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## NOTICE OF MEETING

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# SCHOOL IMPROVEMENT FORUM

will meet on

**TUESDAY, 12TH FEBRUARY, 2019**

**At 5.00 pm**

in the

**ASCOT AND BRAY - TOWN HALL,**

TO: MEMBERS OF THE SCHOOL IMPROVEMENT FORUM

COUNCILLORS NATASHA AIREY (CHAIRMAN), DAVID EVANS (VICE-CHAIRMAN)  
AND LYNNE JONES

SUBSTITUTE MEMBERS

COUNCILLORS CHARLES HOLLINGSWORTH, DAVID HILTON AND PAUL LION

Karen Shepherd – Service Lead, Governance - Issued: 4 January 2019

Members of the Press and Public are welcome to attend Part I of this meeting. The agenda is available on the Council's web site at [www.rbwm.gov.uk](http://www.rbwm.gov.uk) or contact the Panel Administrator **Wendy Binmore** 01628 796251

**Accessibility** - Members of the public wishing to attend this meeting are requested to notify the clerk in advance of any accessibility issues

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## AGENDA

### PART I

<u>ITEM</u>	<u>SUBJECT</u>	<u>PAGE NO</u>
1.	<u>APOLOGIES</u>  To receive any apologies for absence.	
2.	<u>DECLARATIONS OF INTEREST</u>  To receive any Declarations of Interest.	5 - 6
3.	<u>MINUTES</u>  To confirm the Part I Minutes of the previous meeting.	7 - 10
4.	<u>UPDATE ON KS4 DISADVANTAGED</u>  To receive the above update.	Verbal Report
5.	<u>UPDATE ON EYES/SCHOOL PUPIL PREMIUM PROJECT - FOUNDATIONS FOR LEARNING</u>  To receive the above update.	Verbal Report
6.	<u>LEARNING FOR EXPERIENCE - HEADTEACHER (HILLTOP FIRST SCHOOL)</u>  ➤ What are your experiences of the Pupil Premium Project? ➤ How well are your PP children doing? (Progress and attainment) ➤ What are their barriers to learning?	Verbal Report
7.	<u>LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC</u>  To consider passing the following resolution:- "That under Section 100 (A)(4) of the Local Government Act 1972, the public be excluded from the remainder of the meeting whilst discussion takes place on item 8 on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 1 and 3 of Schedule 12A of the Act".	

**PRIVATE MEETING - PART II**

<u>ITEM</u>	<u>SUBJECT</u>	<u>PAGE NO</u>
8.	<u>MINUTES</u>  To confirm the Part II minutes of the previous meeting.  <b><i>(Not for publication by virtue of Paragraph 1, 3 of Part 1 of Schedule 12A of the Local Government Act 1972)</i></b>	



## MEMBERS' GUIDE TO DECLARING INTERESTS IN MEETINGS

### Disclosure at Meetings

If a Member has not disclosed an interest in their Register of Interests, they **must make** the declaration of interest at the beginning of the meeting, or as soon as they are aware that they have a DPI or Prejudicial Interest. If a Member has already disclosed the interest in their Register of Interests they are still required to disclose this in the meeting if it relates to the matter being discussed.

A member with a DPI or Prejudicial Interest **may make representations at the start of the item but must not take part in the discussion or vote at a meeting.** The speaking time allocated for Members to make representations is at the discretion of the Chairman of the meeting. In order to avoid any accusations of taking part in the discussion or vote, after speaking, Members should move away from the panel table to a public area or, if they wish, leave the room. If the interest declared has not been entered on to a Members' Register of Interests, they must notify the Monitoring Officer in writing within the next 28 days following the meeting.

### Disclosable Pecuniary Interests (DPIs) (relating to the Member or their partner) include:

- Any employment, office, trade, profession or vocation carried on for profit or gain.
- Any payment or provision of any other financial benefit made in respect of any expenses occurred in carrying out member duties or election expenses.
- Any contract under which goods and services are to be provided/works to be executed which has not been fully discharged.
- Any beneficial interest in land within the area of the relevant authority.
- Any licence to occupy land in the area of the relevant authority for a month or longer.
- Any tenancy where the landlord is the relevant authority, and the tenant is a body in which the relevant person has a beneficial interest.
- Any beneficial interest in securities of a body where:
  - a) that body has a piece of business or land in the area of the relevant authority, and
  - b) either (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body **or** (ii) the total nominal value of the shares of any one class belonging to the relevant person exceeds one hundredth of the total issued share capital of that class.

Any Member who is unsure if their interest falls within any of the above legal definitions should seek advice from the Monitoring Officer in advance of the meeting.

A Member with a DPI should state in the meeting: ***'I declare a Disclosable Pecuniary Interest in item x because xxx. As soon as we come to that item, I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

Or, if making representations on the item: ***'I declare a Disclosable Pecuniary Interest in item x because xxx. As soon as we come to that item, I will make representations, then I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

### Prejudicial Interests

Any interest which a reasonable, fair minded and informed member of the public would reasonably believe is so significant that it harms or impairs the Member's ability to judge the public interest in the item, i.e. a Member's decision making is influenced by their interest so that they are not able to impartially consider relevant issues.

A Member with a Prejudicial interest should state in the meeting: ***'I declare a Prejudicial Interest in item x because xxx. As soon as we come to that item, I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

Or, if making representations in the item: ***'I declare a Prejudicial Interest in item x because xxx. As soon as we come to that item, I will make representations, then I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

### Personal interests

Any other connection or association which a member of the public may reasonably think may influence a Member when making a decision on council matters.

