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# De-delegation Proposals 2019/20

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**Report being considered by:** Schools' Forum  
**On:** 15 October 2018  
**Report Author:** Amin Hussain, Ian Pearson  
**Item for:** Decision      **By:** All Maintained Schools Representatives

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## 1. Purpose of the Report

- 1.1 This report sets out the details, cost, and charges to schools of the services on which maintained school representatives are required to vote (on an annual basis) whether or not they should be de-delegated.

## 2. Recommendation(s)

- 2.1 Maintained primary, secondary, special, nursery and PRU heads (as applicable) to agree the de-delegations as set out in Table 7.

|   |                               |   |
|---|-------------------------------|---|
| <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"/> |
|---|-------------------------------|---|

## 3. Background

- 3.1 The Schools' Forum in October 2017 and Dec 2017 agreed for the following services to be centrally provided to primary and secondary maintained schools in the 2018/19 financial year through the pooling of funding:

- Behaviour Support Services
- Ethnic Minority Support
- Trade Union Representation
- Schools in Financial Difficulty (primary only)
- CLEAPSS
- Statutory and Regulatory Duties comprising:
  - Statutory accounting functions in respect of schools
  - Internal Audit of schools
  - Administration of pensions for school staff
  - Health and Safety (level 1 support)

- 3.2 The schools funding regulations for 2018/19 confirm that similar arrangements apply for dedelegation of the cost of these services will apply for the financial years 2018/19 and 2019/20. Funding arrangements are expected to change in 2020/21, but details of the changes have not yet been announced.

- 3.3 Representatives of Primary and Secondary schools are required to make a recommendation to Schools Forum whether or not funds should be de-delegated in the financial year 2019/20 for:
- Behaviour Support Services
  - Ethnic Minority Support
  - Trade Union Representation
  - Schools in Financial Difficulty (primary only)
  - CLEAPSS
- Funds cannot be de-delegated from Special and Nursery Schools and PRUs for these services, but those schools will have the option to buy back these services at a cost based on the same amount per pupil as for primary and secondary schools.
- 3.4 In the case of the services which make up Statutory and Regulatory Duties, representatives of all maintained schools (including Special and Nursery Schools and PRUs) are required to recommend to Schools Forum whether or not funds should be de-delegated.
- 3.5 For 2018/19 Schools were offered the option to pool funds for the provision of level 2 Health and Safety support, as part of the Statutory and Regulatory Duties block (option 1).
- 3.6 The Schools' Forum also agreed for 2018/19 to pool funds for the provision of the statutory element of the School Improvement Service, which was previously funded from the Education Services Grant. However a new School Improvement Grant has now been made available to the Local Authority to provide this service, so it is no longer necessary to propose the pooling of schools' funds for School Improvement.
- 3.7 Academies and other non maintained schools also may be able to choose to buy into any of the above services subject to service provider agreement.
- 3.8 Appendix A sets out the total cost of each service and an initial estimate of the amount to be de-delegated from each school. This estimate is based on the October 2017 census. However the final amounts will be based on the October 2018 census when that data becomes available.

#### **4. Behaviour Intervention Service**

- 4.1 The Behaviour Intervention Service proposal for 2019/20 is set out in Appendix B.
- 4.2 Table 1 shows the budget and unit charge for 2019/20 compared to 2018/19. The total cost will be divided by the total numbers of pupils in the October 2018 census to determine a unit charge per pupil on which the de-delegated amount per school will be based. As all schools will have access to all aspects of the service, the same unit charge will apply to both primary and secondary schools. Based on the October 2017 census this is estimated to be £14.22 per pupil but the final rate will be determined according to the October 2018 census.

| TABLE 1                      | 2018/19               |                 | 2019/20                         |                 |
|------------------------------|-----------------------|-----------------|---------------------------------|-----------------|
|                              | Unit Charge per pupil | Budget          | Estimated Unit Charge per pupil | Budget          |
| Maintained Primary Schools   | £14.05                | £174,897        | £14.22                          | £180,808        |
| Maintained Secondary Schools | £14.05                | £42,733         | £14.22                          | £54,482         |
| <b>Total</b>                 |                       | <b>£217,630</b> |                                 | <b>£235,290</b> |

## 5. Ethnic Minority and Traveller Achievement Service

- 5.1 The detail of the Ethnic Minority and Traveller Achievement Service (EMTAS) is set out in Appendix C.
- 5.2 Table 2 shows the budget and the estimated unit charge for the service for 2019/20 compared to 2018/19. The total cost in respect of Primary and Secondary schools will be divided by the total number of pupils recorded as having English as an additional language (EAL) in the October 2017 census to determine a unit charge per EAL pupil on which the de-delegated amount per school will be based. As all schools will have access to all aspects of the service, the same unit charge will apply to both primary and secondary schools. The estimated unit charge of £187.34 per pupil is lower than the rate for 2018/19 because of the increase in the number of EAL pupils.. The estimated unit charge is based on the October 2017 census, but the final rate will be determined according to the number of EAL pupils in the October 2018 census.

| TABLE 2                      | 2018/19                        |                 | 2019/20                                  |                 |
|------------------------------|--------------------------------|-----------------|--|-----------------|
|                              | Unit Charge per pupil with EAL | Budget          | Estimated Unit Charge per pupil with EAL | Budget          |
| Maintained Primary Schools   | £274.17                        | £169,085        | £187.34                                  | £206,079        |
| Maintained Secondary Schools | £274.17                        | £4,392          | £187.34                                  | £38,968         |
|                              |                                | <b>£173,477</b> |  | <b>£245,047</b> |

## 6. Trade Union Representation

- 6.1 The detail of the service provided by Trade Union representatives to schools is set out in Appendix D.

Table 3 shows the budget and unit charge for the service for 2019/20 compared to 2018/19. The proposal for 2019/20 has increased from 2018/19 with the cost based on 1FTE supply teacher on UPS3. It is assumed there will also be some buy in from academy schools. The total net cost in respect of Primary and Secondary schools will be divided by the total number of pupils in the October 2017 census to determine a unit charge per pupil on which the de-delegated amount per school will be based on. As all schools have access to all representatives (regardless of which school they are based in), the same unit charge will apply to both primary and secondary schools. Based on the October 2017 census this currently estimated to be £3.28 per pupil but the final rate will be determined according to the October 2018 census.

| TABLE 3                      | 2018/19               |                | 2019/20                         |                  |
|------------------------------|-----------------------|----------------|---------------------------------|------------------|
|                              | Unit Charge per pupil | Budget         | Estimated Unit Charge per pupil | Estimated Budget |
| Maintained Primary Schools   | £3.13                 | £38,930        | £3.28                           | £41,753          |
| Maintained Secondary Schools | £3.13                 | £9,512         | £3.28                           | £12,581          |
|                              |                       | <b>£48,442</b> |                                 | <b>£54,334</b>   |

## 7. Schools in Financial Difficulty

- 7.1 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. Currently only primary schools de-delegate.
- 7.2 The proposal shown in Table 4 assumes continuing with an annual fund of £120,000, which would equate to £9.44 per pupil based on the October 2017 census but the final rate will be determined according to the October 2018 census.

| TABLE 4                      | 2018/19               |                 | 2019/20                         |                  |
|------------------------------|-----------------------|-----------------|---------------------------------|------------------|
|                              | Unit Charge per pupil | Budget          | Estimated Unit Charge per pupil | Estimated Budget |
| Maintained Primary Schools   | £9.64                 | £120,000        | £9.44                           | £120,000         |
| Maintained Secondary Schools |                       |                 |                                 |                  |
|                              |                       | <b>£120,000</b> |                                 | <b>£120,000</b>  |

- 7.3 More schools are now applying for funding, and it is largely used for one off exceptional costs such as those in relation to staffing restructures. If it is agreed to continue pooling, Schools' Forum will also be required to agree the criteria for primary schools to access this fund.

