up Funding Maintained	90621	459,980		459,980			459,980	-26,550	433,430	46,990	480,420		480,420		480,420	2.35%	2.34%
24	Mainstream - Top Up Funding Academies	90622	213,240		213,240			213,240	-28,570	184,670	120	184,790		184,790		184,790	1.09%	0.90%
25	Non WBC Mainstream - Top Up Funding	90624	62,150		62,150		-6,620	55,530	6,920	62,450	3,770	66,220		66,220		66,220	0.32%	0.32%
26	Non Maintained Special School Top Up	90575	905,320		905,320		-20,310	885,010		885,010	-134,060	750,950		750,950		750,950	4.62%	3.66%
27	Independent Special School Place & Top Up	90579	1,583,850		1,583,850		52,560	1,636,410	181,180	1,817,590	-134,090	1,683,500		1,683,500		1,683,500	8.09%	8.20%
28	Further Education Colleges Top Up	90580	990,040		990,040			990,040	-14,250	975,790	-48,810	926,980	-99,000	827,980		827,980	5.06%	4.03%
29	Disproportionate No. of HN pupils	90627	50,000		50,000			50,000		50,000	77,690	127,690		127,690		127,690	0.28%	0.62%
30	<b>Sub Total</b>		<b>8,507,580</b>	<b>0</b>	<b>8,507,580</b>	<b>0</b>	<b>570,300</b>	<b>9,077,880</b>	<b>145,130</b>	<b>9,223,010</b>	<b>172,860</b>	<b>9,395,870</b>	<b>-99,000</b>	<b>9,296,870</b>	<b>0</b>	<b>9,296,870</b>	<b>43.45%</b>	<b>45.27%</b>
31																		
32	<b>PRU Funding</b>																	
33	Pupil Referral Units - Place Funding	90320	840,000		840,000			840,000		840,000		840,000		840,000		840,000	4.29%	4.09%
34	Pupil Referral Units - Top Up Funding	90625	1,061,000		1,061,000		200,000	1,261,000		1,261,000		1,261,000	-227,660	1,033,340	-157,470	875,870	5.42%	4.27%
35	Non WBC PRU's - Top Up Funding	90626	0		0			0		0		0		0		0	0.00%	0.00%
36	Home Tuition	90315	300,000		300,000			300,000		300,000		300,000		300,000		300,000	1.53%	1.46%
37	<b>Sub Total</b>		<b>2,201,000</b>	<b>0</b>	<b>2,201,000</b>	<b>0</b>	<b>200,000</b>	<b>2,401,000</b>	<b>0</b>	<b>2,401,000</b>	<b>0</b>	<b>2,401,000</b>	<b>-227,660</b>	<b>2,173,340</b>	<b>-157,470</b>	<b>2,015,870</b>	<b>11.24%</b>	<b>9.82%</b>
38																		
39	<b>Other Statutory Services</b>																	
40	Applied Behaviour Analysis (APB)	90240	110,730		110,730		-20,730	90,000	-16,320	73,680	2,450	76,130		76,130		76,130	0.57%	0.37%
41	Sensory Impairment	90290	227,440		227,440		11,360	238,800		238,800		238,800	-23,880	214,920		214,920	1.16%	1.05%
42	SEN Commissioned Provision (Engaging Potential)	90577	540,260		540,260			540,260		540,260		540,260	-90,040	450,220	-64,320	385,900	2.76%	1.88%
43	Equipment For SEN Pupils	90565	20,000		20,000			20,000		20,000		20,000	-10,000	10,000		10,000	0.10%	0.05%
44	Therapy Services (Area Health Contract)	90295	315,430		315,430		9,000	324,430		324,430		324,430	-32,440	291,990		291,990	1.61%	1.42%
45	Hospital Tuition	90610	0		0		20,000	20,000		20,000		20,000		20,000		20,000	0.00%	0.10%
46	<b>Sub total</b>		<b>1,213,860</b>	<b>0</b>	<b>1,213,860</b>	<b>0</b>	<b>19,630</b>	<b>1,233,490</b>	<b>-16,320</b>	<b>1,217,170</b>	<b>2,450</b>	<b>1,219,620</b>	<b>-156,360</b>	<b>1,063,260</b>	<b>-64,320</b>	<b>998,940</b>	<b>6.20%</b>	<b>4.86%</b>
47	<b>Non Statutory Services</b>																	
48	LAL Funding	90555	134,600		134,600			134,600		134,600		134,600	-18,400	116,200		116,200	0.69%	0.57%
49	HN Outreach Special schools	90585	70,000		70,000			70,000		70,000		70,000		70,000		70,000	0.36%	0.34%
50	HN Outreach PRU	90582	117,000		117,000			117,000		117,000		117,000	-117,000	0		0	0.60%	0.00%
51	Sen Pre School Children	90238	50,210		50,210			50,210		50,210		50,210		50,210		50,210	0.26%	0.24%
52	Cognition and Learning Team (CALT)	90280	261,950		261,950	38,250		300,200	80	300,280		300,280	-20,000	280,280		280,280	1.34%	1.36%
53	ASD Teachers	90830	135,490		135,490	4,230		139,720		139,720		139,720		139,720		139,720	0.69%	0.68%
54	Vulnerable Children	90961	60,000		60,000			60,000		60,000		60,000		60,000		60,000	0.31%	0.29%
55	SEN Inclusion	90965	29,320		29,320	-29,320		0		0		0		0		0	0.15%	0.00%
56	Pre School Teacher Counselling	NEW	0		0		85,000	85,000		85,000		85,000	-85,000	0		0	0.00%	0.00%
57	Learning Independence for Travel	NEW	0		0		75,000	75,000		75,000		75,000	-75,000	0		0	0.00%	0.00%
58	<b>Sub Total</b>		<b>858,570</b>	<b>0</b>	<b>858,570</b>	<b>13,160</b>	<b>160,000</b>	<b>1,031,730</b>	<b>80</b>	<b>1,031,810</b>	<b>0</b>	<b>1,031,810</b>	<b>-315,400</b>	<b>716,410</b>	<b>0</b>	<b>716,410</b>	<b>4.38%</b>	<b>3.49%</b>
59																		
60	<b>Support Service Recharges</b>																	
61	Support Service Recharges	SSRs	0	515,750	515,750	-114,150		401,600	125,110	526,710		526,710		526,710		526,710	2.63%	2.56%
62	<b>Sub total</b>		<b>0</b>	<b>515,750</b>	<b>515,750</b>	<b>-114,150</b>	<b>0</b>	<b>401,600</b>	<b>125,110</b>	<b>526,710</b>	<b>0</b>	<b>526,710</b>	<b>0</b>	<b>526,710</b>	<b>0</b>	<b>526,710</b>	<b>2.63%</b>	<b>2.56%</b>
63																		
64	<b>High Needs Block Total Expenditure</b>		<b>16,141,010</b>	<b>3,441,150</b>	<b>19,582,160</b>	<b>593,610</b>	<b>949,930</b>	<b>21,125,700</b>	<b>254,000</b>	<b>21,379,700</b>	<b>204,480</b>	<b>21,584,180</b>	<b>-827,590</b>	<b>20,756,590</b>	<b>-221,790</b>	<b>20,534,800</b>	<b>100.00%</b>	<b>100.00%</b>
65																		
66	<b>High Needs Block Funding:</b>																	
67	DSG Fixed Allocation				19,100,550			19,100,550		19,100,550		19,100,550		19,100,550		19,100,550		
68	Adjustments for FYE Place funding					694,600												

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## Early Years Budget Proposal 2016/17

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**Report being considered by:** Schools Forum  
**On:** 14/03/2016  
**Report Author:** Avril Allenby  
**Item for:** Decision      **By:** All Forum Members

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### 1. Purpose of the Report

1.1 To set out for the Early Years Block the likely financial position and under spend to be carried forward for 2015/16, and detail the proposals for setting a balanced budget for this block in 2016/17.

