

West Berkshire Schools' Forum	
Title of Report:	De-delegations 2016-17
Date of Meeting:	28th September 2015
Contact Officer	Ian Pearson
For Decision by Maintained Primary & Secondary School Representatives	

1. Introduction

- 1.1 A number of services with approval from the School's Forum are centrally provided to primary and secondary maintained schools in financial year 2015-16 through the pooling of funding. These services require review to determine if the pooled arrangements will continue for financial year 2016-17. The Primary and Secondary school representatives on the Schools' Forum are required to make this decision for their own phase.
- 1.2 If the School's Forum decides to pool any of these services, funding from the maintained schools will be returned to the Local Authority (de-delegated) and they will continue to be centrally retained. Academies may be able to choose to buy into such services subject to service provider agreement.
- 1.3 **Appendix A** provides the method of deducting funding from each school for each service and the unit amounts required in order to provide the budget sum needed for each service. These are based on data from the October 2014 census; actual amounts will be based on the October 2015 census, so the unit rates and amounts deducted from each school may vary from those shown. It should be noted that these amounts do not necessarily match the amounts that were originally delegated for these services, as costs of services may have changed.

2. Pooling of Services

- 2.1 There are four services where maintained schools have the option to pool back funding for the service to continue being centrally provided in 2016-17 on the basis of economies of scale or pooled risk:
- Behaviour Support Services
 - Ethnic Minority Support
 - Trade Union Representation
 - Schools in Financial Difficulty

3. Behaviour Support Services

- 3.1 The Behaviour Support Service proposal for financial year 2016-17 is similar to previous years.
- 3.2 The proposal is to maintain the standard Behaviour Support Service across the primary and secondary school groups as supplied in the current financial year. Detail in respect of the Behaviour Support Service is included in Appendix B.

- 3.3 There is a £12k increase in the cost of the support model for maintained secondary schools compared to financial year 2015-16. The individual per pupil de-delegated sum for secondary schools has increased by £3.58. The increase in the secondary schools cost is the result of the inclusion of the Exclusions Officer, a full time post to replace the exclusions teacher 0.6fte who retired. This change is in line with demand experienced in 2014-15 and anticipated in 2015-16.

	2016/17		2015/16	
	Unit Charge per pupil	Budget	Unit Charge per pupil	Budget
Maintained Primary Schools	£14.98	£184,703	£14.96	£184,367
Maintained Secondary Schools	£11.65	£39,575	£8.07	£27,414
		£224,278		£211,781

4. Ethnic Minority Support Services

- 4.1 The Ethnic Minority Support Services proposal for financial year 2016-17 has a budget requirement across maintained primary and secondary schools of £252k; this is an £8k increase on the current financial year. The increase is the result of increased staffing costs and demand for additional TA support for pupils. Appendix C sets out the service proposal for 2016-17.

	2016/17		2015/16	
	Unit Charge per EAL pupil	Budget	Unit Charge per EAL pupil	Budget
Maintained Primary Schools	£371.90	£231,908	£360.30	£224,674
Maintained Secondary Schools	£1,340.29	£20,127	£1,301.00	£19,537
		£252,035		£244,212

5. Trade Union Representation

- 5.1 The Trade Union Representation proposal for financial year 2016-17 has a budget requirement of £46k across maintained primary and secondary schools; this is a small increase overall on the current financial year, though there are differences between each phase.
- 5.2 The basis of the budget is detailed in appendix D.

	2016/17		2015/16	
	Unit Charge per pupil	Budget	Unit Charge per pupil	Budget
Maintained Primary Schools	£2.77	£34,154	£2.36	£29,085
Maintained Secondary Schools	£3.35	£11,380	£4.12	£13,996
		£45,534		£43,080

- 5.3 Attached in Appendix E is a letter from the Trade Unions in support of de-delegating funding for this purpose.

6. Schools in Financial Difficulty

- 6.1 If schools decide to de-delegate funding to provide a fund for schools in financial difficulty, the amount to be pooled can be for any amount. The primary heads at the Heads funding Group recommend maintaining the current amount in order to build up this fund, on the basis that more schools will require support from it in the future. The recommendation is therefore to maintain the 2015-16 rate of £9.34 per pupil. Historically inclusive of the current financial year only primary schools have pooled funding. The amount of funding that would be generated

between the four maintained secondary schools is minimal, and it makes sense for these schools to retain their delegated funding for this.