## 8. Consortium of Local Education Authorities for the Provision of Science Services (CLEAPSS)

- 8.1 The detail of the service provided by this subscription is set out in Appendix E.
- 8.2 As the actual pricing from CLEAPSS will not be available until after the schools budget has been set, an assumption has been made on the 2019/20 fee. Any over or under spend will be recovered the following year, as in all de-delegated services. Table 5 shows the budget and unit charge for the service for 2019/20 compared to 2018/19. The unit charge includes the administration fee. Note that secondary schools will need to pay the fee relating to sixth form pupils separately as de-delegation is based on pre 16 pupils only.

| TABLE 5                      | 2018/19               |                   |               | 2019/20                         |                             |                  |
|------------------------------|-----------------------|-------------------|---------------|---------------------------------|-----------------------------|------------------|
|                              | Unit Charge per pupil | Charge per school | Budget        | Estimated Unit Charge per pupil | Estimated Charge per school | Estimated Budget |
| Maintained Primary Schools   | £0.16                 |                   | £1,991        | £0.16                           |                             | £2,034           |
| Maintained Secondary Schools | £0.16                 | £225              | £1,162        | £0.16                           | £225                        | £1,288           |
|                              |                       |                   | <b>£2,990</b> |                                 |                             | <b>£3,322</b>    |

## 9. Statutory and Regulatory Duties

- 9.1 The statutory regulatory duties consist of the statutory functions in respect of schools of Accountancy, Internal Audit, Pension scheme administration and Health and Safety. The Accountancy, audit and pension administration services are described in appendix F.
- 9.2 In 2018/19 funds to provide level 1 Health and Safety support were de-delegated but individual schools were given the choice whether or not to buy back level 2 support. The Health and Safety service is proposing two alternative options for de-delegation, as set out in appendix G. Option 1 is to de-delegate funds to provide level 1 and 2 support for all maintained primary and secondary schools. Option 2 is the same arrangement as for 2018/19.
- 9.3 Table 6 shows the budget and estimated unit charges for these services in 2019/20 compared to 2018/19. The total cost will be divided by the total numbers of pupils in the October 2018 census to determine a unit charge per pupil on which the de-delegated amount per school will be based. The same unit charges will apply to both primary and secondary schools. The estimated unit charges shown are based on the October 2017 census but the final rates will be determined according to the October 2018 census.

| TABLE 6                       | 2018/19          |                 | 2019/20                         |                        |                          |                            |  |
|-------------------------------|------------------|-----------------|---------------------------------|------------------------|--------------------------|----------------------------|--|
|                               | Charge per Pupil | Budget          | Estimated Unit Charge per pupil | Estimated Total Budget | Estimated Primary Budget | Estimated Secondary Budget | Estimated budget for Nursery, Special Schools and PRUs |
| Accountancy                   | £2.09            | £33,793         | £2.29                           | £39,466                | £29,103                  | £8,769                     | £1,593   |
| Audit                         | £2.79            | £45,173         | £2.68                           | £46,154                | £34,035                  | £10,256                    | £1,863   |
| Pension Scheme Administration | £2.09            | £33,759         | £2.09                           | £35,948                | £26,509                  | £7,988                     | £1,451   |
| Health and Safety Option 1    | £3.52            | £56,962         | £8.19                           | £141,200               | £104,125                 | £31,375                    | £5,700   |
| Health and Safety Option 2    |                  |                 | £10.70                          | £184,397               | £135,980                 | £40,974                    | £7,444   |
| Total Option 1                | <b>£10.49</b>    | <b>£169,687</b> | <b>£15.24</b>                   | <b>£262,768</b>        | <b>£193,772</b>          | <b>£58,388</b>             | <b>£10,607</b>   |
| Total Option 2                |                  |                 | <b>£17.75</b>                   | <b>£305,965</b>        | <b>£225,627</b>          | <b>£67,987</b>             | <b>£12,351</b>   |

## 10. Summary of Proposals

10.1 Table 7 summarises the services and budgets which are proposed to be de-delegated in 2019/20:

| <b>TABLE 7</b>                           | <b>2019/20<br/>Primary<br/>Budget<br/>£</b> | <b>Agreed<br/>by HFG</b> | <b>2019/20<br/>Secondary<br/>Budget<br/>£</b> | <b>Agreed<br/>by HFG</b> | <b>2019/20 Early<br/>Years &amp; High<br/>Needs<br/>Budgets<br/>£</b> | <b>Agreed<br/>by HFG</b> |
|--|---|--------------------------|---|--------------------------|---|--------------------------|
| Behaviour Integration                    | 180,808                                     |                          | 54,481  |                          | n/a   | n/a                      |
| Ethnic Minority Support                  | 206,079                                     |                          | 38,968  |                          | n/a   | n/a                      |
| Trade Union Representation               | 41,753                                      |                          | 12,581  |                          | n/a   | n/a                      |
| Schools in Financial Difficulty          | 120,000                                     |                          | n/a   |                          | n/a   | n/a                      |
| CLEAPSS                                  | 2,034                                       |                          | 1,288   |                          | n/a   | n/a                      |
| Statutory and Regulatory Duties Option 1 | 193,773                                     |                          | 58,388  |                          | 10,608  |                          |
| Statutory and Regulatory Duties Option 2 | 225,627                                     |                          | 67,986  |                          | 12,351  |                          |

## 11. Consultation and Engagement

11.1 The proposals set out in this report will be included in the consultation with all schools on the proposed school funding arrangements for 2019/20.