### 2. Recommendation(s)

2.1 To agree the early years block budget as set out in section 5 of the report.

<b>Will the recommendation require the matter to be referred to the Council or the Executive for final determination?</b>	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>
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### 3. Background

3.1 The current (as at February 2016) number of early year's providers funded from this block is 116, and the breakdown by type of provider is shown in Table 1.

**Table 1**

<b>Early Years Providers</b>	<b>Number</b>
Private Nursery/Independent School	39
Pre Schools	38
Childminders	22
Nursery classes in schools	15
Maintained nursery schools	2
<b>Total</b>	<b>116</b>

3.2 The Dedicated Schools Grant (DSG) funding in the financial year for the early years block is based on the number of children accessing the free entitlement on the day of the January census over two years – so for 2015/16 funding, the per FTE child DSG funding rates (£3,911.25 for 3 and 4 year olds, £5,092 for 2 year olds) is multiplied by the number of FTE children counted in the January 2015 census multiplied by 5/12 plus the same per child DSG funding rates multiplied by the number of children counted in the January 2016 census multiplied by 7/12. Final confirmation of the funding is received the following June, three months after the close of the financial year to which the funding relates. Early years pupil premium grant (EYPPG) was allocated as a fixed sum for 2015/16 based on an estimate of eligible children, but from 2016/17 it will be based on data collected in the January census as above.

- 3.3 Payments to providers are made according to actual take up of places. Each provider is allocated an hourly funding rate at the start of the financial year depending on type of provision and qualification of staff. The provider receives this funding rate for each child for the actual number of hours they attend the setting in the financial year (i.e. funding follows the child). Children can take up their free provision at any time during the year up to the maximum number of funded hours. Additional hours can be purchased from the provider if offered. EYPPG is paid as an additional hourly rate for those children who meet the criteria.
- 3.4 Thus there is a mismatch between DSG funding received and payments made to providers. The budget has to be set (i.e. the hourly rates to be paid to providers agreed) without any certainty of what the funding for the year will be or the number of hours of provision to be paid. There will always be an under or over spend.
- 3.5 In order to set the budget, the methodology used is to base the calculations on prior year data plus an adjustment for any assumed or known changes.
- 3.6 In the last few years the actual DSG funding received for three and four year olds has not covered the payments made to providers, but an under spend on two year olds has been carried forward allowing the three and four year old funding rates to providers to be maintained.

#### 4. Forecast for 2015/16

- 4.1 Accurately forecasting the likely carry forward in the current year is crucial in determining what funds are available (as one-off additional funding or a deficit to be repaid) in the following year.
- 4.2 In setting the 2015/16 early years block budget, it was assumed that the in year growth in numbers experienced in the previous few years would be repeated, and so the same percentage increase was included in the estimate. On this basis there was a shortfall in three and four year old funding, but the under spend in 2014/15 (mainly from two year old funding) was carried forward to support this budget without the need to adjust downwards the funding rates paid to providers. It was recognised that this would only be a solution for one year *if* all the carry forward was used in 2015/16.
- 4.3 Indicative figures from the January 2016 census are now available to estimate the funding for the year, and Spring term payments to providers have been estimated to be able to forecast total expenditure for the year. Table 2 sets out the current forecast on each budget line within the early years block.

**Table 2**

<b>Early Years Block Budget</b>	<b>Budget 2015/16</b>	<b>Current Forecast</b>	<b>Variance</b>
3 & 4 year old PVI Providers	4,673,650	4,281,550	-392,100
3 & 4 year old Nursery classes in schools	1,080,100	1,070,220	-9,880
3 & 4 year old Maintained nursery	808,730	749,730	-59,000
2 Year Old Funding – all settings	810,000	617,800	-192,200
Central Expenditure on Children under 5	79,820	86,470	6,650

Pupil Premium Grant and Deprivation Supplement	209,590	51,410	-158,180
<b>Total Expenditure</b>	<b>7,661,890</b>	<b>6,857,180</b>	<b>-804,710</b>
DSG Early Years Block funding	-7,004,800	-6,776,830	227,970
SEN Pre School Children (transfer funding to high needs block)	10,000	10,000	0
<b>In Year Net Position (i.e. shortfall)</b>	<b>667,090</b>	<b>90,350</b>	<b>-576,740</b>
DSG carry forward from 2014/15	-667,090	-667,090	0
<b>Net Position Overall</b>	<b>0</b>	<b>-576,740</b>	<b>-576,740</b>

- 4.4 The current figures indicate an overall under spend of £577k. The increase in numbers of 2, 3 & 4 year olds accessing the free entitlement has not materialised as forecast and as in previous years, and this stability in numbers appears to be a national trend.
- 4.5 The DSG funding forecast is also less, based on the actual lower numbers (compared to those predicted) recorded in the January 2016 census. However, due to the significantly lower numbers in the Autumn 2015 term compared to the January 2016 census, the funding to be received in year is based on pupil numbers greater than those actually receiving the free entitlement throughout the year and is to our advantage (in previous years the opposite has occurred).
- 4.6 The take up of the early years pupil premium grant has been slow (funding is also added through this method for the deprivation supplement of the early years formula). An additional grant of £75k was received for PPG and the DfE has confirmed that no funding will be clawed back in 2015/16 for the unspent element.
- 4.7 The overall in year position is an over spend of £90k compared to the original estimate of £667k. Had the carry forward from 2014/15 not been available and the rates paid to providers had been reduced, this would therefore have resulted in an under spend but at a significant detriment to providers. This illustrates the volatility of this budget, and the need to have back up funding available.
- 4.8 The overall in year overspend of £90k will be met from the 2014/15 carry forward of £667, leaving £577k available as one off funding in 2016/17. Bear in mind that these figures are forecasts, and the final figure for the year could vary by as much as £100k.

## 5. Budget for 2016/17

- 5.1 The estimate for 2016/17 is set out in Table 3 (alongside the 2015/16 forecast), based on the following assumptions:
- The same number of hours of provision as per the 2015/16 actual for existing providers (adjusted for the actual number of weeks in the financial year for the maintained sector). No in year growth in hours of provision is assumed.
  - Quality bands have been adjusted for each provider as appropriate according to the employee data in the January 2016 returns.
  - The same funding rates as 2015/16 have been applied.

- An increase in PPG take up has been assumed.
- An increase in the centrally retained budget due to staffing costs in respect of the additional work involved in PPG and two year old assessments.
- The January 2016 census pupil numbers only have been used to predict the DSG funding for the full year. This assumes numbers will remain stable.
- The PPG grant matching the actual hours of take up.

