

Shaping Solihull

Minutes of the Solihull Schools' Strategic Accountability Board Meeting Wednesday 15th March 2017 at Sans Souci

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| Present: | Kara Evans Antoinette Fisher Des Foxon Jenny Godsall Gemma Hobbs Phil Leivers (part time) David Lewis Heather Loveridge Lynda Mackay Julie McCarthy Cllr Ken Meeson Louise Minter Amanda Mordey Jacque Nicholls Lynne Russell Karen Scott Janette Smith Lindsey Thorne Deb Wilson | Shirley Heath Junior School Governor, Dorridge Primary School St George & St Teresa Catholic Primary School Knowle CE Primary Academy Teaching School (St Peter's) Head of Learning and Achievement Chair of Finance Work Group and member of Schools Forum Interim Assistant Director - Learning, Skills & Progression Governor, Knowle CE Primary Academy and Chair, SGA Coppice Junior School Cabinet Member for Children's Services, Education and Skills Streetsbrook Infant & Early Years Academy and Chair, SSSAB Forest Oak School and Merstone School Dickens Heath Community Primary School Castle Bromwich Infant School Greswold Primary School Alderbrook School Peterbrook Primary School Yorkswold Primary School |
| Guests: | Tim Davis Julie Hackett Ian Mather Denise Milnes Jane Tattam | Solihull Audit Services Head of Strategic Commissioning – Children and Families Assistant Director to Public Health Senior Public Health Specialist Governance and Risk Management Adviser |
| Apologies: | Caroline Brookes Dennis Jorden | NUT Governor, St Mary's & St Margaret's CE (Aided) Primary School |
| Minutes: | Jane Watts | Schools Forum Secretary |

| Item | Action |
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| <p>1 Welcome and Apologies</p> <p>Apologies had been received from Caroline Brookes and Dennis Jorden.</p> | |
| <p>2 Minutes of Previous Meeting</p> <p>The minutes of the meeting held on 1st February 2017 were agreed as a true record.</p> <p>Matters Arising</p> <p>History and Geography Assessment Without Levels for History, Geography and Music had been emailed to all schools. Guidance for PE is still outstanding - JW to chase.</p> <p>Building Bridges The Building Bridges for Transition Protocol had been emailed to all schools.</p> <p>EHCP Meetings Following misunderstandings about headteachers' attendance on the EHCP Panel, HL confirmed that the panel will now be run differently following the appointment of the new START Manager, Liz Egginton. LM stated that Liz Egginton and Ann Lowe, Head of SEND, are now members of the SSSAB SEND group. The group had raised the issue of consistency of paperwork and asked Liz if it could be made clear to schools exactly what information is required.</p> | JW |

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| | <p>Rural Collaborative LM formally apologised following the previous meeting where there had been a misunderstanding that a decision had already been made to completely disband the Rural collaborative. This was not the case and LM asked JG and DF to send her apologies to the group on behalf of SSSAB.</p> <p>Invitations to Julian Knight/Caroline Spelman LM had written to Rt Hon Caroline Spelman MP and Julian Knight MP, inviting them to this SSSAB meeting but both had sent apologies. Julian Knight had since written to headteachers in his constituency inviting them to headteachers' surgeries on 24th and 31st March 2017. It was agreed that JG would deputise for LM and co-ordinate a joint appointment on 31st March comprising of LT, DL, JS, JN, AF and LMc.</p> <p>The Big Sleuth JW had sent an email to The Big Sleuth but had received no response.</p> <p>School Leadership Working Group LM asked collaboratives to respond to Emma Collins' request for information for the School Leadership Working Group by Friday 17th March 2017. JW to resend email.</p> | <p>JG</p> <p>JW</p> |
| <p>3</p> | <p>National Funding Formula Consultations</p> <p>DL stated that Schools Forum's draft response to the National Funding Formula Consultation had been circulated for feedback by Friday 17th March 2017. The response can be used by schools if they wish and may be altered as required. The Consultation closes on 22nd March 2017.</p> | |
| <p>4</p> | <p>Schools Forum Update</p> <p>DL delivered the Schools Forum Update. DL left the meeting.</p> | |
| <p>5</p> | <p>Update on Mental Health</p> <p>Ian Mather and Julie Hackett delivered an update on Mental Health and made the following points:</p> <ul style="list-style-type: none"> • 29 members of school staff are now qualified in Mental Health First Aid. Nine more courses will be held before the end of July and JH asked if people who are booked on could let them know if they find they are unable to attend so their place can be released. They are awaiting confirmation of funding from the CCG to run courses to make this training available for sixth formers. Courses are also being developed with Solar. • Additional funding has been received to develop a crisis care service which will mean that children and young people in crisis will be triaged within an hour and a plan developed within 4 hours. They have started a pilot scheme based on an 8am-8pm offer and once established there will be a telephone number for self referral. • There have been waiting lists particularly for Primary Mental Health and funding has been used to reduce them. As part of that they have identified non-recurrent funding to work with schools to establish what the offer could be. The Primary Mental Health Service is delivered through Solar and LM asked about having a lead person for each collaborative. JH advised that this is a requirement within the contract with Solar and she had picked this up with them. • Urban Heard (youth engagement specialists) had delivered anti-stigma mental health awareness training in some schools. This had been well received but independent verification is also needed. They would like to continue the momentum but are unsure whether to roll it out further. • IM introduced a possible delivery model (slide 7) and asked for feedback on how closely it aligns with the Healthy Schools Programme. • They are looking at the possibility of online counselling. | |