## 12. Appendices

Appendix A – Indicative De-delegations per school for 2019/20

Appendix B – Behaviour Intervention Service

Appendix C – Ethnic Minority & Traveller Achievement Service

Appendix D – Trade Union Representation Service

Appendix E – CLEAPSS Service

Appendix F – Accountancy, Audit and Pension Administration

Appendix G- Health and Safety

# West Berkshire Council Maintained Schools

## Proposal to De-Delegate Formula Funding 2019-20

### Indicative De-delegations per school for 2019/20

| Indicative De-Delegations for 2019/20 - Based on October 2017 Census Data |  |                        |                         |  |                                 |               |                                |                           |                               |                                    |                                    |  |  | Appendix A |       |
|---|--|------------------------|-------------------------|--|---------------------------------|---------------|--------------------------------|---------------------------|-------------------------------|------------------------------------|------------------------------------|--|--|------------|-------|
|   |  | Behaviour Intervention | Ethnic Minority Support | Trade Union Representation                       | Schools in Financial Difficulty | CLEAPSS       | Statutory Accounting Functions | Internal Audit of Schools | Pension Scheme Administration | Health and Safety Support Option 1 | Health and Safety Support Option 2 | Total Statutory and Regulatory Duties Option 1 | Total Statutory and Regulatory Duties Option 2 |            |       |
| <b>Proposed Primary Delegation</b>  |  | £180,808               | £206,079                | £41,753  | £120,000                        | £2,034        | £29,103                        | £34,035                   | £26,509                       | £104,125                           | £135,980                           | £193,773                                       | £225,627                                       |            |       |
| <b>Proposed Secondary Delegation</b>                                      |  | £54,481                | £38,968                 | £12,581  | £0                              | £1,288        | £8,769                         | £10,256                   | £7,988                        | £31,375                            | £40,974                            | £58,388  | £67,986  |            |       |
| <b>Total Proposed Delegation</b>  |  | <b>£235,290</b>        | <b>£245,047</b>         | <b>£54,334</b>                                   | <b>£120,000</b>                 | <b>£3,322</b> | <b>£37,873</b>                 | <b>£44,291</b>            | <b>£34,497</b>                | <b>£135,500</b>                    | <b>£176,953</b>                    | <b>£252,160</b>                                | <b>£293,614</b>                                |            |       |
| <b>Estimated income from other maintained schools</b>                     |  | £0                     | £187                    | £2,286   | £0                              | £76           | £1,593                         | £1,863                    | £1,451                        | £5,700                             | £7,444                             | £10,608  | £12,351  |            |       |
| <b>Total Cost of Service</b>  |  | <b>£235,290</b>        | <b>£245,234</b>         | <b>£56,620</b>                                   | <b>£120,000</b>                 | <b>£3,399</b> | <b>£39,466</b>                 | <b>£46,154</b>            | <b>£35,948</b>                | <b>£141,200</b>                    | <b>£184,397</b>                    | <b>£262,768</b>                                | <b>£305,965</b>                                |            |       |
| <b>Indicative cost per primary pupil</b>                                  |  | £14.22                 | £187.34                 | £3.28  | £9.44                           | £0.16         | £2.29                          | £2.68                     | £2.09                         | £8.19                              | £10.70                             | £15.24   | £17.75   |            |       |
| <b>Indicative cost per secondary pupil</b>                                |  | £14.22                 | £187.34                 | £3.28  | n/a                             | £0.16         | £2.29                          | £2.68                     | £2.09                         | £8.19                              | £10.70                             | £15.24   | £17.75   |            |       |
| <b>Indicative cost per other maintained school pupil</b>                  |  | n/a                    | n/a                     | £3.28  | n/a                             | £0.16         | £2.29                          | £2.68                     | £2.09                         | £8.19                              | £10.70                             | £15.24   | £17.75   |            |       |
| <b>Fixed cost per secondary school</b>                                    |  | n/a                    | n/a                     | n/a  | n/a                             | £25.00        | n/a                            | n/a                       | n/a                           | n/a                                | n/a                                | n/a  | n/a  |            |       |
| Cost Centre   | School   | Pupil No's             | EAL No's                | Indicative Delegation for each Service by School |                                 |               |                                |                           |                               |                                    |                                    |  |  |            |       |
| 91000   | Aldermaston Church of England Primary School                                       | 158                    | 8.0                     | 2,247  | 1,499                           | 519           | 1,491                          | 25                        | 362                           | 423                                | 329                                | 1,294  | 1,690  | 2,408      | 2,804 |
| 91100   | Basildon Church of England Primary School  | 142                    | 0.0                     | 2,019  | 0                               | 466           | 1,340                          | 23                        | 325                           | 380                                | 296                                | 1,163  | 1,519  | 2,164      | 2,520 |
| 91300   | Beedon Church of England Controlled Primary School                                 | 49                     | 5.0                     | 697  | 937                             | 161           | 462                            | 8                         | 112                           | 131                                | 102                                | 401  | 524  | 747        | 870   |
| 91400   | Beenham Primary School   | 73                     | 3.0                     | 1,038  | 562                             | 240           | 689                            | 12                        | 167                           | 195                                | 152                                | 598  | 781  | 1,113      | 1,295 |
| 91200   | Birch Copse Primary School   | 422                    | 14.0                    | 6,001  | 2,623                           | 1,386         | 3,983                          | 68                        | 966                           | 1,130                              | 880                                | 3,456  | 4,513  | 6,432      | 7,489 |
| 91500   | Bradfield Church of England Primary School   | 145                    | 1.0                     | 2,062  | 187                             | 476           | 1,369                          | 23                        | 332                           | 388                                | 302                                | 1,188  | 1,551  | 2,210      | 2,573 |
| 91600   | Brightwalton Church of England Aided Primary School                                | 94                     | 3.0                     | 1,337  | 562                             | 309           | 887                            | 15                        | 215                           | 252                                | 196                                | 770  | 1,005  | 1,433      | 1,668 |
| 91700   | Brimpton Church of England Primary School  | 56                     | 0.0                     | 795  | 0                               | 184           | 529                            | 9                         | 128                           | 150                                | 117                                | 459  | 599  | 853        | 994   |
| 91800   | Buckbury Church of England Primary School  | 120                    | 0.0                     | 1,707  | 0                               | 394           | 1,133                          | 19                        | 275                           | 321                                | 250                                | 983  | 1,263  | 1,829      | 2,130 |
| 91900   | Burghfield St. Mary's Church of England Primary School                             | 211                    | 5.0                     | 3,001  | 937                             | 693           | 1,992                          | 34                        | 463                           | 565                                | 440                                | 1,728  | 2,257  | 3,216      | 3,744 |
| 92000   | Calcot Infant School & Nursery   | 255                    | 33.0                    | 3,626  | 6,182                           | 837           | 2,407                          | 41                        | 584                           | 683                                | 532                                | 2,088  | 2,727  | 3,886      | 4,625 |
| 92100   | Calcot Junior School   | 288                    | 33.0                    | 4,096  | 6,182                           | 946           | 2,718                          | 46                        | 659                           | 771                                | 600                                | 2,359  | 3,080  | 4,389      | 5,111 |
| 92500   | Chaddfeld Orth St. Andrew's Church of England Primary School                       | 25                     | 0.0                     | 356  | 0                               | 82            | 236                            | 4                         | 57                            | 67                                 | 52                                 | 205  | 267  | 381        | 444   |
| 92400   | Chevely Primary School   | 206                    | 6.0                     | 2,930  | 1,124                           | 677           | 1,944                          | 33                        | 472                           | 551                                | 430                                | 1,687  | 2,203  | 3,140      | 3,656 |
| 92900   | Cold Ash St. Mark's Church of England Primary School                               | 190                    | 4.0                     | 2,702  | 749                             | 624           | 1,793                          | 30                        | 435                           | 509                                | 396                                | 1,556  | 2,032  | 2,896      | 3,372 |
| 92200   | Compton Church of England Primary School   | 185                    | 3.0                     | 2,631  | 662                             | 608           | 1,746                          | 30                        | 423                           | 495                                | 386                                | 1,515  | 1,979  | 2,820      | 3,283 |
| 92300   | Curridge Primary School  | 101                    | 4.0                     | 1,436  | 749                             | 332           | 953                            | 16                        | 231                           | 270                                | 211                                | 827  | 1,080  | 1,539      | 1,792 |
| 92500   | Dowrsay Primary School   | 215                    | 12.0                    | 3,058  | 2,248                           | 706           | 2,029                          | 34                        | 492                           | 576                                | 448                                | 1,761  | 2,299  | 3,277      | 3,815 |
| 92800   | Enborne Church of England Primary School   | 61                     | 0.0                     | 867  | 0                               | 200           | 576                            | 10                        | 140                           | 163                                | 127                                | 500  | 652  | 930        | 1,083 |
| 92900   | Englefield Church of England Primary School  | 102                    | 2.0                     | 1,451  | 375                             | 335           | 963                            | 16                        | 233                           | 273                                | 213                                | 835  | 1,091  | 1,555      | 1,810 |
| 93000   | Falkland Primary School  | 453                    | 19.0                    | 6,442  | 3,560                           | 1,488         | 4,276                          | 72                        | 1,037                         | 1,213                              | 945                                | 3,710  | 4,845  | 6,904      | 8,039 |
| 93200   | Francis Baily Primary School   | 550                    | 31.0                    | 7,822  | 5,808                           | 1,806         | 5,191                          | 88                        | 1,259                         | 1,472                              | 1,147                              | 4,504  | 5,882  | 8,382      | 9,760 |
| 93400   | Garland Junior School  | 216                    | 3.0                     | 3,072  | 562                             | 709           | 2,039                          | 35                        | 494                           | 578                                | 450                                | 1,769  | 2,310  | 3,292      | 3,833 |
| 93500   | Hampstead Noreys Church of England Primary School                                  | 85                     | 0.0                     | 1,209  | 0                               | 279           | 802                            | 14                        | 195                           | 228                                | 177                                | 696  | 909  | 1,295      | 1,508 |
| 93600   | Hermitage Primary School   | 195                    | 8.0                     | 2,773  | 1,499                           | 640           | 1,840                          | 31                        | 446                           | 522                                | 407                                | 1,597  | 2,086  | 2,972      | 3,461 |
| 93700   | Hungerford Primary School  | 384                    | 21.0                    | 5,461  | 3,934                           | 1,261         | 3,624                          | 61                        | 879                           | 1,028                              | 801                                | 3,145  | 4,107  | 5,852      | 6,815 |
| 92700   | The Isleys' Primary School   | 69                     | 0.0                     | 981  | 0                               | 227           | 651                            | 11                        | 158                           | 185                                | 144                                | 565  | 738  | 1,052      | 1,224 |
| 93800   | Inken Primary School   | 79                     | 1.0                     | 1,123  | 187                             | 259           | 746                            | 13                        | 181                           | 211                                | 165                                | 647  | 845  | 1,204      | 1,402 |
| 93900   | John Rankin Infant & Nursery School  | 310                    | 46.0                    | 4,409  | 8,618                           | 1,018         | 2,926                          | 50                        | 710                           | 830                                | 646                                | 2,539  | 3,316  | 4,725      | 5,501 |
| 94000   | John Rankin Junior School  | 313                    | 31.0                    | 4,451  | 5,808                           | 1,028         | 2,954                          | 50                        | 716                           | 838                                | 653                                | 2,563  | 3,348  | 4,770      | 5,555 |
| 94100   | Kennet Valley Primary School   | 202                    | 32.0                    | 2,873  | 5,995                           | 663           | 1,907                          | 32                        | 462                           | 541                                | 421                                | 1,654  | 2,160  | 3,079      | 3,595 |
| 94200   | Kirbury St. Mary's Church of England Primary School                                | 162                    | 2.0                     | 2,304  | 375                             | 532           | 1,529                          | 26                        | 371                           | 434                                | 338                                | 1,327  | 1,733  | 2,469      | 2,875 |
| 94400   | Long Lane Primary School   | 209                    | 11.0                    | 2,972  | 2,061                           | 686           | 1,973                          | 33                        | 478                           | 559                                | 436                                | 1,712  | 2,235  | 3,185      | 3,709 |
| 95800   | Morimer St. John's Church of England Infant School                                 | 174                    | 4.0                     | 2,474  | 749                             | 571           | 1,642                          | 28                        | 398                           | 466                                | 363                                | 1,425  | 1,861  | 2,652      | 3,088 |
| 97500   | Morimer St. Mary's Church of England Junior School                                 | 216                    | 2.0                     | 3,072  | 375                             | 709           | 2,039                          | 35                        | 494                           | 578                                | 450                                | 1,769  | 2,310  | 3,292      | 3,833 |
| 94500   | Mrs. Bland's Infant & Nursery School   | 209                    | 23.0                    | 2,972  | 4,309                           | 696           | 1,973                          | 33                        | 478                           | 559                                | 436                                | 1,712  | 2,235  | 3,185      | 3,709 |
| 94600   | Pangbourne Primary School  | 218                    | 21.0                    | 3,100  | 3,934                           | 716           | 2,058                          | 35                        | 499                           | 584                                | 455                                | 1,785  | 2,332  | 3,323      | 3,869 |
| 94700   | Parsons Down Infant School   | 198                    | 13.0                    | 2,816  | 2,435                           | 650           | 1,869                          | 32                        | 453                           | 530                                | 413                                | 1,622  | 2,118  | 3,018      | 3,514 |
| 94800   | Parsons Down Junior School   | 293                    | 12.0                    | 4,167  | 2,248                           | 962           | 2,765                          | 47                        | 671                           | 784                                | 611                                | 2,400  | 3,134  | 4,466      | 5,200 |
| 94900   | Purley Church of England Infants School  | 118                    | 16.0                    | 1,678  | 2,998                           | 388           | 1,114                          | 19                        | 270                           | 316                                | 246                                | 966  | 1,262  | 1,798      | 2,094 |
| 95000   | Robert Sandilands Primary School & Nursery   | 265                    | 40.0                    | 3,769  | 7,494                           | 870           | 2,501                          | 42                        | 607                           | 709                                | 553                                | 2,170  | 2,834  | 4,039      | 4,703 |
| 95100   | Shaw-cum-Donnington Church of England Primary School                               | 91                     | 6.0                     | 1,294  | 1,124                           | 299           | 859                            | 15                        | 208                           | 244                                | 190                                | 745  | 973  | 1,387      | 1,615 |
| 95200   | Shefford Church of England Primary School  | 39                     | 2.0                     | 555  | 375                             | 128           | 368                            | 6                         | 89                            | 104                                | 81                                 | 319  | 417  | 594        | 692   |
| 95400   | Springfield Primary School   | 326                    | 33.0                    | 4,636  | 6,182                           | 1,071         | 3,077                          | 52                        | 746                           | 873                                | 680                                | 2,670  | 3,487  | 4,969      | 5,785 |
| 95500   | Spurcroft Primary School   | 481                    | 40.0                    | 6,840  | 7,494                           | 1,580         | 4,540                          | 77                        | 1,101                         | 1,288                              | 1,003                              | 3,939  | 5,144  | 7,331      | 8,536 |
| 95700   | St. Finian's Catholic Primary School   | 187                    | 22.0                    | 2,659  | 4,122                           | 614           | 1,765                          | 30                        | 428                           | 501                                | 390                                | 1,531  | 2,000  | 2,850      | 3,319 |
| 97700   | St. John the Evangelist Infant & Nursery School                                    | 197                    | 31.0                    | 2,802  | 5,808                           | 647           | 1,859                          | 32                        | 451                           | 527                                | 411                                | 1,613  | 2,107  | 3,002      | 3,496 |
| 97800   | St. Joseph's Catholic Primary School   | 202                    | 92.0                    | 2,873  | 17,236                          | 663           | 1,907                          | 32                        | 462                           | 541                                | 421                                | 1,654  | 2,160  | 3,079      | 3,585 |
| 96200   | St. Nicolas Church of England Junior School  | 258                    | 30.0                    | 3,669  | 5,620                           | 847           | 2,435                          | 41                        | 591                           | 691                                | 538                                | 2,113  | 2,759  | 3,932      | 4,579 |
| 96100   | St. Pauls Catholic Primary School  | 326                    | 99.0                    | 4,636  | 18,547                          | 1,071         | 3,077                          | 52                        | 746                           | 873                                | 680                                | 2,670  | 3,487  | 4,969      | 5,785 |
| 96300   | Stockcross Church of England Primary School  | 101                    | 1.0                     | 1,436  | 187                             | 332           | 953                            | 16                        | 231                           | 270                                | 211                                | 827  | 1,080  | 1,539      | 1,792 |
| 96400   | Streatley Church of England Voluntary Controlled Primary School                    | 102                    | 3.0                     | 1,451  | 562                             | 335           | 963                            | 16                        | 233                           | 273                                | 213                                | 835  | 1,091  | 1,555      | 1,810 |
| 96500   | Sulhamstead and Upton Nervet Church of England Voluntary Controlled Primary School | 107                    | 2.0                     | 1,522  | 375                             | 351           | 1,010                          | 17                        | 245                           | 286                                | 223                                | 876  | 1,144  | 1,631      | 1,899 |
| 96700   | Thatcham Park Church of England Primary School                                     | 409                    | 3.0                     | 5,816  | 562                             | 1,343         | 3,860                          | 65                        | 936                           | 1,095                              | 853                                | 3,350  | 4,374  | 6,234      | 7,258 |
| 96600   | Thasle Church of England Primary School  | 323                    | 27.0                    | 4,593  | 5,058                           | 1,061         | 3,049                          | 52                        | 739                           | 865                                | 673                                | 2,645  | 3,455  | 4,923      | 5,732 |
| 96700   | Wellford and Wickham Church of England Primary School                              | 95                     | 0.0                     | 1,351  | 0                               | 312           | 897                            | 15                        | 217                           | 254                                | 198                                | 778  | 1,016  | 1,448      | 1,686 |
| 96800   | Westwood Farm Infant School  | 191                    | 16.0                    | 2,716  | 2,998                           | 627           | 1,803                          | 31                        | 437                           | 511                                | 398                                | 1,564  | 2,043  | 2,911      | 3,390 |
| 96900   | Westwood Farm Junior School  | 230                    | 24.0                    | 3,271  | 4,498                           | 755           | 2,171                          | 37                        | 526                           | 616                                | 480                                | 1,884  | 2,480  | 3,505      | 4,082 |
| 98700   | The Willow's Primary School  | 409                    | 74.0                    | 5,816  | 13,863                          | 1,343         | 3,860                          | 65                        | 936                           | 1,095                              | 853                                | 3,350  | 4,374  | 6,234      | 7,258 |
| 99400   | The Winchcombe School  | 458                    | 122.0                   | 6,513  | 22,856                          | 1,504         | 4,323                          | 73                        | 1,048                         | 1,226                              | 955                                | 3,751  | 4,898  | 6,980      | 8,128 |
| 97300   | Woolhampton Church of England Primary School                                       | 92                     | 0.0                     | 1,308  | 0                               | 302           | 868                            | 15                        | 211                           | 246                                | 192                                | 753  | 984  | 1,402      | 1,633 |
| 97400   | Yattendon Church of England Primary School   | 74                     |                         |  |                                 |               |                                |                           |                               |                                    |                                    |  |  |            |       |