	2016/17		2015/16	
	Unit Charge per pupil	Budget	Unit Charge per pupil	Budget
Maintained Primary Schools	£9.34	£115,162	£9.34	£115,106
Maintained Secondary Schools	£9.34	£31,728		
		£146,890		£115,106

7. Recommendations from Heads Funding Group:

HFG recommend the following decisions for each service on whether to de-delegate funding or not:

Service	Primary	Secondary
Behaviour Support	YES	YES
Ethnic Minority Support	YES	YES
Trade Union Representation	YES	YES
Schools in Financial Difficulty	YES	NO

Appendices

Appendix A – provides an indication of the likely delegations

Appendix B – Behaviour Support Service Proposal 2016-17

Appendix C – Ethnic Minority and Travellers Service Proposal 2016-17

Appendix D – Trade Union Representation Proposal 2016-17

Appendix E – Letter from Trade Unions to support the de-delegating of trade union facilities arrangements

De-Delegations 2016/17

Cost Centre	School	De-Delegations from April 2016							
		Based on Oct 2014 Census Data	Pupil No's	EAL No's	Behaviour Support	Ethnic Minority Support	Trade Union Representation	Schools in Financial Difficulty	TOTAL
					Pupil No's	EAL Pupils	Pupil no's	Pupil No's	
					£14.98	£371.90	£2.77	£9.34	Primary
					£11.65	£1,340.29	£3.35	£9.34	Secondary
91000	Aldermaston Church of England Primary School	168	4.7		2,517	1,760	465	1,569	6,311
91100	Basildon Church of England Primary School	139	0.0		2,082	0	385	1,298	3,766
91300	Beedon Church of England Controlled Primary School	45	0.0		674	0	125	420	1,219
91400	Beenham Primary School	103	2.4		1,543	898	285	962	3,688
91200	Birch Copse Primary School	416	3.5		6,232	1,304	1,152	3,885	12,573
91500	Bradfield Church of England Primary School	137	0.0		2,052	0	379	1,280	3,711
91600	Brightwalton Church of England Aided Primary School	104	0.0		1,558	0	288	971	2,817
91700	Brimpton Church of England Primary School	43	0.0		644	0	119	402	1,165
91800	Bucklebury Church of England Primary School	124	0.0		1,858	0	343	1,158	3,359
91900	Burghfield St. Mary's Church of England Primary School	200	1.2		2,996	438	554	1,868	5,856
92000	Calcot Infant School & Nursery	222	27.5		3,326	10,212	615	2,073	16,226
92100	Calcot Junior School	256	12.0		3,835	4,463	709	2,391	11,398
95600	Chaddelorth St. Andrew's Church of England Primary School	21	1.4		315	521	58	196	1,090
92400	Chieveley Primary School	194	4.7		2,906	1,749	537	1,812	7,005
95900	Cold Ash St. Mark's Church of England Primary School	183	2.4		2,741	890	507	1,709	5,847
92200	Compton Church of England Primary School	174	5.9		2,607	2,182	482	1,625	6,895
92300	Curridge Primary School	105	1.2		1,573	434	291	981	3,278
92500	Downsway Primary School	213	4.7		3,191	1,740	590	1,989	7,510
92800	Enborne Church of England Primary School	58	1.2		869	459	161	542	2,030
92900	Englefield Church of England Primary School	111	1.2		1,663	439	307	1,037	3,446
93000	Falkland Primary School	448	13.9		6,711	5,174	1,241	4,184	17,310
93200	Francis Baily Primary School	519	18.7		7,775	6,956	1,438	4,847	21,015
93400	Garland Junior School	207	3.0		3,101	1,116	573	1,933	6,723
93500	Hampstead Norreys Church of England Primary School	100	0.0		1,498	0	277	934	2,709
93600	Hermitage Primary School	185	1.2		2,771	441	512	1,728	5,452
93700	Hungerford Primary School	420	11.2		6,292	4,157	1,163	3,923	15,535
92700	The Itleys' Primary School	56	0.0		839	0	155	523	1,517
93800	Inkpen Primary School	71	0.0		1,064	0	197	663	1,923
93900	John Rankin Infant & Nursery School	256	12.0		3,835	4,454	709	2,391	11,389
94000	John Rankin Junior School	227	5.1		3,400	1,884	629	2,120	8,034
94100	Kennet Valley Primary School	200	31.8		2,996	11,813	554	1,868	17,231
94200	Kintbury St. Mary's Church of England Primary School	145	1.1		2,172	412	402	1,354	4,340