**Table 3**

<b>Early Years Block Budget</b>	<b>Forecast 2015/16</b>	<b>Estimate 2016/17</b>
3 & 4 year old PVI Providers	4,281,550	4,382,000
3 & 4 year old Nursery classes in schools	1,070,220	1,133,080
3 & 4 year old Maintained nursery	749,730	779,380
2 Year Old Funding – all settings	617,800	611,440
Central Expenditure on Children under 5	86,470	128,100
Pupil Premium Grant and Deprivation Supplement	51,410	100,000
<b>Total Expenditure</b>	<b>6,857,180</b>	<b>7,134,000</b>
DSG Early Years Block	-6,776,830	-6,770,310
SEN Pre School Children (transfer funding to high needs block)	10,000	10,000
<b>In Year Net Position (i.e. shortfall)</b>	<b>90,350</b>	<b>373,690</b>
DSG EY Block carry forward from previous year	-667,090	-576,740
<b>Net Position Overall</b>	<b>-576,740</b>	<b>-203,050</b>

- 5.2 A more detailed breakdown of the funding calculation and budget position for both 2015/16 and 2016/17 are shown in Appendix A.
- 5.3 In order to balance the budget in 2016/17, part of the under spend from 2015/16 (£374k) will be required. This leaves £203k. Rather than adjust funding rates downwards (which would be a significant negative impact on this sector where many settings are already struggling to remain viable, particularly with cost pressures from the national living wage, pension obligations, and statutory staffing ratios), it is proposed to maintain the current rates, as set out in appendix B, for a further year by utilising the carry forward. This includes maintaining the deprivation rate of £0.47 per hour which is added to the pupil premium. From 2017 increased funding rates and a new national formula are then due to be implemented.
- 5.4 In the November 2015 Spending Review, the Government stated that it will increase the “average” funding rate paid to providers for the free entitlement alongside the increase to 30 hours provision for 3 & 4 year olds from working families. This will take place in 2017/18. The average rate quoted is slightly higher than our current rate: £4.36 for 3 and 4 year olds excluding the PPG element, compared to our current rate received of £4.12, and £5.39 for 2 year olds compared to our current rate of £5.36.
- 5.5 The Government has also stated its intention to have a national early year’s formula from 2017, and a consultation is expected soon. It is not clear whether this means a standard hourly rate across the country (with some area cost adjustment) for each



type of provider, or whether local authorities will need to design a simpler formula to distribute the new standard funding rates to providers.

## 6. Proposals

6.1 To summarise, the proposals are:

1. To maintain the 2015/16 funding rates to providers in 2016/17.
2. To use part of the 2015/16 under spend to cover the estimated shortfall in the early years block in 2016/17.
3. To set the early years budget as per Table 3 in this report.
4. Due to the volatile nature of funding and payments, to retain any remaining under spend from 2015/16 as a contingency, but for all DSG services.

## 7. Conclusion

7.1 This is a volatile budget in respect of both the DSG funding received and payments made to providers. As has been shown in the current and previous years, the outturn can vary as much as £0.5m compared to the budget set. Having one-off funding set aside as a contingency will help mitigate the high risk of incurring a significant overspend or reducing funding rates to providers unnecessarily.

7.2 Once the DfE's funding arrangements for 2017/18 are known, the formula and rates can be reviewed in order for this budget to be set on a sustainable basis for the future.

## 8. Consultation and Engagement

8.1 The Early Years Steering Group has been consulted on these proposals.

## 9. Appendices

Appendix A – Early Years Budget: 2015/16 Forecast and 2016/17 Budget

Appendix B – Early Years Single Funding Formula Rates

## 10. Heads Funding Group Recommendation

10.1 The Heads Funding Group support the proposals set out in this report but in addition request that part of the 2015/16 under spend be used to retain part of the pre-school teacher counselling service (the high needs budget proposal is to cut this budget by £85,000) at a cost of £45,000 in 2016/17.

<b>Early Years Budget: 2015/16 FORECAST &amp; 2016/17 BUDGET as at 4/03/16</b>						
<b>SUMMARY</b>						
	2015/16 Budget Set £	2015/16 Virement £	2015/16 Revised £	2015/16 Forecast £	2015/16 Variance £	2016/17 Budget £
PVI Providers (90036)	4,726,470	-52,820	4,673,650	4,281,551	-392,099	4,382,004
Nursery classes in Mainstream Schools (90037)	1,080,100		1,080,100	1,070,216	-9,884	1,133,078
Maintained Nursery Schools (90010)	808,730		808,730	749,727	-59,003	779,382
2 Year Old Funding (90018)	810,000		810,000	617,799	-192,201	611,444
Central Expenditure on Children Under 5 (90017)	79,820		79,820	86,470	6,650	128,100
Pupil Premium Grant (and deprivation funding)	209,590		209,590	51,410	-158,180	100,000
<b>TOTAL EXPENDITURE</b>	<b>7,714,710</b>	<b>-52,820</b>	<b>7,661,890</b>	<b>6,857,173</b>	<b>-804,717</b>	<b>7,134,008</b>
Early Years DSG Block Funding In Year (see below)	-7,004,796		-7,004,796	-6,776,835	227,961	-6,770,313
less: contribution to HN block (SEN pre school)	10,000		10,000	10,000	0	10,000
<b>IN YEAR NET POSITION</b>	<b>719,914</b>	<b>-52,820</b>	<b>667,094</b>	<b>90,339</b>	<b>-576,756</b>	<b>373,695</b>
Early Years DSG Block Funding carried forward	-724,390	57,300	-£667,090	-£667,090	0	-£576,756
<b>OVERALL NET POSITION</b>	<b>-4,476</b>	<b>4,480</b>	<b>4</b>	<b>-576,751</b>	<b>-576,756</b>	<b>-203,061</b>
<b>CALCULATION OF EARLY YEARS DSG BLOCK FUNDING 2015/16 FORECAST &amp; 2016/17 BUDGET</b>						
<b>3 &amp; 4 Year Olds Census Data</b>	<b>Jan-15</b>	<b>Jan-16</b>	<b>Average</b>			
School census	422.00	425.00	423.75	FTE		
Early years Census	1,139.00	1,131.00	1,134.33	FTE		
a Actual will be 5/12 Jan PYR census + 7/12 Jan CYR census	1,561.00	1,556.00	1,558.08	FTE		
b Guaranteed Unit of funding			£3,911.25			
<b>2 Year Olds Census Data</b>	<b>Jan-15</b>	<b>Jan-16</b>	<b>Average</b>			
School census	8.00	30.00	20.83	FTE		
Early years Census	106.00	94.00	99.00	FTE		
c Actual will be 5/12 Jan PYR census + 7/12 Jan CYR census	114.00	124.00	119.83	FTE		
d Guaranteed Unit of funding			£5,092.00			
<b>DSG FUNDING CALCULATION</b>	<b>Budget 15/16</b>		<b>Forecast 15/16</b>		<b>Budget 16/17</b>	
	(Jan 15 census)		(Average census)		(Jan 16 census)	
Estimated DSG Allocation for 3 & 4 Year olds (a x b)	£6,105,461		£6,094,053		£6,085,905	
Estimated DSG Allocation for 2 Year olds (c x d)	£580,488		£610,191		£631,408	
Estimated growth adjusted for in DSG	£246,257		£0		£0	
Final Adjustment in relation to previous year DSG	-£2,000		-£2,000		£0	
Early Years Pupil Premium Grant	£74,590		£74,590		£53,000	
<b>DSG ALLOCATION FOR YEAR</b>	<b>£7,004,796</b>		<b>£6,776,835</b>		<b>£6,770,313</b>	
plus Carry Forward from previous year	£667,090		£667,090		£576,756	
<b>TOTAL DSG AVAILABLE</b>	<b>£7,671,886</b>		<b>£7,443,925</b>		<b>£7,347,069</b>	
<b>In Year Grant Position - Surplus / (Shortfall) Excluding Carry Forward</b>						
	<b>Budget 15/16</b>		<b>Forecast 15/16</b>		<b>Budget 16/17</b>	
3 & 4 Year Olds (plus central expenditure)	-£538,839		-£95,911		-£336,659	
2 Year Olds	£16,745		-£7,608		£19,964	
PPG	-£135,000		£23,180		-£47,000	
Transfer to HN Block	-£10,000		-£10,000		-10,000	
<b>TOTAL</b>	<b>-£667,094</b>		<b>-£90,339</b>		<b>-£373,695</b>	