# West Berkshire Council Maintained Schools

## Proposal to De-Delegate Formula Funding 2019-20

### Behaviour Intervention Service

#### Outline of Proposed Service 2019/20

The Behaviour Intervention Team (BIT) offers evidence-based advice and support to schools. The type of involvement includes whole school support, staff training, staff support, class or year group support as well as individual support. This tiered service represents an enhanced offer from previous years.

#### Key Features

These themes stem from the behaviour review:

1. Quick and flexible response to challenging cases in schools.
2. Different levels of response within the team (whole school, group, individual).
3. Training available in a range of areas.
4. Advice and support using newly developed SEMH Range Guidance and Behaviour Action Guidance.

#### Team Members

1. The Team –  
Beth Cartwright (BIT Manager & Senior EP)  
Kate Pike (BIT EP)  
Gerry Heaton (Primary BIT Advisor)  
Sue Keepax (Secondary BIT Advisor)  
Alison Crawford (BIT Worker)  
Rachel Wallace (BIT Worker)  
Kayleigh Chocian (BIT Worker)  
Roslyn Arthur (Exclusions Officer)  
Piyush Bharania (Admin Assistant)

In addition to the above, schools have access to a team of educational psychologists and graphic facilitators who run circle of adult meetings to support schools with pupils at risk of exclusion. A Circle of Adults meeting is led by 2 trained workers and involves key staff and professionals from the school. It lasts 90 minutes and provides a structured approach to problem-solving and identifying agreed strategies.

This represents an increased offer from previous years with a range of professionals and expertise in the team. This will be delivered without a significant increase in the cost of the service. This is due to a team restructure and a more efficient deployment of resources.

2. Rapid Response: capacity to respond rapidly to school concerns. This could relate to children but also whole school situations that arise. Behaviour would be main focus but wouldn't exclude other complex situations.
3. For those needing some quick advice, signposting, or consultation with a BIT Educational Psychologist, Kate or Beth will be available for a telephone consultation on Wednesday afternoons from 1230 - 1630.
4. BIT referrals will be triaged weekly and the most appropriate level of support offered within 5 days.
5. The team will be informed by evidence based practice which will result in clear suggestions of what needs to happen to move the situation forward.
6. Partners and working relationships: In partnership with other agencies Beth will continue to develop a clear referral pathway for social emotional and mental health issues. This will include consideration of EHA, iCollege, EPS, EWS, and ASD support teachers.
7. All of the above sits neatly with Local Authority social and emotional mental Health and well-being agenda and restorative themes.
8. Research indicates that a number of children and young people presenting with challenging behaviour have unidentified mental health problems. Revised request for involvement forms have been created along with screening tools to identify any mental health problems. This will enable these needs to be addressed by BIT team members or for referrals to be made to appropriate services.

### **What would schools get?**

1. Screening and signposting for identified mental health difficulties.
2. Immediate write up and actions as well as agreed review of cases where appropriate.
3. Links with other support services and help in securing necessary actions
4. More direct support with very complex cases involving a wide range of services.
5. Access to support for challenging whole school situations through advisors with senior level management experience and experienced educational psychologists.
6. Direct links into PPP (Pupil Placement Panel & Fair Access process), VCF (Vulnerable Children's Fund) and other relevant systems/services
7. Support from workers where appropriate to help implement/model strategies in school.
8. Clear information of key personnel and agencies within West Berkshire –regularly updated.

9. Suggestions and links regarding potential training needs

10. Access to circle of adults meetings facilitated by an educational psychologist and a BIT worker for pupils at risk of permanent exclusion.