94300	Lambourn Church of England Primary School	185	6.8		2,771	2,533	512	1,728	7,544
94400	Long Lane Primary School	243	6.8		3,640	2,510	673	2,270	9,093
95800	Mortimer St. Johns Church of England Infant School	167	12.2		2,502	4,544	463	1,560	9,068
97500	Mortimer St. Mary's Church of England Junior School	224	1.0		3,356	372	620	2,092	6,440
94500	Mrs. Bland's Infant & Nursery School	165	11.3		2,472	4,196	457	1,541	8,666
94600	Pangbourne Primary School	190	5.9		2,846	2,208	526	1,775	7,355
94700	Parsons Down Infant School	248	18.4		3,715	6,856	687	2,316	13,574
94800	Parsons Down Junior School	290	7.0		4,344	2,603	803	2,709	10,459
94900	Purley Church of England Infants School	78	8.7		1,168	3,223	216	729	5,336
95000	Robert Sandilands Primary School & Nursery	215	17.4		3,221	6,483	596	2,008	12,307
95100	Shaw -cum-Donnington Church of England Primary School	91	1.2		1,363	440	252	850	2,905
95200	Shefford Church of England Primary School	25	2.3		375	845	69	234	1,522
95300	Speenhamland Primary School	270	34.5		4,045	12,821	748	2,522	20,135
95400	Springfield Primary School	292	4.8		4,374	1,772	809	2,727	9,682
95500	Spurcroft Primary School	397	19.7		5,947	7,309	1,100	3,708	18,064
95700	St. Finian's Catholic Primary School	201	1.2		3,011	453	557	1,877	5,898
97700	St. John the Evangelist Infant & Nursery School	179	15.2		2,681	5,657	496	1,672	10,506
97800	St. Joseph's Catholic Primary School	200	44.7		2,996	16,626	554	1,868	22,044
96200	St. Nicolas Church of England Junior School	251	7.0		3,760	2,603	695	2,344	9,403
96100	St. Pauls Catholic Primary School	328	57.7		4,913	21,476	909	3,064	30,361
96300	Stockcross Church of England Primary School	108	4.8		1,618	1,785	299	1,009	4,711
96400	Streathley Church of England Voluntary Controlled Primary School	103	3.5		1,543	1,319	285	962	4,109
96500	Sulhamstead and Upton Nervet Church of England Voluntary Aided Primary School	102	0.0		1,528	0	283	953	2,763
99700	Thatcham Park Church of England Primary School	389	15.3		5,827	5,682	1,078	3,633	16,220
96600	Theale Church of England Primary School	256	15.1		3,835	5,610	709	2,391	12,545
96700	Welford and Wickham Church of England Primary School	91	0.0		1,363	0	252	850	2,465
96800	Westwood Farm Infant School	182	20.4		2,726	7,600	504	1,700	12,530
96900	Westwood Farm Junior School	227	7.6		3,400	2,844	629	2,120	8,994
98700	The Willows Primary School	291	57.0		4,359	21,208	806	2,718	29,091
99400	The Winchcombe School	322	44.2		4,824	16,437	892	3,007	25,160
97300	Woolhampton Church of England Primary School	94	0.0		1,408	0	260	878	2,546
97400	Yattendon Church of England Primary School	76	0.0		1,138	0	211	710	2,059
98800	The Downs School	902	0.0		10,508	0	3,022	8,425	21,955
99000	John O'Gaunt Community Technology College	375	2.0		4,369	2,681	1,256	3,503	11,808
99200	Little Heath School	1,277	11.0		14,877	14,766	4,278	11,927	45,848
99600	The Willink School	843	2.0		9,821	2,681	2,824	7,874	23,199
98900	Denefield School	863	11.0		10,054	14,743	2,891	8,060	35,749
99100	Kennet School	1,422	7.8		16,566	10,518	4,764	13,281	45,130
99300	Park House School	769	11.0		8,959	14,743	2,576	7,182	33,461
99800	St. Bartholomew's School	1,247	6.0		14,528	8,042	4,177	11,647	38,394
99500	Theale Green Community School	803	4.0		9,355	5,294	2,690	7,500	24,839
99900	Trinity School & Performing Arts College	747	21.1		8,703	28,302	2,502	6,977	46,484
93100	Fir Tree Primary School & Nursery	178	22.8		2,666	8,461	493	1,663	13,283
97000	Whitelands Park Primary School	304	8.3		4,554	3,090	842	2,839	11,325
	PRIMARY TOTAL	12,330	624		184,703	231,908	34,154	115,162	565,927
	SECONDARY TOTAL	3,397	15		39,575	20,127	11,380	31,728	102,810
	ACADEMY TOTAL	6,333	92		75,385	93,193	20,936	59,150	248,664
	TOTAL ALL SCHOOLS	22,060	731		299,663	345,229	66,470	206,040	917,402