<b>West Berkshire Council</b>	
<b>Early Years Single Funding Formula</b>	
<b>Rate for Two Year Olds</b>	
<b>Single Rate for ALL providers</b>	<b>£5.26</b>
<b>Rates for Three and Four Year Olds</b>	
<b><u>Base Hourly Rate</u></b>	
<b>Rate 1 for PVI with sole use of property (owned or rented)</b> £3.19 + £0.37 + £0.30 (8.5% RoR)	<b>£3.86</b>
<b>Rate 2 for PVI with sole use of property (owned or rented) with outdoor space over 1/4 acre</b> £3.19 + £0.46 + £0.31 (8.5% RoR)	<b>£3.96</b>
<b>Rate 3 for PVI other (Village/community Hall or similar)</b> £3.19 + £0.22 + £0.29 (8.5% RoR)	<b>£3.70</b>
<b>Rate 4 Maintained Nursery school (purpose built)</b> £3.19 + £0.16 - £0.28 (management costs included in fixed supplement)	<b>£3.07</b>
<b>Rate 5 Maintained Nursery Class</b>	<b>£3.19</b>
<b><u>Supplements for Quality</u></b>	
<b><u>Rate B</u></b>	
At least 1 member of staff with level 4 / trainee EYPS Other staff at least 50% at level 3 OR At least 75% of staff at level 3 Adult:Child Ratio 1:8 (£3.57 - £3.19)	<b>£0.38</b>
<b><u>Rate C</u></b>	
At least 1 member of staff a qualified teacher or EYPS Other staff at least 50% at level 3 Adult:Child Ratio 1:8 (£3.92 - £3.19)	<b>£0.73</b>
<b><u>Rate D</u></b>	
At least 1 member of staff a qualified teacher or EYPS Other staff 50% at level 3 or above, all other staff at level 2, Adult:Child Ratio 1:8 (£4.13 - £3.19)	<b>£0.94</b>
<b><u>Rate E</u></b>	
At least 1 member of staff a qualified teacher with 5 years relevant early years experience, or EYPS with 5 years relevant early years experience. Next member of staff a qualified teacher or EYPS All other staff at level 3 Adult:Child Ratio 1:8 (£4.75 - £3.19)	<b>£1.56</b>

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# Schools Forum Work Programme 2017/18

	Item	Purpose	HFG Deadline	Heads Funding Group	Notes	SF Deadline	Schools Forum	Comments	Author
<b>Term 6</b>	School Funding Arrangements for 2017/18 (DfE consultation)		18/05/16	25/05/16		27/05/16	06/06/16	Discussion	Claire White
	School Formula 2017/18 Options		18/05/16	25/05/16		27/05/16	06/06/16	Discussion	Claire White
	School Balances 2015/16		18/05/16	25/05/16		27/05/16	06/06/16	Discussion	Claire White
	DSG Outturn 2015/16					27/05/16	06/06/16	Decision	Ian Pearson
	School Financial Value Standard - Annual Report for 2015/16					27/05/16	06/06/16	Information	Ian Priestley
	Vulnerable Children's Fund - Annual Report for 2015/16					27/05/16	06/06/16	Information	Cathy Burnham
	Trade Union Facilities Time - Annual Report for 2015/16					27/05/16	06/06/16	Information	Ian Pearson/ Robert O'Reilly
	Scheme for Financing Schools 2016/17					27/05/16	06/06/16	Decision	Claire White
	Joint Strategic Review of Pupil Referral Units			18/05/16	25/05/16	Part II	27/05/16	06/06/16	Information
<b>Term 6</b>	School Formula 2017/18 Proposal		22/06/16	29/06/2016 (4pm start)		01/07/16	11/07/16	Decision	Claire White
	De-delegations and Buy Back arrangements for 2016/18		22/06/16	29/06/2016 (4pm start)		01/07/16	11/07/16	Decision	Claire White
	School Budgets 2016/17 & Schools in Financial Difficulty		22/06/16	29/06/2016 (4pm start)		01/07/16	11/07/16	Discussion	Claire White
	DSG Monitoring Month 3					01/07/16	11/07/16	Discussion	Ian Pearson
	Schools' Forum Membership & Constitution from September 2016					01/07/16	11/07/16	Decision	Jo Reeves
<b>Term 1</b>	Schools Funding Formula 2017/18		21/09/16	28/09/16		03/10/16	10/10/16	Decision	Claire White
	Additional Funding Criteria 2017/18		21/09/16	28/09/16		03/10/16	11/10/16	Decision	Claire White
	De-delegations 2017/18		21/09/16	28/09/16		03/10/16	12/10/16	Decision	Claire White
	High Needs Places and Arrangements 2017/18		21/09/16	28/09/16		03/10/16	13/10/16	Discussion	Jane Seymour
	PRU Strategic Review Update					03/10/16	14/10/16	Discussion	Caroline Corcoran
	Election of Chair and Vice-Chair					03/10/16	15/10/16	Decision	Ian Pearson
	DSG Monitoring 2016/17 Month 5					03/10/16	16/10/16	Information	Ian Pearson

# Schools Forum Work Programme 2017/18

	Item	Purpose	HFG Deadline	Heads Funding Group	Notes	SF Deadline	Schools Forum	Comments	Author
<b>Term 2</b>	Draft DSG Funding & Budget 2017/18		16/11/16	23/11/16		25/11/16	05/12/16	Discussion	Claire White
	Draft High Needs Budget 2017/18	including PRUs	16/11/16	23/11/16		25/11/16	05/12/16	Discussion	Jane Seymour & Cathy Burnham
	Draft Early Years Budget 2017/18		16/11/16	23/11/16		25/11/16	05/12/16	Discussion	Avril Allenby
	Update on Schools in Financial Difficulty		16/11/16	23/11/16		25/11/16	05/12/16	Information	Claire White
	Schools Funding Benchmarking Information					25/11/16	05/12/16	Information	Claire White
	DSG Monitoring 2016/17 Month 7					25/11/16	05/12/16	Information	Ian Pearson
<b>Term 3</b>	Overview of DSG Funding and Draft Budget 2017/18		05/01/17	11/01/17		13/01/16	23/01/17	Discussion	Claire White
	School Budget and School Formula 2017/18		05/01/17	11/01/17		13/01/16	23/01/17	Decision	Claire White
	High Needs Budget Proposals 2017/18		05/01/17	11/01/17		13/01/16	23/01/17	Discussion	Jane Seymour & Cathy Burnham
	PRU Strategic Review Update					13/01/16	23/01/17	Discussion	Caroline Corcoran
	Growth Fund and Falling Rolls Fund 2016/17					13/01/16	23/01/17	Information	Claire White
	DSG Monitoring 2016/17 Month 9					13/01/16	23/01/17	Discussion	Ian Pearson
<b>Term 4</b>	Work Programme 2017/18		15/02/17	22/02/17		24/02/17	06/03/17	Decision	Jo Reeves
	Final DSG Budget 2017/18		15/02/17	22/02/17		24/02/17	06/03/17	Decision	Claire White
	Final High Needs Budget 2017/18		15/02/17	22/02/17		24/02/17	06/03/17	Decision	Jane Seymour & Cathy Burnham
	Final Early Years Budget 2017/18		15/02/17	22/02/17		24/02/17	06/03/17	Decision	Avril Allenby
	DSG Monitoring 2016/17 Month 10					24/02/17	06/03/17	Information	Ian Pearson