### Feedback from 2017/18 delivery

#### Comments from Primary Schools:

*'I have worked with BIT on a particularly challenging case - they have been professional, very helpful and above all are providing an invaluable service.'*

*'We seem to have made some very good progress, thanks to your efforts. In addition to the work you have done with groups I feel different about where we are as a school. Plenty to do but a clearer direction. I am sure the next few weeks will be busy and positive.'*

*'A big thank you to all who have been involved at X School – finally we have a team that follow up requests promptly, listen to the individual needs of our children and mainly just support staff in a useful way i.e: followed up!! – Your support has been very much appreciated by not just me but other staff in the school too.'*

#### Comments from Secondary Schools:

*'Thank you for your help and advice on motivating our year 10 pupils. The focusing on the positives whilst rigorously following up on the negatives seems to have had a positive impact. We have not got them 100% where we want them but we are much closer than we were!'*

*'The staff benefited from sharing their concerns with a trusted colleague; the insights gained into Y10 issues have helped inform our planning and training for 1819; progress has been less marked with the student being supported but the quality of the support he received has been very good.'*

*'We have really benefited from the flexibility of the support on offer.'*

### Proposed Cost of Delivery in 2019/20

The following table summarises the proposed cost of the service for 2019/20. It is based on employing the team members outlined above.

|                                  | 2017/18<br>£   | 2018/19<br>£   | 2019/20<br>Proposed<br>£ | %<br>increase |
|----------------------------------|----------------|----------------|--------------------------|---------------|
| Staffing Costs                   | 198,460        | 203,230        | 207,750                  |               |
| Other Costs                      | 6,150          | 6,150          | 6,150                    |               |
| Support Service Recharges        | 19,400         | 20,940         | 21,390                   |               |
| Total Cost                       | 224,010        | 230,320        | 235,290                  | 2.11%         |
| Less Surplus Brought Forward     | -10,640        | -12,690        |                          |               |
| <b>Amount to be De-Delegated</b> | <b>213,370</b> | <b>217,630</b> | <b>235,290</b>           | <b>7.51%</b>  |

The overall cost of delivering the service has increased by 2.11% which takes into account the expected April 2019 pay award and salary increments. As the underspend in 2017/18

has been requested to be added to 2018/19 budgets there is no carry forward from previous years. Therefore the amount proposed to be de-delegated in 2019/20 is 7.51% higher than in 2018/19.

This does not take into account income which will be earned from any Academies which choose to buy back this service. Any additional income received from this source will reduce the net cost and the charge to maintained schools.

### Method of charging in 2019/20

The total net cost of the service will be divided by the total number of pupils recorded in the October 2018 census to arrive at a per pupil amount for charging purposes. Using October 2017 census data to provide an indicative amount, this would equate to £14.22 per pupil. Appendix A of the main report shows the indicative total amount per school.

Other Options which *may* be considered

1. The local authority offer a fully traded service (likely to increase the cost to individual schools).
2. Schools “pay as you go” either by employing/using own staff when needed or purchasing support from external providers (may include the local authority if still able to offer this service).
3. Local authority to consider an alternative (cheaper) service to offer.

## West Berkshire Council Maintained Schools

### Proposal to De-Delegate Formula Funding 2019-20

#### Ethnic Minority & Traveller Achievement Service (EMTAS)

#### Context

EMTAS 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 (GRT) 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, English as an additional language (EAL) pupils and Gypsy, Roma and Traveller (GRT) pupils is provided by the EMTAS Service.

#### Current Structure

The current service is led by a Team Manager (0.8FTE), 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.

- Organisation of English language assessments of new arrivals and advanced bilingual speakers;
- Arranging advice and support for individual pupils, including those with EAL and SEND, EHC planning.
- Arranging support for first language GCSE/AS/A2 papers; SATs maths translation.
- Arranging in- house school INSET focusing on EAL teaching and learning.
- 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 and those from Gypsy, Roma, Traveller families.
- Joint working with other agencies to support schools with ethnic minority pupils.
- Provision of language assessments and support of unaccompanied asylum seeking children (UASC) in schools.
- Advice and guidance documents and resources to schools.

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

- Carrying out the English language assessments for new arrivals. 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 Great 121 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.

## De-delegation Proposals 2019/20

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

- Bilingual support is provided for Polish, German, Portuguese and Romanian.
- 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.
- Unaccompanied Asylum Seeking children and young people receive weekly support in class from EMTAS
- PSOs support schools with parent meetings/ FSM letters/interpreting for parents at SEND reviews/EHC planning/CP and CIN cases.
- 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. GRT families are supported with attendance, admissions, transition, access to extra-curricular activities and engagement with learning.

## Benefits of Service

### Number of EAL assessments completed in the last three years

Referrals from schools for EAL assessments dipped slightly from 111 to 101 in the academic year 2017/18.

In 2017/18 English assessments were carried out in 31 primary schools and 5 secondary schools. The autumn term has continued to have the highest number of referrals than in other terms.

EAL assessments, including guidance and reports, have been completed in the following schools in 2017/18

|                                |                            |
|--------------------------------|----------------------------|
| Birch Copse                    | John Rankin Infants        |
| Calcot Infant                  | St.Finian's                |
| Compton                        | Pangbourne                 |
| Calcot Junior                  | Spurcroft                  |
| Francis Baily                  | Hungerford                 |
| Long Lane                      | Kennet Valley              |
| Mortimer St. John's Infant     | Lambourn                   |
| Parsons Down Infant            | Mortimer St. Mary's Junior |
| St. Finians                    | Mrs Bland's Infant         |
| St. John the Evangelist Infant | Purley                     |
| St. Joseph's                   | Robert Sandilands          |
| Shaw cum Donnington            | Speenhamland (Academy)     |
| Westwood Farm Infant School    | St. Nicolas                |
| Westwood Farm Junior School    | The Willows                |
| St. Bartholomew's (Academy)    | Yattendon                  |
| The Downs                      | Little Heath               |
| Kennet (Academy)               | The Castle                 |
| Park House (Academy)           | Garland                    |

### Pupil Support Officer (Romanian)

Bilingual support has been provided in the following schools this year:

|                    |                        |
|--------------------|------------------------|
| St. Joseph's       | Kennet Valley          |
| Hungerford Primary | Shaw cum Donnington    |
| The Castle         | Speenhamland (Academy) |

Schools have also received assistance with Romanian first language assessments, CP cases, Early Years, Speech and Language, SEND issues, EHC planning and parental liaison.

**Pupil Support Officer (Polish)**

|                        |                        |
|------------------------|------------------------|
| Theale Green (Academy) | Francis Baily          |
| Thatcham Park          | Compton                |
| Little Heath           | Robert Sandilands      |
| Parsons Down Infants   | Thatcham Park          |
| St John the Evangelist | The Willows            |
| St. Joseph's           | Park House             |
| Birch Copse            | Brookfields            |
| The Downs              | Theale Green (Academy) |
| Denefield (Academy)    | Yattendon              |
| Park House (Academy)   |                        |

The Polish PSO has carried out the oral component of GCSE Polish and relevant tuition and offers 'A' level Polish. 100% pass rate at A\* and A in 2017 and 2018.

Schools have also received assistance with Polish first language assessments and EHC planning meetings, translating documents and enabling the parents and children to have their opinions heard.

**Pupil Support Officer (Portuguese)**

Portuguese and Brazilian pupils in the following schools have received Portuguese PSO support in this academic year.

|               |                             |
|---------------|-----------------------------|
| Little Heath  | Pangbourne                  |
| Francis Baily | Park House (Academy)        |
| St. Joseph's  | St. Bartholomew's (Academy) |

Schools have also received assistance with Portuguese first language assessments and EHC planning meetings, enabling the parents and children to have their opinions heard. GCSE Portuguese is offered to schools.

**Pupil Support Officer (UASC)**

Eight secondary aged unaccompanied asylum seeking children from Sudan, Eritrea, Ethiopia and Afghanistan have been supported this year in three different secondary schools. EMTAS has continued to support pupils arriving as part of the Syrian Resettlement programme. EMTAS provides one to one academic, exam 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 and the Virtual School. Support has been provided at the following schools this year:

|                             |                         |
|-----------------------------|-------------------------|
| Park House (Academy)        | Kennet School (Academy) |
| St. Bartholomew's (Academy) |                         |

**Number of TA funded hours given to schools**

|                  |
|------------------|
| 2017/18          |
| 1050 hours (EAL) |
| 105 hours (GRT)  |
| Total £9251.55   |

**Schools in receipt of GReaT 1 to 1 project funding during 2017/18** to provide targeted intervention for Gypsy, Roma and Traveller pupils. (hours included in the figures above):

|                |                   |
|----------------|-------------------|
| Mrs Bland's    | Thatcham Park     |
| Garland Junior | Basildon          |
| Hungerford     | Hampstead Norreys |

**Number of training sessions (both general and school specific)**

|   |
|---|
| 2017/18   |
| 'New Arrivals with EAL' to teachers   |
| 'EAL' and 'Equalities' to SCITT trainees                                      |
| EAL Co-ordinator's Network meeting  |
| 'Every Child a Talker' to Early Years Practitioners                           |
| 'Gypsy, Roma and Traveller Culture' to CAAS team                              |
| EAL training for Teaching Assistants:<br>Long Lane School<br>Compton School   |
| EAL Training for new SENDCo at<br>Thatcham Park School                        |
| GRT training for one to one support:<br>Basildon School<br>Hungerford Primary |

**Number of families supported by Pupil Support Officer (GRT)**

West Berkshire has 94 children who are ascribed as Gypsy, Roma or Traveller.  
33 West Berkshire schools have Gypsy, Roma and Traveller pupils on roll.