Behaviour Support Service 2016-17

Schools have chosen to pool contributions in order to maintain a 'free at the point of delivery' service and training. This is reviewed annually.

1. The team

Primary Behaviour Support teachers:	1.5fte
Manager:	0.4fte
Admin assistant:	0.4fte
(Exclusions Officer	1.0fte)

2. BST work delivered 2014/15 and continuing

Type of work delivered
Work with class teacher around an individual pupil
Work with teacher around a class or group
Whole school work
Attending network meetings
Training for whole school
Training for cluster of schools
TA Toolkit (SEN & behaviour) modules
Central training or conference
NQT training
Mid- day supervisor training
TA training
Work with parents
Training for governors
Risk assessments
Supporting individual students
Reintegration meetings

	School visits	Schools receiving a visit	Training sessions delivered	Pupils referred
2013/14 terms 1-4 only	200	60	88	109
2014/15 terms 1-4 only	378	60	79 Delegates trained centrally: 181	139

3. Preventing exclusions

4. Training

All training evaluated as good or excellent.

Central training:

NQT –Positive Behaviour Management and Handling Misbehaviour

NQT- De-escalation and High End Behaviours

NQT- SEAL and Circle Time

TAs – Positive behaviour Management

TAs – Handling Misbehaviour

Midday Staff – Making Lunchtimes work

Teachers- ADHD

Council staff – Introduction to the work of BST

Training in schools:

Teachers- Using the 4Rs framework to manage behaviour

Teachers- Positive Behaviour Management and Handling Misbehaviour

Teachers- De-escalation and High End Behaviours

Teachers – R Time (for children not yet ready for circle time)

Teachers- Behaviour for Learning (improving motivation)

Early Years Staff – Positive Behaviour management

TAs – Positive Behaviour Management

TAs – Handling Misbehaviour

TAs - Using the 4Rs framework to manage behaviour

TAs – Managing Feelings with small groups

TAs – Draw and Talk for individuals

TAs – TA Modules for all support staff on Positive Behaviour Management and Use of Rewards and Consequences

TAs – small group work to build skills

TAs – Friendship skills package

TAs – Fidget awareness package

TAs – Preparing pupils for transition

Parents – Positive Parenting and Handling Misbehaviour

5. Qualitative outcomes include the following:

- 'At risk' NQTs given targeted support to enable passing the NQT year
- Colleagues supported to stay in post
- Schools supported to offer successful placements to extremely vulnerable pupils despite initial reluctance
- Successful reintegration plans for excluded pupils reducing/avoiding subsequent exclusions
- Improved relationships (after breakdown) between school and parents
- Increased confidence in teachers, support staff and lunchtime staff in managing very challenging pupils
- Maintaining EBD pupils in mainstream where alternatives have been considered

Summary

The Behaviour Support Team offers experienced, evidence-based advice and support on a wide range of topics.

The number of requests for support and referrals continues to increase.

A significant proportion of BST work is supporting class teachers to develop effective behaviour strategies.

The majority of school Ofsted inspections report behaviour as 'good.'