## West Berkshire Home Education Entitlement

Educating children with health needs. Statutory guidance May 2013

The entitlement to home education is set out in the statutory guidance

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/269469/health\\_needs\\_guidance\\_-\\_revised\\_may\\_2013\\_final.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/269469/health_needs_guidance_-_revised_may_2013_final.pdf)

The Home Education Service as delivered in West Berkshire is built around the statutory guidance (May 2014);

all children, regardless of their personal circumstance or education setting receive a good education. To make this possible, alternative provision should address a pupil's individual needs whether they be health related, behavioral related, or otherwise through an appropriately tailored approach. This should also include social and emotional needs.

HEd is under the umbrella of The Reintegration Service and as such mirrors the importance of helping students return as quickly as possible to appropriate full time education.

The quality of provision is ensured through OFSTED monitoring schedules in line with The Reintegration Service, which at last inspection (June '14) was deemed 'Good'.

The key features of the statutory guidance are;

Local Authorities must:

- Arrange suitable<sup>1</sup> full-time<sup>2 3</sup> education (or as much education as the child's health condition allows) for children of compulsory school age who, because of illness, would otherwise not receive suitable education.
- Provide such education as soon as it is clear that the child will be away from school for 15 days or more, whether consecutive or cumulative.

Local Authorities should

- liaise with appropriate medical professionals to ensure minimal delay in arranging appropriate provision for the child.
- Ensure that the education children receive is of good quality, as defined in the statutory guidance Alternative Provision (2013),
- allows them to take appropriate qualifications,
- prevents them from slipping behind their peers in school and
- allows them to reintegrate successfully back into school as soon as possible.

Local Authorities should not:

- Have processes or policies in place which prevent a child from getting the right type of provision and a good education<sup>4</sup>.
- Withhold or reduce the provision, or type of provision, for a child because of how much it will cost (meeting the child's needs and providing a good education must be the determining factors).

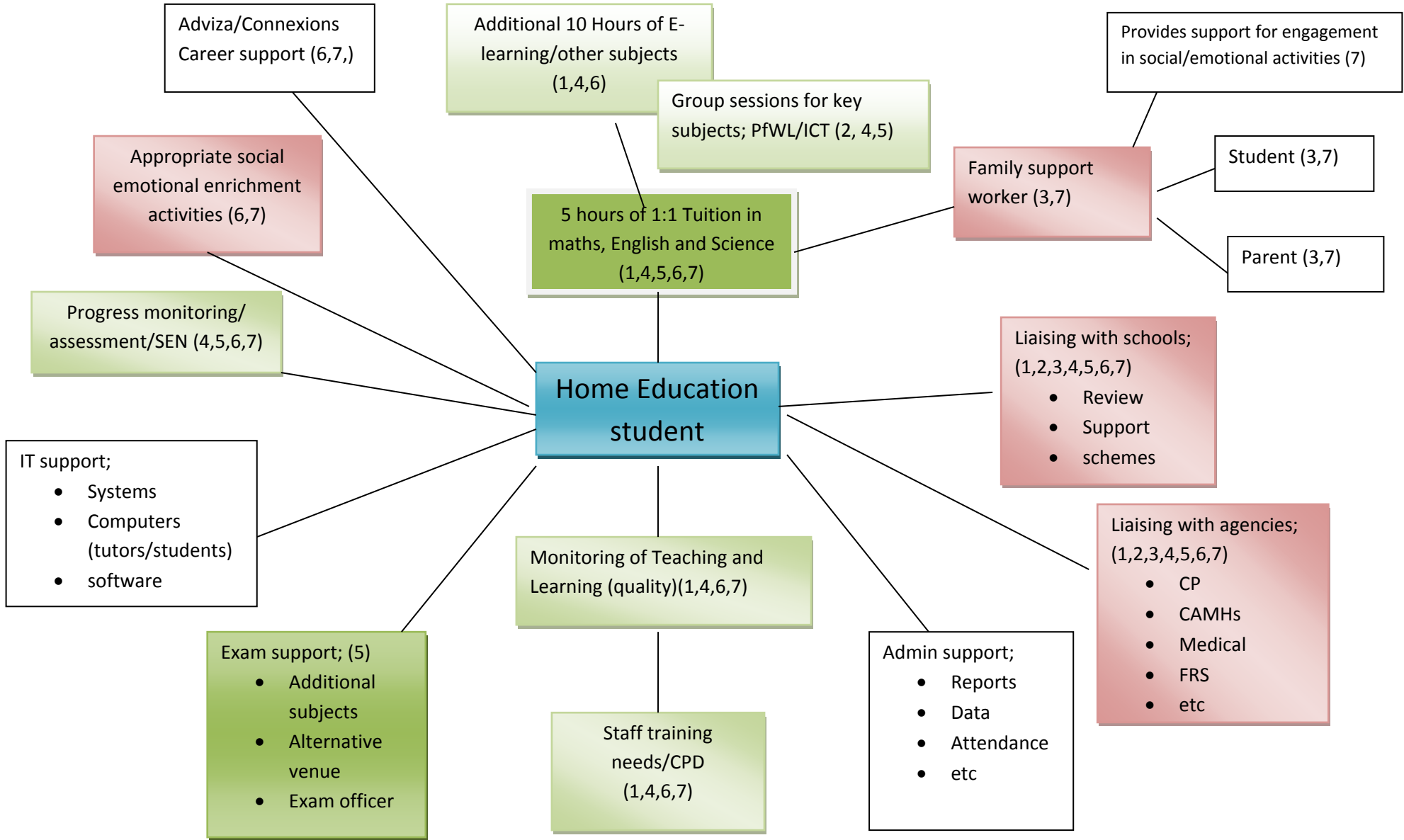
<sup>1</sup> "suitable" means suitable to the child's age, aptitude, ability and any special educational needs that he or she may have.

<sup>2</sup> Unless the pupil's condition means that full-time provision would not be in his or her best interests.

<sup>3</sup> "Full-time education" is not defined in law but it should equate to what the pupil would normally have in school – for example, for pupils in Key Stage 4 full-time education in a school would usually be 25 hours a week.

<sup>4</sup> For further guidance on providing a good education to pupils in alternative provision, see 'Alternative Provision: a guide for local authorities, head teachers and governing bodies of schools, pupil referral units and other providers of alternative provision.