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| | <ul style="list-style-type: none"> Solar are updating their website to provide more information on Mental Health. <p>JG stated that schools are constrained by their core purpose of education. They can support young people (and to an extent family) but they are limited in terms of expertise, resources, time and permissions. She felt that it is more difficult to get a family to treat the cause than to treat the symptoms.</p> <p>D Milnes arrived.</p> <p>It was agreed to use Heads Partnership Meeting on 29th June 2017 for a consultation on development of the Primary Mental Health Service. Trained Mental Health First Aiders would be invited to attend. LM asked leads to take this to their collaboratives.</p> <p>JH stated that if schools were interested she would put a bid together if the opportunity to bid for part of school links pilot came up.</p> | Collaboratives |
| 6 | <p>Feedback from Working Groups</p> <p>Forum SEND</p> <p>LM reported that Headteachers had requested information about the cost of SISS but information provided at the Forum SEND meeting was not helpful. LM stated that she would email Paula Thompson with the specific details that Headteachers had requested back in January. This includes the cost of each individual team, cost of SISS in total, the number of children that each team supports, and the impact of that work. LM asked if there was any other information that Headteachers need. AM responded that schools need to know which services are statutory and which could potentially be delegated.</p> <p>Forum SEND had been informed that money for services that were not used would not be delegated in to schools - however there is uncertainty about how correct that statement is. Ann Lowe had made it clear that if schools walk away from SISS it would be very difficult to get it back.</p> <p>LM reported that SSSAB SEND had decided to set up a task and finish group to work on the schools led model. Headteacher representatives from each collaborative are required – AF, AM, LM, JN are already on the group and members of SISS will be invited to attend meetings when required. LM asked leads to follow this up within their collaboratives. The first meeting will be after Easter.</p> | Collaboratives |
| 7 | <p>ASQ at 4 (Ages and Stages Questionnaire)</p> <p>Denise Milnes gave a briefing on what the ASQ at 4 entails and sought feedback which was responded to as follows:</p> <ul style="list-style-type: none"> The lack of School Nurse Service to deliver the check is recognised but this has been taken into account and there will be an integrated service. This questionnaire is completed by parents and different to the profile already carried out in schools. The outcomes will be shared with schools. It was noted that capacity to help parents with literacy difficulties needs to be addressed. Schools currently do not received information from the 2½ year old check and DM will look into making it available. | |
| 8 | <p>Feedback from Collaboratives</p> <p>Collaborative reports from Evolve, Mosaic and Synergy had been circulated and read. Unity's report was circulated and Rurals gave a verbal update as follows:</p> <ul style="list-style-type: none"> There have been issues around capacity to engage with the wider role of the collaborative and working together has been constructive. There have been developments around leading and sharing good practice. | |

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| | <ul style="list-style-type: none"> • Work has been taking place on moderation development. One of the secondary schools has really engaged on the transition protocol and a meaningful piece of work is taking place on that. Another secondary has expressed an interest in getting more engaged with the collaborative. • Working relationships are very good and supportive. • Higher achieving workshops are taking place. | |
| 9 | <p>Feedback from Work Groups</p> <p>Minutes from Work Group meetings had been circulated and LM expressed the importance of keeping up to date with these on a regular basis. Everyone agreed that it would be useful to distribute these minutes on a half termly basis for reference. It was also noted that these minutes are available on the SSSAB website.</p> <p>Partnership/Conference</p> <p>Feedback from Heads Conference had been positive.</p> <p>School Improvement</p> <p>LM will invite Donna Wright to the next School Improvement Meeting regarding the development of resources to support teaching and learning at 'Greater Depth'.</p> <p>PL arrived.</p> <p>Assistant Director for Learning and Skills</p> <p>LM reported that Heather Loveridge will be leaving the LA at the end of March and she expressed her thanks and appreciation. HL responded that she has loved working in Solihull where Headteachers work well together and contribute so much to the work of the LA.</p> <p>Everyone congratulated Phil Leivers on his appointment to the role of Assistant Director for Learning and Skills from 1st April 2017.</p> | Agenda |
| 10 | <p>Risk Management</p> <p>LM introduced Tim Davis and Jane Tattam who gave an overview of the four key services offered to schools by Audit Services.</p> <p>LM informed the group about her experience with the Risk Management Package when her school had become an academy which she found really useful.</p> <p>LM asked collaborative leads to make Headteachers in their collaboratives aware of the services available.</p> | Collaboratives |
| 11 | <p>Strategic Plan</p> <p>The SSSAB Strategic Plan 2016-2019 had been circulated and LM asked for comments.</p> <p>Priority Five: The only outstanding priority is Early Help and DW stated that she will be meeting with Kathy Slinn to look at the feasibility of the Child and Family Support Worker element of the plan. Hugh Disley's report flags the fact that not all the support mechanisms available are being used. DW will establish a workable action plan and will report back to School Improvement and SSSAB.</p> <p>The Strategic Plan to be added to the agenda as a standing item.</p> <p>Priority One: LM reported that she had asked the School Improvement Team to identify schools that may benefit from having a review.</p> | Agenda |
| 12 | <p>LA Update</p> <p>HL gave an update and made the following points:</p> <ul style="list-style-type: none"> • A meeting has been arranged with secondary heads on 28th April 2017 and PL will be | |