Approximately 35 GRT children and families have been supported by the PSO GRT and work continues 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 involves 'in year' changes as well as end of Key Stage transitions.

### Number of schools supported with GRT pupils

The following schools have received support from EMTAS for Gypsy, Roma and Traveller pupils. EMTAS Pupil Support Officer for GRT pupils has made 192 visits to schools in 2017/18.

|                    |                             |
|--------------------|-----------------------------|
| Aldermaston        | Sulhamstead and Ufton Nerve |
| Basildon           | Theale Green (Academy)      |
| Garland Junior     | Thatcham Park               |
| Hermitage          | Alternative Provision       |
| Fir Tree (Academy) | Mrs Bland's Infants         |
| Kennet Valley      | The Willink                 |
| Hampstead Norreys  | Hungerford Primary          |
| Beenham            | Lambourn                    |
| Kennet (Academy)   | Trinity (Academy)           |
| The Castle         | Park House (Academy)        |

Schools have been supported with engagement with their GRT families, issues around behaviour, avoiding exclusion, intervention for gaps in learning, transport, admissions and attendance.

### Number of pupils attending the Autumn 2017 Michaelmas Fair 'School'

EMTAS run a 'school' for the children travelling with the Michaelmas Fair. 23 pupils attended over the three days ranging in age from 4 to 13 years. They took part in lessons 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

8 sessions have been delivered from September 2017 to July 2018 on the 'Bus of Hope'. These have taken place monthly at Paices Hill Traveller site and have provided Parent and Toddler activities for families. These sessions have enabled Family Hubs staff, the Fire and Rescue Service, EWOs, Health Visitors, schools and other agencies to make contact with 'hard to reach' families through working alongside EMTAS.

### Proposed Cost of Delivery in 2019/20

The following table summarises the proposed cost of the service for 2019/20 in comparison with 2018/19 and 2017/18.

|   | 2017/18<br>£   | 2018/19<br>£   | 2019/20<br>£   | %<br>increase |
|---|----------------|----------------|----------------|---------------|
| Staffing Costs  | 182,010        | 185,480        | 196,920        |               |
| Other Costs   | 31,530         | 31,720         | 26,020         |               |
| Support Service Recharges                             | 21,000         | 21,720         | 22,294         |               |
| <b>Total Cost</b>                                     | <b>234,540</b> | <b>238,920</b> | <b>245,234</b> | <b>2.6%</b>   |
| Less Surplus Brought Forward                          | -3,150         | -38,300        | -35,170        |               |
|   | <b>231,390</b> | <b>200,620</b> | <b>210,064</b> | <b>4.7%</b>   |
| Less income from Special and Nursery Schools and PRUs |                | -27,143        |                |               |
| <b>Amount to be De-Delegated</b>                      | <b>231,390</b> | <b>173,477</b> | <b>210,064</b> | <b>21.1%</b>  |

## De-delegation Proposals 2019/20

NOTE: Carry forward amount from 2017-18 has yet to be confirmed by Schools Forum

The overall cost of delivering the service has increased by 2.6% which is in line with the estimated increase in staffing costs due to the expected April 2019 pay award and increments expected to be paid to existing staff. The service received income in 18/19 which reduced the amount to be de-delegated. The amount proposed to be de-delegated in 2019/20 is therefore higher than in 2018/19.

### Method of charging in 2019/20

The total cost of the service will be divided by the total number of pupils recorded as having English as an additional language (for up to 3 years after they enter the statutory school system) in the October 2018 census to arrive at a per pupil amount for charging purposes. Using October 2017 census data to provide an indicative amount, this would equate to £3187.34 per pupil. Appendix A of the main report shows the indicative total amount per school.

### Other Options which *may* be considered

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; EAL 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 |

## West Berkshire Council Maintained Schools

### Proposal to De-Delegate Formula Funding 2019-20

#### Trade Union Representation Service

#### Outline of Proposed Service 2019/20

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).

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 to staff (note: NASUWT and ATL also represent non teaching staff; NUT only represents teachers); disciplinary issues; grievances; ill health cases; capability cases; and settlement agreements.

#### **What union officers do**

Union officers use 'facilities time' to work with members experiencing professional difficulties (casework) and to support groups of members either in individual schools or through negotiation and consultation with the local authority acting on behalf of its schools (collective work). The casework dealt with by union officers falls into two broad categories: individual issues and collective issues.

#### Individual casework issues

The union officers spend most of the facilities time dealing with members. Union members in West Berkshire schools are able to contact their union representative directly by email or telephone. Issues raised by members in this way are known as casework. Casework can be divided into capability; disciplinary; grievance; and contracts, pay and conditions

Advice is often given on how the teacher can seek to resolve the matter for themselves. However, there are a number of cases where the union officer has to make contact with school management, human resources providers or an LA officer directly. Employees are entitled to be accompanied by a union officer at formal meetings under school HR procedures.

Contracts, Pay and Conditions issues such as pay determination appeals and questions of what teachers can be directed to do are becoming increasingly common.

#### **Collective Issues**

These include consultation on changes to working conditions such as pay policies, sickness absence policies, codes of conduct restructuring and redundancy. This school year has seen an increase in the number of school restructurings accompanied by the risk of redundancy, as school budgets come under increasing pressure. The redundancy procedure is complex and often involves multiple meetings. The threat of redundancy can quickly undermine morale in a school and often the role of union

officers is to reassure and support employees as well as ensuring that correct procedures are followed.

## Benefits of Service

The following data gives information on the level and types of support provided in 2015/16:

### Number of contacts made to/by union officers in 2015/16

| Casework                       | Email     | Phone     | In person | Meeting   |
|--------------------------------|-----------|-----------|-----------|-----------|
| Capability Issues <sup>1</sup> | 26        | 12        | 11        | 6         |
| Pay & Conditions               | 19        | 7         | 4         | 3         |
| Contracts                      | 4         | 3         | 0         | 1         |
| Disciplinary Issues            | 5         | 5         | 3         | 2         |
| Grievance                      | 4         | 6         | 1         | 1         |
| Redundancy**                   |           |           |           | 20        |
| Restructuring**                |           |           |           | 8         |
| <b>TOTAL</b>                   | <b>58</b> | <b>33</b> | <b>19</b> | <b>41</b> |

| Collective               | In Person    |
|--------------------------|--------------|
| LA Meetings <sup>2</sup> | 27**         |
| Del Train                | 9            |
| <b>Personal</b>          |              |
| Receive Train            | 14           |
| Research                 | Not recorded |
| Union Briefing           | 15           |

<sup>1</sup> Includes formal support through appraisal

<sup>2</sup> Such as Joint Consultative Panel and Education Liaison meetings.

\*\* Number of attendances. Officers of several unions are normally present at each meeting

### Notes

This is hierarchical, i.e. an email that leads to a meeting is not recorded.

**Email:** number of members supported by an exchange of emails

**Phone:** number of members supported through at least one phone call.

**In person:** number of members with whom a officer has met at least once

**Meeting:** number of members supported at a meeting with management.

**Hearing:** number of members supported at a hearing

Officers also spend time on internal union organisation such as attending, committee and general meetings. These activities are not undertaken in 'facilities time' Each union has a support infrastructure for its officers that includes reference resources as well as briefings and training courses included above.

## Proposed Cost of Delivery in 2019/20

The following table summarises the proposed cost of the service for 2019/20, compared to 2018/19. It is based on engaging a representative from each of the unions:

| Union  | 2018/19        | Proposed 2019/20 |
|--|----------------|------------------|
| NASUWT   | £14,745        | £15,950          |
| NUT  | £14,698        | £15,900          |
| ATL  | £12,634        | £13,665          |
| NAHT   | £3,264         | £3,530           |
| ASCL   | £2,244         | £2,425           |
| Support Service Recharges                        | £4,760         | £5,150           |
| <b>Total Cost</b>                                | <b>£52,340</b> | <b>£56,620</b>   |
| Income from Academies                            | £1,696         | £1,730           |
| <b>Cost to Maintained Schools</b>                | <b>£50,644</b> | <b>£54,890</b>   |
| Income from Nursery and Special Schools and PRUs | £2,202         | £2,286           |
| <b>Cost to Primary and Secondary Schools</b>     | <b>£48,442</b> | <b>£52,604</b>   |

The proposed budget for 2019/20 is based on:

- Reimbursement to schools providing release time for teacher trade union activities is dependent on agreement by Schools Forum in respect of maintained primary and secondary schools and from other schools which elect to buy in the facilities time - approximately equivalent to 1fte supply teacher across all unions, paid on UPS 3;
- Each trade union to have five days for activities including attendance at local authority consultative meetings;
- Balance of budget available is divided proportionately by the number of current members in each union as at 1<sup>st</sup> June (the budget will be adjusted depending on the actual level of buy back from other schools).