# Ensuring Quality Provision of Home Education for Students with Health needs





## Home Education Review 2014-15

### Ensuring Quality Provision

#### Highlights;

Total number of students accessing home education has been rising over the last 3 years. The main medical reason for referral is anxiety (68%)

The number of students reintegrated into school continues to increase, (20%- 52% over 4 year period). This is positively correlated with those that engage in arranged social activity during their time with HEd.

The number of students who are with the service for 1 year or more has decreased (50%- 35% over a 4 year period)

Next year projections for students staying one year plus are that there will be a significant increase as we have an unusually high number of Y10/Y11 students who are notoriously difficult to reintegrate. At present 70% of our referrals are years 10/11.

91% of students made progress in Maths by at least 1 sub level during their period of time in the service, 78% of students made 2 levels or more sublevels of progress in a year.

91% of students made at least 1 sub level of progress in English. 73% made 2 sub levels or more levels of progress in a year.

91% of students made progress in BOTH Maths and English.

2014-15 saw a greater uptake of post 16 education by HEd students.

No NEET students for the second year running.

The percentage attendance of students achieving The Reintegration Service attendance target of 85% or more has improved over the 4 year period, and continues to improve. (62% - 86%).

67% of year 11 students left with 5+ GCSE A\*-C

100% of year 11 students left with Maths qualifications, 99% with English. All moved onto appropriate placement.

## Home Education Review 2014-15

### In addition

The Home Education Service has been developing their provision to extend student access to education. While alternative provision to promote areas such as self esteem has been evidenced as positive, increases of on-line learning for anxious students has actually been shown to reduce their overall attendance.

### Context;

Home Education (HEd) is Local Authority provision for students who cannot attend school for medical reasons. All applications are supported by consultant level referrals. Students are referred for a range of medical conditions, however the majority of our students are referred for mental health issues; anxiety, ASD, ADHD, eating disorders. (2014-15).

Condition	Number of students
ASD (Anxiety)	12
Anxiety (non ASD)	13
Anxiety all	25
Eating disorders	3
Crohn's	1
Surgery	2
Chronic fatigue	3
Head Injury	1
Cancer	1
Total	37

### Number of students

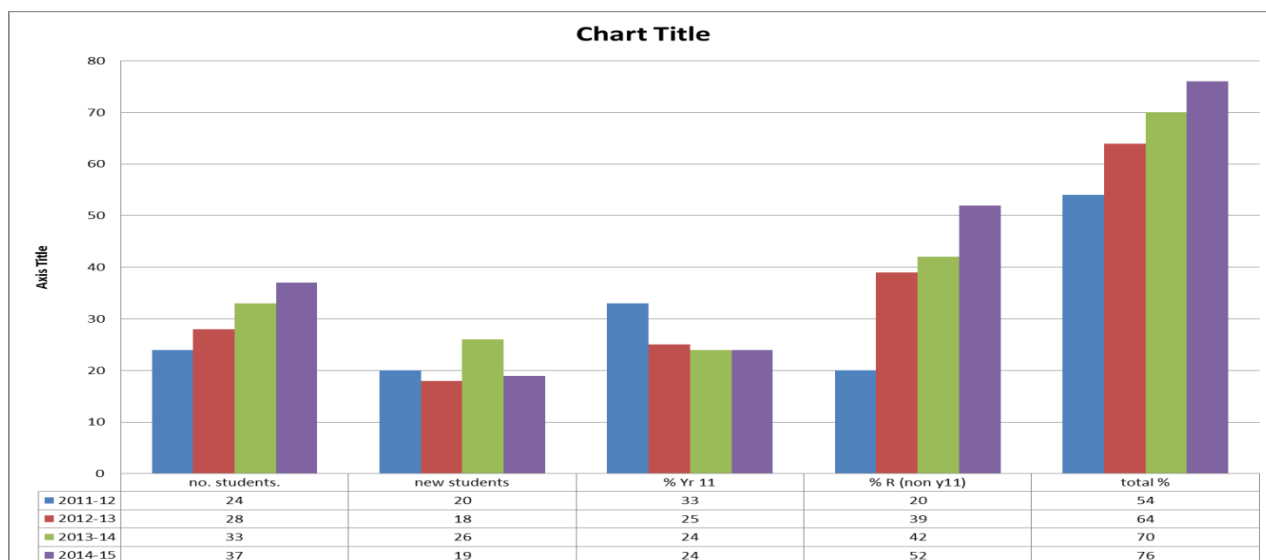
	Total No. students.	New students in academic year
2011-12	24	20
2012-13	28	18
2013-14	33	26
2014-15	37	19

The number of students receiving HEd has been rising over the last 4 years

Although the number of students has risen the turnover of students has also increased. The number of students being referred has increased but so has the relative number of students being reintegrated.

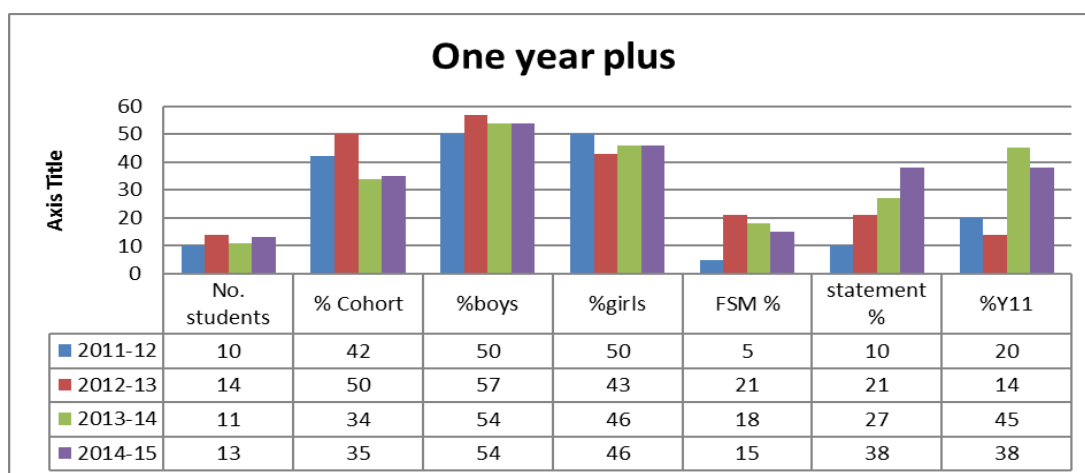
The overall number of students reintegrated in an academic year has steadily increased each year from 20% (2011-12) to 52% (2014-15). If you also include the Y11 leavers then the % turnover of students has increased yearly from 54% (2011-12) to 76% (2014-15). More of the students referred to home education each year are reintegrated now than was the case each previous year from 2011-12.

# Home Education Review 2014-15



## One year plus;

The number of students on roll for more than one year has declined even though overall numbers have increased. A greater number of one year plus students have been reintegrated. This coincides with an increase in the number of students accessing enrichment activities (appendix 1) and access to a family support worker, FSSW (appendix 2) provided by HEd. Where possible additional funding to support the activities is gained through PP, PP+ or SEN/EHC. With the strain on CAMHS resources and support agencies, the importance of HEd to support families and offer opportunities to develop socially has and will continue to increase in importance if reintegration is to succeed. Statemented/EHC students and year11 students form the main group of long term students for HEd, accounting for 76% of the cohort.