Head teachers say they particularly appreciate the open referral system that allows quick and easy access.

Cathy Burnham

Principal Educational Psychologist & Service manager for Social Inclusion

Ethnic Minority and Traveller Support Service (EMTAS) 2016-17

Context

Since April 2012, the EMTAS service has been funded through a de-delegation process as agreed with the Heads Funding Group. Historically the Ethnic Minority Achievement Service was provided to West Berkshire Schools through a consortium arrangement hosted through Reading Borough Council and the Gypsy, Roma and Traveller Service was through a consortium hosted through Wokingham District Council. The EMA service was brought in house several years ago and the GRT service became a West Berkshire Service in 2009. All of the support for Black Minority Ethnic pupils and Gypsy Roma Traveller pupils is provided by the EMTAS Service.

Current Structure

The current service is led by a Team Manager (0.8FTE). They are supported by a Learning Support Adviser (a qualified teacher) for 0.6 FTE. There are 5 part time Pupil Support Officers (Teaching Assistant level posts) who are employed for a total of 3.0 FTE. The service has administrative support for 1 day per week.

The Team Manager is responsible for the day to day management of the service.

This includes:

- Organisation of English language assessments of new arrivals and advanced bilingual speakers;
- Arranging advice and support for individual pupils including those with EaL and SEN and staff
- Arranging support for first language GCSE/AS/A2 papers;
- Arranging in- house school INSET linked to teaching and learning, equality and diversity, promoting British Values and safeguarding against radicalisation;
- LA wide INSET around issues such as the Equality Act 2010 and bespoke support for individual schools where necessary
- Leading training for teachers and teaching assistants on EaL/BME issues.
- Organisation of tailored packages of support to schools meet the needs of ethnic minority pupils, pupils who speak English as an additional language and those from Gypsy, Roma, Traveller heritage.
- Advice and guidance papers to schools.

The Learning Support Adviser is responsible for providing support to schools. This includes:

- Carrying out the English language assessments for new arrivals. West Berkshire assessment requests have remained steady at approximately 125 per academic year.
- Providing assessment reports with recommendations and guidance for classroom teachers.
- Tracking the attainment of GRT pupils termly.
- Support and guidance to schools with GRT pupils and managing the GRea121T project which trains teaching assistants to work on short term intensive programmes of learning to enable GRT pupils to narrow the gap in attainment with their peers.

The Pupil Support Officers all work in schools supporting individual and small groups of pupils.

- Support is provided for Polish, German, Portuguese, Bengali, Hindi and a small group of Unaccompanied Asylum Seeking young people.
- Support is focused on helping pupils to access the curriculum and English acquisition which can include pre-teaching of concepts; support for written work; translations; support for external examinations.

- Support schools with parent meetings and have also enabled Common Assessment Forms/FSM letters to be completed by family members in first languages.
- The Pupil Support Officer for GRT pupils has a wider brief involving intensive liaison between families and staff as well as supporting pupils in schools. Work is focused on attendance, admissions, achievement and attainment.

Additional Requirement for Portuguese support in schools

Portuguese has been in the top three languages of new arrivals to West Berkshire every year for the last six years. This year 13/14 it is the second most spoken language after Polish. Portuguese children underachieve nationally. Children start school later in Portugal and often arrive here into Yr 1, 2 and 3 with no formal schooling. Parents are generally (not always) in low paid, manual jobs and are working long hours. They are often living in over-crowded housing.

The children, families and schools would benefit from having a Portuguese PSO to provide support in class, raise attainment, develop English and liaise with parents. West Berkshire is providing this service to Polish children and Portuguese children should have the same equality of opportunity.

Number of EAL assessments completed in the last three years

In the academic year of 2012/13 135 assessments were carried out in 37 primary schools and 8 secondary schools.

In 2013/14 152 assessments were carried out in 39 primary schools and 4 secondary schools.

In 2014/5 the current number of assessments is 110. This number will continue to rise during the rest of the term. The autumn term has continued to have the highest number of referrals than in other terms.