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| | <p>taking this forward. Agenda items will include transition, post 16, and exclusions. They will be meeting as a collective group of heads rather than north and south. LM asked for collaboratives to be added to the agenda following the initial meeting.</p> <ul style="list-style-type: none"> • PL had met with two secondary heads about an Access Protocol which allows for shared ownership of difficult to place young people moving in and out of the borough mid-term. • The Regional School Commissioner had written to the DCS about establishing a group in respect of the £140m School Improvement money. This has been opened for national bidding and the RSC has been charged with bringing sub regional schools together. Solihull is in 'Coventry Solihull and Warwickshire' and they will meet to support schools and recommend bids. • HL thanked the 64 schools that had responded to the questionnaire. A report will be submitted at the next Schools Forum meeting and to the Corporate Leadership Team. There will also be a further meeting with Headteachers and Chairs of Governors in May. <p>Broadly speaking, the outcomes were that Safeguarding, Early Years, Health and Safety, HR, Finance support, School Sports and Admissions were well regarded. There were issues around some of the systems that schools would want to continue to purchase but there need to be conversations around accessibility and quality. Underlying issues were cost, quality and service. On the whole the general view was that there were sufficient schools saying they would buy back but it is dependant on cost – a project group in the LA is working on costs of services from 2018 onwards and these will be based on some assumptions regarding funding.</p> <p>All the schools that responded said they would need to look at the impact of academisation and the LA will do a support piece of work around academies. PL had attended a session organised by the NAHT about becoming academies where there was a view that the LA needs to be pro-active. HL emphasised that the LA is not about encouraging anyone in any way but helping schools that are interested in exploring the options available.</p> <ul style="list-style-type: none"> • School Improvement is a particular pressure and PL will be going through a management of change programme with staff by September. There will be two potential models: <ol style="list-style-type: none"> 1) If the LA only receives basic funding there will be a minimal service. 2) If schools decide to buy additional support it will be imperative to sort it out by September 2017 because management of change will mean a reduction in staff. | |
| <p>13</p> | <p>Update from Councillor Ken Meeson</p> <p>CKM gave an update and made the following points:</p> <ul style="list-style-type: none"> • CKM had attended CSW (Coventry, Solihull, Warwickshire) School Games which was well supported. They want to promote more participation by young people. • Entrants at the Secondary School Public Speaking Competition were of a very high standard. • The Local Development Plan keeps being challenged and Solihull needs to find more housing than originally envisaged. Solihull has sufficient plan capacity to meet the foreseen need for school capacity but they may have to revisit the possibility of new schools if they are forced to create even more housing development. • Edwina Grant chaired her final meeting of the Local Children's Safeguarding Board. She has done a tremendous job, with Ofsted awarding Solihull a Good rating for LSCB. Two applicants will be interviewed to replace Edwina. • The Apprenticeship Show takes place on 30th March 2017. • CKM clarified Solihull's participation with the F40 Group which comprises of a small secretariat of 2 or 3 people and a small executive. Members of the group do not hold meetings but they keep in regular contact. CKM has been liaising with MPs about fairer funding and he signed the letter to the Prime Minister from 38 of the 40 worst funded LAs. • CKM had attended a meeting called Joining the Dots about young people's mental | |

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| | health issues. It was clear from the meeting that Solihull is ahead of most other LAs in respect of services for children and young people. | |
| 14 | <p>Any Other Business</p> <p>Managing Allegations Against Staff Policy LM had been informed that the Managing Allegations Against Staff Policy is being amended slightly and she'd been contacted to establish whether Headteachers would appreciate a shorter version of the training in the form of a 1½ hour briefing. Everyone agreed that this would be preferable and asked LM to find out when the new policy is coming out. LMc requested that school governors be included in the briefing.</p> <p>Emails Schools receive a number of emails from the LA on a regular basis. Some of these include safeguarding emails and there was concern that these could be overlooked. PL agreed to look in to the possibility of the LA collating all the emails into one which could be sent on a weekly basis.</p> | <p>LM</p> <p>PL</p> |
| 15 | <p>Date of Next Meeting</p> <p>2.00pm, Wednesday 10th May – Room 2, Civic Suite <i>Please note that car parking is only available at the Council House for permit holders. The nearest car parks are located at Touchwood or Churchill Road.</i></p> | |