Note that representatives work across all sectors, and it is irrelevant what type of school they are employed by. Therefore the total net cost is divided between all schools de-delegating rather than taking each sector separately.

## Method of charging in 2019/20

The total cost of the service will be divided by the total number of pupils recorded in the October 2017 census to arrive at a per pupil amount for charging purposes. Using October 2017 census data to provide an indicative amount, this would equate to £3.11 per primary and secondary pupil. Appendix A of the main report shows the indicative total amount per school. Academies and other schools may choose to buy into the service at the same per pupil rate (this would provide funding for additional hours).

## Other Options which *may* be considered

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.

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

## **De-delegation Proposals 2019/20**

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.

There may also be the option to consider a reduced service at a lower cost to schools.

## West Berkshire Council Maintained Schools

### Proposal to De-Delegate Formula Funding 2019-20

#### CLEAPSS Service

### Outline of Proposed Service 2019/20

West Berkshire Council has an agreement with CLEAPSS (Consortium of Local Education Authorities for the Provision of Science Services) which includes the provision of support and advice to teachers, technicians, head teachers and governors/trustees on how best to use high quality practical work to support pupils learning in science, design & technology and, most recently, art & design.

All but two of the 182 authorities, with the duty to provide education, in England, Wales and Northern Ireland and the various islands, are members of CLEAPSS.

The Local Authority can offer schools and academies the opportunity to purchase an annual CLEAPSS subscription at a heavily discounted price from that which schools would pay independent of West Berkshire Council.

The CLEAPSS subscription includes Radiation Protection Officer (RPO) (including site visit/assessment) and the Radiation Protection Adviser Service (RPA) for secondary schools and academies.

### Benefits of Service

CLEAPSS covers:

- Health & safety including model risk assessments
- Chemicals, living organisms, equipment
- Sources of resources
- Laboratory design, facilities and fittings
- Technicians and their jobs
- D&T facilities and fittings

CLEAPSS provides:

- Termly newsletters for primary and secondary schools
- A wide range of free publications
- Model risk assessments
- Special risk assessments
- Low-cost training courses for technicians, teachers and local authority officers
- A telephone helpline
- A monitoring service, e.g. for mercury spills
- Evaluations of equipment
- Advice on repairs
- A H&S / Review of service publishers, exam boards and other organizations producing teaching resources

The local authority will have met the conditions of membership if all community schools subscribe.

## Costs and Method of charging for 2019/20

CLEAPSS set the pricing each year in January/February for the financial year April to March ahead. In 2018/19 the charge to schools was 15 pence per pupil including administration costs plus £225 per secondary school for the RPA and RPO services.

The proposal for 2019/20 is to set a rate per pupil of 16 pence per pupil which we hope will cover any increase in the CLEAPSS fee and the cost of administration. As the de-delegation covers pre-16 pupils only, maintained secondary schools will need to pay the 6<sup>th</sup> form element of the fee as a separate sum. Any shortfall or surplus will be carried forward to the following year.

## Other Options which *may* be considered

Independent, Academies, Foundation and VA schools may purchase the CLEAPSS subscription directly through CLEAPSS at an increased price.

The proposed cost per pupil/school is shown in the table below in comparison with the cost of buying this service directly from CLEAPSS.

| School            | Cost through local authority per pupil | Cost directly per pupil (min 200 pupils/ 350 secondary) | Radiation Protection Advisor | Radiation Protection Officer |
|-------------------|--|---|------------------------------|------------------------------|
| Nursery           | 16p                                    | 21.2p   | N/A                          | N/A                          |
| Primary           | 16p                                    | 21.2p   | N/A                          | N/A                          |
| Secondary         | 16p                                    | 27.5p   | £50                          | £185                         |
| Special           | 16p                                    | 21.5p   | N/A                          | N/A                          |
| PRU               | 16p                                    | 21.5p   | N/A                          | N/A                          |
| Primary Academy   | 16p                                    | 21.5p   | N/A                          | N/A                          |
| Secondary Academy | 16p                                    | 27.2p   | £50                          | £185                         |

## West Berkshire Council Maintained Schools

### Proposal to De-Delegate Formula Funding 2019-20

#### Statutory and Regulatory Duties - Accountancy, Audit and Pension Scheme Administration

##### Accountancy (Statutory Functions)

**Description of Duties:**

Consolidation of school accounts into Council's year end statement of accounts.

Overview of school budget submissions & budget monitoring reports.

Monitoring of schools in deficit.

Monitoring adherence to Scheme for Financing Schools.

Returns to Central Government – CFR, CFO grants return.

Administration of grants & other funding to maintained schools eg. PPG, budget allocations & adjustments.

Cost: £39,466

0.35 FTE Accountant  
0.10 FTE Senior Accountant  
0.27 FTE Finance Manager

##### Pension Scheme Administration

**Description of Duties:**

Administration of Teachers and Local Government pension schemes in relation to staff working in maintained schools:

Amending and updating employee records in relation to pensions

Responding to queries from employees in relation to pensions

Completion of statutory monthly returns to Teachers Pensions and Local Government pension scheme, including service and pay calculations.

Cost: £35,948

1.0 FTE Pensions Assistant

| <b>Internal Audit of Schools – Statutory Requirements</b>   |
|---|
| <p><b>Description of Duties:</b><br/> Annual internal audit of maintained schools according to level of risk - circa 10 schools are audited per year. Each audit takes on average 7 days. The audit covers Governance; financial planning and management; financial policy, processes and records; benchmarking and value for money; school fund, SFVS.</p> <p>We also carry out Follow-up reviews for those schools that have a weak or very weak audit report opinion.</p> <p>There is provision for adhoc advice to schools/issuing the Anti Fraud Advisory Bulletins and the investigation of any financial irregularities. We also monitor compliance with submitting the SFVS returns.</p> <p>We have also included an element of time for the planning and monitoring of the school visit programme, and liaising with Accountancy /governor support etc on queries when they arise.</p> |
| <p>Cost: £46,154</p>  |
| <p>0.3FTE Senior Auditor<br/> 0.5 FTE Auditor<br/> 0.07 FTE Audit Manager</p>   |

## West Berkshire Council Maintained Schools

### Proposal to De-Delegate Formula Funding 2019-20

### Statutory and Regulatory Duties – Health and Safety

#### 1. Summary of Options

##### Option 1

- 1.1 To delete one (currently vacant) of the three posts currently supporting schools to reduce costs but to maintain a viable service including the provision of training etc.
- 1.2 The two posts will provide a complete health and safety support service broadly equivalent to the current Level Two service to all maintained schools. Some site visits and needs assessments would need to be more evenly distributed to accommodate the extra schools and spread the workload over a longer period with 2.2 FTE posts. For example we could move all schools health and safety needs assessments to either results/risk based approach similar to Ofsted inspections. See Appendix A for further details of the service levels provision.
- 1.3 A buy-back option would be offered to non-maintained schools where the Council is not the employer and therefore is not the main duty holder in relation to health and safety. Any income generated from the buy-back service would be offset to reduce costs for the Council maintained schools.

##### Option 2

- 1.4 Maintain the current split in the service levels and funding, with a Level 1 service funded through the DSG with those schools equally and equitably sharing the costs of the provision of the Level 1 service.
- 1.5 Those schools that decide to purchase the Level Two schools health and safety service will then be provided the Level 2 health and safety service.

#### 2. Legislative Context

- 2.1 The principal legislation in the United Kingdom for health and safety is the Health and Safety at Work Etc Act 1974. There is also a considerable amount of health and safety legislation under the Health and Safety at Work Etc Act 1974 including the Management of Health and Safety at Work Regulations.
- 2.2 The Management of Health and Safety at Work Regulations set out that every employer shall appoint one or more competent persons to assist him in undertaking the measures he needs to take to comply with the requirements and prohibitions imposed upon him by or under the relevant statutory provisions and by Part II of the Fire Precautions (Workplace) Regulations 1997.
- 2.3 The regulations state that the employer shall ensure that the number of competent persons appointed, the time available for them to fulfil their functions and the means

at their disposal are adequate having regard to the size of his undertaking, the risks to which the employers employees are exposed and the distribution of those risks throughout the undertaking. It should be noted that the regulations do not suggest any limit or scope to the competent advice or how it should be delivered practically.

- 2.4 The regulations also state that where there is a competent person in the employer's employment, that person shall be appointed in preference to a competent person not in his employment.
- 2.5 The duties imposed by the health and safety at work Act 1974 and associated regulations apply to the Council as the employer in the majority of the Council's schools.
- 2.6 In the case of Foundation and Voluntary Aided schools the Governors are the employer. In independent schools and Academies the Governors or the Academy Trust are the employers.
- 2.7 The Council also has the general "duty to educate", even where the Governors or an Academy Trust are the employer, there could be some limited involvement for the Council if a serious incident were to occur. See Appendix B for further information on the legal duty holders.
- 2.8 In order to meet the requirements of the employer under the Health and Safety at Work Etc. Act 1974 and the Management of Health and Safety at Work Regulations and other related health and safety legislation the Council considers that the schools health and safety service should be provided to all Council maintained schools, thus removing the differing levels of service. See Appendix C for a list of schools detailed who the employer is and therefore who should hold the primary legal duties.
- 2.9 A buy-back option would be offered to non-maintained schools where the Council is not the employer and therefore is not the main duty holder in relation to health and safety. Any income generated from the buy-back service would be offset to reduce costs for the Council maintained schools.