Number of BME children supported by Pupil Support Officers (PSOs)

PSO (Bengali/Hindi)

10 pupils in the following schools this year:

Calcot Infants	Francis Baily
Victoria Park Nursery	Speenhamland Primary
Chaddleworth Primary	

Schools have also received assistance with first language assessments, Pupil Premium, SEND issues and parental interviews in other settings.

PSO (Polish)

19 pupils in the following schools have received Polish bilingual PSO support in this academic year.

Spurcroft	Beenham
Westwood Farm Juniors	Kennet
Little Heath	The Downs
Speenhamland	Brookfields
St John the Evangelist	John Rankin Junior
John Rankin Infants	Denefield
The Willows	Parsons Down Infants

EMTAS has provided support for the following examinations:
GCSE Polish examinations

AS level Polish
A2 Polish
GCSE Portuguese

PSO (UASC)

2 Primary aged pupils from Afghanistan, 1 secondary aged from Albania and 1 secondary aged pupil from Eritrea. EMTAS provides academic and pastoral support in lessons and in tutor time. This PSO also attends Personal Education Planning meetings, liaising with SENCOs, Social Workers, Heads of Year, Connexions and LACES members.

PSO (Portuguese)

Following the decision to increase the support from EMTAS to include those pupils speaking Portuguese, we were able to appoint a 0.5fte Portuguese speaking PSO who began working in schools in April 2015.

St Nicolas Junior	The Willows
Spurcroft	Park House
Speenhamland	

Summary of PSO work

Total number of schools receiving (or have received) bilingual or UASC PSO support: 18

Number of TA funded hours given to schools hours

2012/13	2013/14	2014/15
735 hours	910 hours (£7289.10) EAL	765 hours (EaL)
360 hours of TA funding for pupils moving from FS2 to Year 1	255 hours (£2042) GRT	165 hours (GRT)
		£8,800 in total

Schools in receipt of GReaT 1 to 1 project funding during 2014/15 (hours included in the figures above)

The Willink	John O'Gaunt
Aldermaston	Hungerford
Mrs Bland's Infant	

Number of training sessions (both general and school specific)

General courses

2012/13	2013/14	2014/5
New Arrivals with EAL	New Arrivals with EAL	New Arrivals with EAL
NQT	SCITT	SCITT
GTP	GTP	NQT
EY Quality team and preschool counsellors	Raising attainment EYFS children with EAL	Social Work Academy
	Equality Act briefings	

School INSET

2012/13	2013/14	2014/5
Curridge (all staff)	Denefield EAL- 2 sessions (Teachers/TAs)	The Downs – EaL for teachers working with UASC
St Joseph's (all staff)		
The Willows (TAs)	The Willows - 4 sessions (Teachers/TAs)	Park House – all teachers for EaL support
Chieveley (TAs)	Kennet Valley – GRT (teachers)	St John's the Evangelist – the culturally inclusive curriculum
	St. Joseph's - Advanced EAL learners (Teachers/TAs)	Little Heath – all teachers for EaL
	Parsons Down Infants (TAs)	Speenhamland – EaL
	Thatcham Park (TAs)	TA CPD Parsons Down I and J Thatcham park St Joseph's St John the Evangelist St Nicolas Jun Speenhamland
	John Rankin Juniors (TAs)	

Number of families supported by PSO (GRT)

Approximately 42 families have been supported and work has continued this year with new families being ascribed to GRT status. Transition support has been provided between schools and also when pupils have been transferring from out of West Berkshire into our schools. This work is 'in year' changes as well as end of Key Stage transitions. Children from Circus families have been supported in accessing education whilst in the LA.

Number of families supported in Early Years settings or Children's Centres: Approx. 14 +

Number of schools supported with GRT pupils

(80 GRT pupils have been supported at some point over the last year. Many of the pupils/schools are receiving ongoing support from EMTAS)

Aldermaston	Sulhamstead and Ufton Nervet
Basildon	Francis Baily
Garland Junior	Thatcham Park
Hermitage	Whitelands Park
Hungerford	The Castle
Kennet Valley	The Willink
Mortimer St Mary's Junior	Yattendon
Mortimer St John's Infants	Kennet
Mrs Bland's Infants	The Willows
John O'Gaunt	Park House
Lambourn	Spurcroft
Engaging Potential	The Lighthouse
Alternative Curriculum	

Total number of schools receiving (or have received) GRT, bilingual or UASC PSO support: 41 schools

Number of pupils who have attended the GRT off-site activities in the holidays

Adventure Dolphin Days 2014 - 48 GRT boys and girls from 5 years up to 16 yrs

The activity days included children from West Berkshire Traveller sites, plus housed Travellers and visiting families who were travelling and staying on the transit site. 16 of the children's parents and grandparents attended which enabled the team to further develop positive relationships with the community.