## One year plus by category - who are they?

One year plus has reduced as a percentage of the cohort. The breakdown of 1 year plus is that it is;

- equally made up of boys and girls.
- FSM is a reducing component of one year plus due to a focus on intervention and enrichment.
- Statemented/EHC students figure highly as they await specialist placements/assessments from the Local Authority. The reason for this is that these students have complex needs and are reliant on a range of factors including external services to support and move students to appropriate placements.

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- Numbers of year11 students create difficulties in reintegration due to time restraints and the pressure to achieve academically for these young people. Preparation for next step is a main priority to prevent NEET status.
- Next year projections for one year plus are that there will be a significant increase as we have an unusually high number of year10/Y11 students who are notoriously difficult to reintegrate. At present 70% of our referrals are year10/11.

### Progress 2014-15;

Progress is measured 12 weekly. It is measured both academically and using other indicators;

Academic progress is recorded as;

- Accelerated progress - more than 3 sub levels a year.
- Better than expected progress - 3 sub levels a year
- Expected Progress - 2 sub levels a year
- Other progress

No Students achieving 12 weeks +	Maths	%	English	%
3+ Levels	3	14	5	23
2 levels	14	64	11	50
1 Level	3	14	4	18
other progress	2	9	2	9
total	22	22	22	22

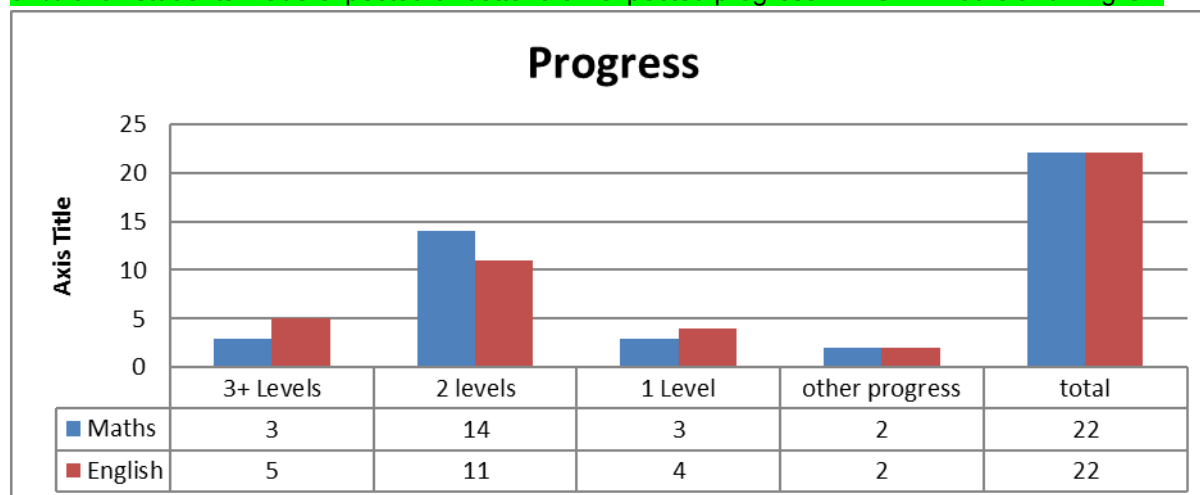
### Maths;

- 91% of students in Maths made progress in 2014-15.
- 78% made better than expected progress and
- 91% made expected or better progress.

### English

- 91% of students made progress in English.
- 73% made better than expected progress.
- 91% made expected or better than expected progress.

91% of all students made expected or better than expected progress in **BOTH** Maths and English.



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The 2 students who did not make academic progress in Maths, 1 was a boy other a girl. The boy was SEND. Of the 2 that did not make progress in English both were boys and not in category.

### Progress Vulnerable groups 2014-15

Category	No. Students	Maths levels achieved				English levels achieved			
		3+	2+	1+	0	3+	2+	1+	0
FSM (EV6)	3			2	1	1		2	
Statement	6		5		1		2	4	
LAC	2		1	1				2	

- 2/3 FSM (EV6) students made progress in Maths 3/3 made progress in English
- 5/6 statemented students made progress in Maths and English.
- All LAC student made progress in **both** Maths and English

### Other progress;

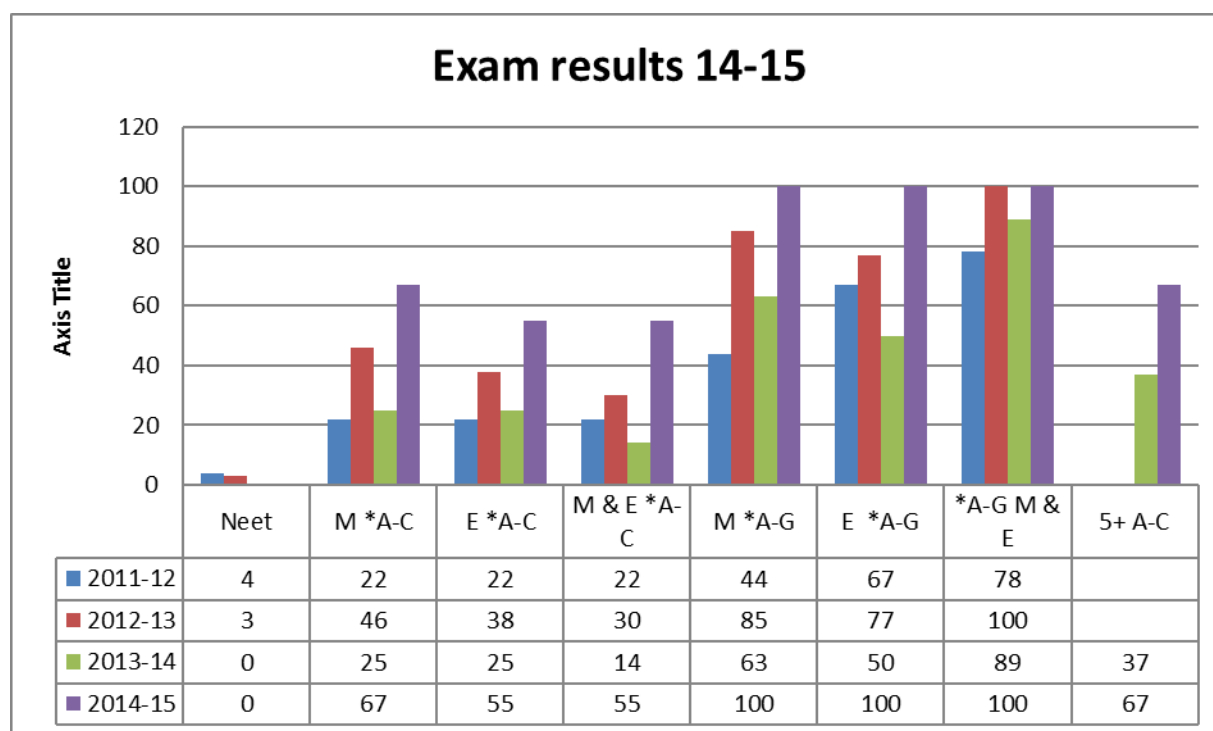
A variety of assessments are carried out at 12 weekly intervals. Looking a progress in literacy for HEd students;

Assessment	Males	Females	Total	More than 2yrs <CA	Progress made
<CA Reading	57%	31%	44%	22%	90%
<CA Spelling	57%	78%	57%	26%	100%

### Exam results;

Figures vary considerably from year to year due to;

- small numbers involved,
- how long they are with us(when did they start) year 11 and
- the complexity of their needs.