### **3. Health & Safety Support Service**

- 3.1 The Council has an established, professional and well regarded Health and Safety Team that already supports West Berkshire schools, currently through two service options, Level One and Level Two.
- 3.2 The Level One service suggests compliance with the Management of Health and Safety at Work Regulations in terms of access to competent advice for health and safety. The Level One service includes for a health and safety needs assessment of schools on a three year basis but all other services are remote and delivered by email and/or telephone contact. All other services set out in Level Two are not included or would require payment.
- 3.3 Schools health and safety needs assessments are completed less frequently for Level One schools and there is no additional support to improve on the areas identified in the needs assessment report. The schools are expected to make the improvements themselves without further access to competent advice and support. The issues discussed at 3.2 and 3.3 are not necessarily compatible with 2.3 above.

- 3.4 The Level Two service is a comprehensive health and safety support service and covers all aspects of health and safety management and support including necessary health and safety training.
- 3.5 Two members of the health and safety team provide the Level Two service to the schools that opt to take the service. It could also be argued that there is a potential conflict in performing a compliance / enforcement role with their customers and there is often a need to provide services to the those schools buying the service, sometimes at the expense of those schools that do not.
- 3.6 For example, we have had to prioritise work with those schools buying the service over completing needs assessments for those schools that do not due to resource constraints but this could arguably increase risk and is not necessarily fair as the schools who do not buy the service are still paying a small contribution to cover the level service.
- 3.7 The Health and Safety Team provide a compliance, advice and training role for schools. However, the work of the team relies on the buy-back which thus far has been reasonably stable but only just covers the costs of the posts.
- 3.8 This brings with it difficulty in future planning and the risk that if there was even a relatively small drop off in buy-back that one of the posts would be vulnerable. This in turn would make the service unviable as it would not be possible to maintain the Level Two service with one post/person.
- 3.9 As the Council is the employer and therefore the principal legal duty holder (notwithstanding any delegated responsibilities to a schools and its Head Teachers and Governors) in relation to health and safety, it makes sense to ensure an adequate, effective and efficient health and safety service is provided to all Council maintained schools and then a buy-back option offered to non-maintained schools where the Council is not the employer and therefore is not the main duty holder in relation to health and safety.
- 3.10 Any additional income from the buy-back service would serve to reduce the costs for all maintained schools but any new business needs to be balanced with providing a high quality service to West Berkshire schools within the available resources.
- 3.11 Other options that could be considered would be to try to staff the team to match income levels e.g. reduce hours for remaining posts, look at alternative contracts such as term time only etc. These are not likely to be practical and may lead to the loss of quality staff that historically has been hard to attract to West Berkshire. It is somewhat ironic that having been able to build and develop a professional and well regarded Health and Safety Team that we now find that external factors pose a threat to its viability.

#### **4. Update on position since last year**

- 4.1 An options paper setting out a number of alternative ways that the schools health and safety service could be funded into the future was taken to the Schools Funding Forum in January 2018.
- 4.2 There were options to move to a uniform service level delivered to all schools and funded by all schools paying an equal share based on pupil numbers and one option to remain with the part funded and part buy-back service as we are. Head

Teachers voted to remain as we are with a Level 1 core service (funded by all schools) and the Level 2 buy-back support service.

- 4.3 Head Teachers accepted that if the Level 2 buy-back drops off then this would jeopardise the future provision of the service and requested that a further report be brought for their consideration if that was to happen.
- 4.4 As was somewhat expected at this time last year the overall buy-back of the service by schools did reduce slightly with around five schools dropping out due to budget constraints.
- 4.5 Buy back for the year 2018/19 is around £86,000 with staffing costs around £120,000 including overheads, leaving a shortfall of around £34,000.
- 4.6 Funding for the Level 1 post (Approx £37k), which was held vacant, offset this in the short term but we need to establish the structure and funding for the Schools H&S Team going forward as the current system is unlikely to be viable in the longer term.
- 4.7 We were successful in a tender process for health and safety support service to the Excalibur Academies Trust for approximately £13,000 per annum. If the Excalibur Academies Trust renew the contract then this would reduce the overall shortfall to around £20,000.
- 4.8 We have also been successful in gaining work and income from Park House Academy and St Gabriel's independent school.

## 5. Proposals

### Option 1

- 5.1 In order to meet the requirements of the employer under the Health and Safety at Work Etc. Act 1974 and the Management of Health and Safety at Work Regulations and other related health and safety legislation the Council considers that the schools health and safety service should be provided to all Council maintained schools, thus removing the differing levels of service.
- 5.2 To delete one (currently vacant) of the three posts currently supporting schools to reduce costs but to maintain a viable service including the provision of training etc.
- 5.3 The two posts will provide a health and safety service to all maintained schools. Some site visits and needs assessments would need to be more evenly distributed to accommodate the extra schools and spread the workload over a longer period with 2.2 FTE posts.
- 5.4 We could, for example move schools health and safety needs assessments to a results and risk based approach similar to Ofsted inspections. See Appendix A for further details of the service level provision.
- 5.5 A buy-back option would be offered to non-maintained schools where the Council is not the employer and therefore is not the main duty holder in relation to health and safety. Any income generated from the buy-back service would be offset to reduce costs for the Council maintained schools.

**Table 1**

|  |              |
|--|--------------|
| <b>Staffing Structure Required to deliver Option 1:</b><br>0.2 FTE Health & Safety Manager<br>2.0 FTE Senior Health & Safety Officers<br>CREST IT System |              |
| <b>Total Cost of Service to Maintained Schools</b>   | <b>£141k</b> |
| Less: Charge to maintained nursery, special, and PRU schools   | -£6k         |
| <b>Total Cost of Service Proposed to be met by Maintained Primary and Secondary Schools</b>  | <b>£135k</b> |
| Estimated Rate per Pupil   | £8.19        |

**Option 2**

- 5.6 Maintain the current split in the service levels and funding, with a Level 1 service funded through the DSG with those schools equally and equitably sharing the costs of the provision of the Level 1 service.
- 5.7 Those schools that decide to purchase the Level Two schools health and safety service will then be provided the Level 2 health and safety service.
- 5.8 It is likely that we would need to change the service offer in the near future as the service is already operating at a deficit of around £20,000 that is only being offset by not appointing to the vacant post but this has a knock on effect on staff and service delivery and arguably risk. See Appendix A for further details of the service levels provision.

**Table 2**

|   |              |
|---|--------------|
| <b>Staffing Structure Required to deliver Option 2:</b><br>0.2 FTE Health & Safety Manager<br>1.0 FTE Health & Safety Officer<br>2.0 FTE Senior Health & Safety Officers<br>CREST IT System |              |
| <b>Total Cost of Service to Maintained Schools</b>  | <b>£184k</b> |
| Less: Charge to maintained nursery, special, and PRU schools  | -£7k         |
| <b>Total Cost of Service Proposed to be met by Maintained Primary and Secondary Schools</b>   | <b>£177k</b> |
| Estimated Rate per Pupil  | £10.70       |

## 6. Conclusion

- 6.1 The Council recognises that safety is important but needs to be approached creatively and should not be seen as simply another legal burden or bureaucratic chore. A planned approach to managing risk should be seen as an enabler, not just to prevent accidents and work related health problems to both staff and pupils but to build a culture of sensible risk management, linked to a curriculum where teaching young people can develop their capability to assess and manage risk.
- 6.2 Risk is part of life but accidents do not need to be, so while schools need to make sure staff, pupils and visitors are safe, they also need to make sure that pupils are helped to become risk aware without becoming unnecessarily risk averse.
- 6.3 The Council will continue to support sensible and pro-active health and safety management in schools by providing a supportive infrastructure and service to schools.

## 7. Appendices

### 7.1 Appendix 7.1



Health and Safety  
Service V9 (Sept18).c

### 7.2 Appendix 7.2

| England and Wales            |                     |
|------------------------------|---------------------|
| School type                  | Employer            |
| Community schools            | The local authority |
| Community special schools    |                     |
| Voluntary controlled schools |                     |
| Maintained nursery schools   |                     |
| Pupil referral units         |                     |
| Foundation schools           | The governing body  |
| Foundation special schools   |                     |

## De-delegation Proposals 2019/20

|                            |                                  |
|----------------------------|----------------------------------|
| Voluntary aided schools    |                                  |
| Independent schools        | The governing body or proprietor |
| England                    |                                  |
| Academies and free schools | The Academy Trust                |

### 7.3 Appendix 7.3



Schools Employer  
Sept 2018 V1.xlsx