Number of pupils attending the autumn 2014 Michaelmas Fair School

23 pupils over three days ranging from 4 to 14 years (including one child who is profoundly deaf) attended the school and carried out a project which focused on the core curriculum areas of literacy and numeracy. Feedback from parents and Northcroft Leisure Centre staff was 100% positive.

Number of sessions run by the Learning Bus

11 sessions have been delivered from September 2014 to July 2015 on the Learning Bus (now known as the Bus of Hope) that has been taken to one of the West Berkshire Traveller sites. These sessions have enabled Children's Centre staff, schools and other agencies to make contact with 'hard to reach' families through working alongside EMTAS. As a result of this work, more families have taken up early year's provision and have developed better working relationships with local school staff. This is enabling parents to feel confident in approaching the schools and attending education drop in sessions etc.

Schools receive a high quality level of support in West Berkshire which has been highly valued by those that have used the service. The centrally funded service has allowed all schools to receive the level of support that they need which has not been directly linked to the number of pupils in schools.

If schools did not support a centrally delivered service to meet the needs of English as an additional language learners/Black Minority Ethnic pupils and those from the Gypsy Roma Traveller community they could expect to have to purchase support at the following rates:

An EaL assessment and report	£500-£600
Support for individual pupils by a Pupil Support Officer	£200 a day
Training on Equality and Diversity including Equality Act requirements; cultural awareness; bilingualism, meeting the needs of GRT pupils tailored to schools Requirements	£600-£800 a day
Tailored support provided by staff with relevant expertise	£400-£500 a day

Maxine Slade

Joint Principal Adviser for School Improvement

25.06.15

Trade Union Representation 2016-17

1. Background

- 1.1. West Berkshire Council has a school trade union facilities agreement which includes provision for compensating individual schools for release time for teacher trade union representatives they employ. Compensation is paid from the dedicated schools grant (DSG).
- 1.2. Union representatives attend joint consultation meetings with the authority and meetings with head teachers and HR on a variety of employee relations matters. The latter includes TUPE consultation meetings where schools converted to academy status; consultation on reorganisations of teaching and support staff (note: NASUWT and ATL represent non teaching staff; NUT only represents teachers); disciplinary issues; grievances; ill health cases; capability cases; and settlement agreements.
- 1.3. The Schools Forum oversees spending on the DSG and must make an annual determination whether to pool the budgets for primary and secondary schools to continue to provide a central fund for compensating employer schools for releasing trade union representatives for official duties.

2. Financial Year 2016/17

- 2.1. The Heads' Funding Group and Schools' Forum must make a decision about whether to continue to pool the budgets for primary and secondary schools to provide a central fund for trade union facilities for 2016/17. It should be noted that once a decision has been made to discontinue pooling arrangements, it would be almost impossible to reverse that decision at a later date. Therefore the HFG and SF need to be aware that a decision to cease pooling arrangements for this budget would be permanent.
- 2.2. Currently some academies are using their allocation for trade union facilities time to set up school based consultative arrangements, rather than 'buying in' to local authority arrangements. This might be the preferred model for all secondary schools in the future with de-delegation and funding of release time for representatives to undertake union duties in another WBC school to be confined to the Primary sector.

3. Proposed Payments for Trade Union Time Financial Year 2016/17

- 3.1. It is proposed that the budget required for 2016/17 financial year is based upon the following formula (as per 2015/16):
 - Reimbursement to schools providing release time for teacher trade union activities is based on a supply teacher paid on UPS 3;
 - Each trade union to have five days for activities including attendance at local authority consultative meetings;
 - Support for membership based on 0.09 days' per member;

3.2. The modelled budget requirement for financial year 2016/17 based on schools being reimbursed at the rate of a standard supply teacher.

Rob O'Reilly
Head of HR