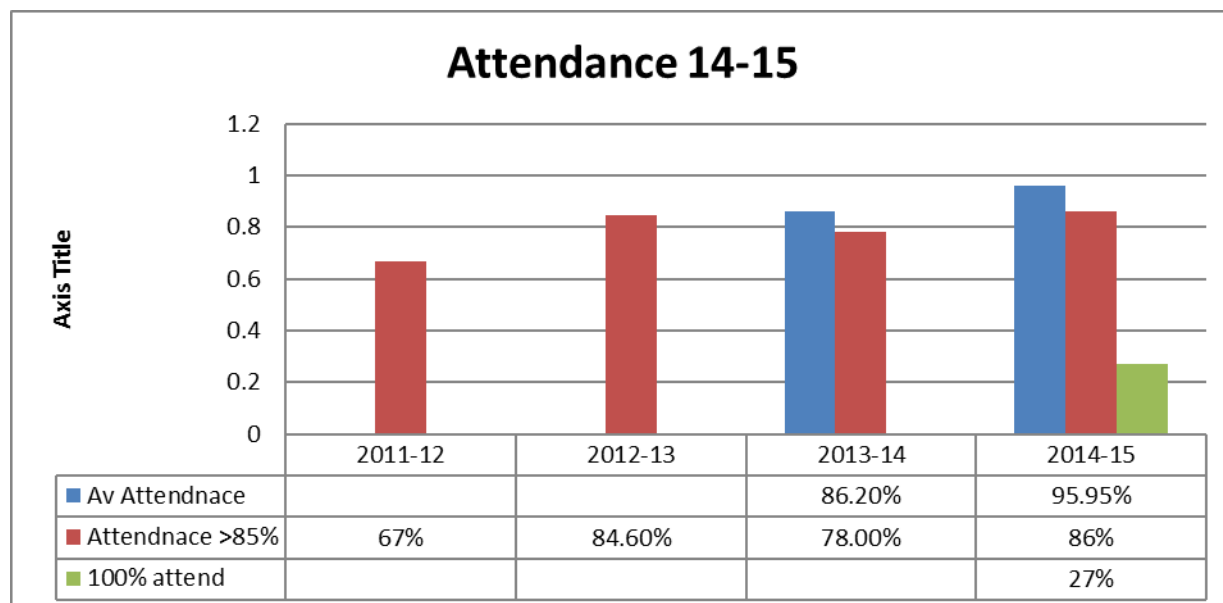


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- Exam results this year were much improved due to academic ability of the cohort. 67% of cohort left with 5+ GCSEs levels A-C.
- For second year running we had no NEET students. Students all meet with Adviza and draw up a career plan. Transition starts in March. All students sat and passed level 2 Preparation for Working Life, external qualification.
- Continued collaborative working with The Porch post 16.

### Attendance

The percentage attendance of students achieving The Reintegration Service target of 85% or more has improved over the 4 year period, and continues to improve.



### Full time equivalent provision;

In response to the statutory guidance '*Ensuring a good education for children who cannot attend school because of health needs Statutory guidance for local authorities January 2013*' which states that;

*LAs are responsible for arranging suitable **full-time education** for pupils, who – because of illness or other reasons – would not receive suitable education without such provision.*

*LAs are responsible for arranging suitable full-time education for permanently excluded pupils, and for other children who – because of illness or other reasons – would not receive suitable education without such provision*

HEd have developed on-line provision policy to extend a student's access to the curriculum. Where possible students are encourage to complete units of work set up on Ed-lounge and Doodle in addition to 1:1 support offered for core subjects.

To date the impact of this on anxiety students has not been positive. It has increased students anxiety and has negatively affected attendance. Without 1:1 support anxious students feel unable to cope with the pressures of working independently. We will continue to develop in this area and evaluate impact.

### Factors that impede reintegration and progress;

- Lack of available premises to offer small group work in a safe supportive environment/ extend curriculum offer.

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- Lack of a flexible 'safe zone' in schools to support reintegration.
- Schools lack of understanding of anxiety/mental health and how to support students in school.
- Limitations of CAMHs, excessive waiting time and lack of support and resources. Time dependant rather than needs led.
- Lack of an attached systemic EP to The Reintegration Service –especially a problem where elective home education students come onto the schools single roll.

### Factors that would enhance reintegration and progress

- Greater use of Adviza for all year 10 and year 11 students- use Morrisby testing.
- Focused on work with parents in supporting children with anxiety – group sessions as well as 1:1 work with parents.
- Greater support from Help for Families (FSW/FIT) where a young person has become 'stuck'.
- Linked EWO with experience of HEd.
- HEd to work more collaboratively with local FE colleges/Porch etc.
- Post 16 support by HEd has worked well – increasingly important as connexions intensive has diminished.
- Greater focus on supporting social interactions of students using enrichment activities both by HEd and offsite providers.
- More collaborative work with CAMHs to offer long term support and trauma therapy.
- Other therapeutic interventions; Art therapy, the use of systemic EP in 'stuck' cases.
- Designated EP/ emotional well-being worker.

### Appendix 1 Enrichment

Activity	Focus/targeted work
Upper lodge Farming project	Social interaction with other young people Therapeutic interaction with animals 1:1 counselling with mentor
Mentor	Life skills Physical activity mental health
Ceramics	Art – self expression Group socialisation Normalisation of anxiety for young person and parent Reducing isolation
Parent mornings	While students engaged in activity, parents are invited for coffee Normalisation Reduces isolation
Outdoor Academy	Physical activities Team building Therapeutic engagement with nature
Bowling	Social activity Reduces isolation Team building Normalisation
Christmas sweet	Social activity

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making	Reduces isolation Team building Normalisation
Preparation for Working Life	Curriculum developed Group skills Interview skills CV etc
Adviza	Future careers Preparation for Working Life 1:1 support
Volunteer activities	Nursery placement at local primary school IT support at Guru An area for development
Draw and talk	Development of emotional awareness Emotional literacy and verbal cuing Social isolation
Music (RS)*	Self expression Learning an instrument Engagement in collective music group

\*To offer

### Appendix 2 FSSW

Small steps programme	Planned/supported small steps programmes to help parents to support young persons to begin to deal with anxiety situations. i.e. leaving the house
Individual Parent support	Work around boundary setting Common parenting skills Rewards Consequences Use of the star assessment
Liaising with support agencies	To co-ordinate support work of HEd in collaboration with external agencies
Talk and draw	Working with young person to develop emotional language. Sharing with parent
Dealing with anxiety	Working with parents to establish routines that reduce anxiety i.e picture daily timetables of activities, how to talk to anxious young people
Arranging parents groups sessions*	Understanding anxiety Emotional support Strategies for support
Liaising with providers	Establishment of enrichment places – setting targets Monitoring attendance Evaluation of impacts Risk assessment



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Providing group enrichment activities	Bowling, sweet making, etc
Attending meetings/making referrals	FIT meetings/CP meetings etc
Keeping safe /Self harm	1:1 Delivering keeping safe work to young person 1:1 Delivering 'Flash' work to young person etc

\*To develop

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