Members with a Personal Interest should state at the meeting: ***'I wish to declare a Personal Interest in item x because xxx'. As this is a Personal Interest only, I will take part in the discussion and vote on the matter.***

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# Agenda Item 3

## SCHOOL IMPROVEMENT FORUM

THURSDAY, 18 OCTOBER 2018

PRESENT: Councillors Natasha Airey (Chairman) and Lynne Jones

Also in attendance: Sarah Cottle and Lindsay O'Connell

Officers: Wendy Binmore and Clive Haines

### APOLOGIES

Apologies for absence were received from Councillor David Evans.

### DECLARATIONS OF INTEREST

None.

### MINUTES

**RESOLVED UNANIMOUSLY: That the Part I Minutes of the meeting held on 18 June 2018 be approved.**

### EYFS RESULTS AND UPDATES - FOUNDATIONS FOR LEARNING

Sarah Cottle from Cookham Nursery stated the project was run for three years and last year they identified nursery schools and settings that were pre-entry into schools with three or more children receiving Pupil Premium (PP). As PP numbers were low in the Borough, they decided to use a more targeted approach.

The project involved meetings where 20 settings were identified in the Independent and private sector and schools. The project looked at barriers to learning and held conferences and meetings after school so that staff from those settings could attend.

Sarah Cottle stated there were lessons learnt. Settings and schools are very different which means intervention is difficult to introduce as a whole. Schools have GLD as a measurement but settings are not required to measure GLD.

Lindsay O'Connell, AfC stated that for this year the project will look at trends in schools and focus on reception years especially those with low GLD. Schools need to buy into the offer and be fully engaged with the programme. The first training session trained attendees on how to fill out an action plan with a focus on the quality teach first.

Inspiration days are being held in January 2019 and the project would be collaborating with schools with high numbers of PP; it would also be running parent sessions too. Children tended to miss their GLD in literacy and language so there would be a focus on those areas too. Lindsay O'Connell confirmed that the project is opened to all settings and schools

Councillor Hollingsworth stated PVI settings were not as high quality as that in schools so he wanted to raise quality in the private and voluntary settings. Sarah Cottle

responded that when children moved to feeder schools, it's important that PVI provide information on children so that schools were more prepared.

The Chairman stated there was a lot of great work going on and asked what the project did to help Struggling children dropping off the radar. Lindsay O'Connell responded stating that during visits the settings are challenged on individual performance. Cluster meetings are being held and settings are also monitored within their clusters to ensure children did not slip. Clive Haines, Schools Leadership Development Manager explained academy schools tended to not attend the meetings and the Borough had no control; he added he would keep emailing them and inviting them as they provide education for our RBWM pupils.

Sarah Cottle and Lindsay O'Connell stated PP was just one part of the story. The Chairman requested the project be made a standing item on the agenda of the School Improvement Forum. If there were schools not attending the meetings and workshops, the Chairman offered to write to them; she felt parents would want to know and the Borough needed to find out why academies did not want to get involved. Sarah Cottle responded that free courses and money for training had been offered but academies still did not want to engage.

Councillor Jones asked if the borough was engaging with school governors. There is PP training scheduled for governors in the Autumn Term. Councillor Hilton said the Borough should be engaging with parents as a focus. Sarah Cottle stated that settings and schools are asked why children were not achieving and what the barriers are. A lot of the cause was lower attendance. Schools and settings are encouraged to invite parents in to settings and schools to offer parental sessions to help break down the barriers. The Schools Leadership Development Manager stated different parents had different reasons for not engaging and there are complex issue that schools and settings face.

The Chairman asked if PVI's are attracting PP children. Sarah Cottle stated two year old funded children became PP however the settings can refuse PP children. It was a strategic decision for the individual setting as to how many PP children they could cope with. The Schools Leadership Development Manager explained parents did have a choice if the PVI setting accepted the child.

PVI's have no published result accountability He added a sufficiency audit had just been carried out on regarding 30 hours in the borough to see where the need is for future places.

The Chairman asked how well other services were linking up with PP children such as libraries and extracurricular services. The Schools Leadership Development Manager confirmed the initiatives available were limited. The services did communicate their offers to schools but it was mainly a sign-posting exercise. Lindsay O'Connell said one such school provided a booklet for parents which signposted them to free activities in the half term such as going on nature walks. The school had agreed for this to be shared

Councillor Jones asked if a barrier to settings was staff attending the meetings and workshops, was it a resource issue? Lindsay O'Connell responded everything that had been planned for the project was carried out at lunch time, after or before schools so that staff could attend. She added that a payment to cover PPA had also been offered if staff were attending a training course.

- ❖ **Action:** The Schools Leadership Development Manager to send out a letter to PVI's and governing bodies informing them of local needs and requesting they engage with the project.

## PUPIL PREMIUM SUMMER CAMP REPORT

Clive Haines, Schools Leadership Development Manager stated 90 Pupil Premium (PP) children attended the summer camp over three days. Table one showed the schools attended and the numbers of possible children as well as the number of actual children that attended.

The summer camp consisted of sports activities over three days but, not in the style of PE lessons the activities were focused on fun.

The summer camp was run by a company called Sports Partnership and included sixth formers to engage with the children. Parents were also invited to attend an awards ceremony every day. On the last day of the summer camp, the children performed a street dance and it was very emotional for parents.

The Schools Leadership Development Manager received some great feedback from the children and the general consensus was that they wished the summer camp ran for longer. He added he would like to run the summer camps again next year in 2019.

Councillor Jones stated there was no Windsor summer camp last year in 2017 so she was really pleased with the scheme this year. The Schools Leadership Development Manager stated he would like to include Ascot next year. The Chairman said that publicly and in the press the camp had deliberately not been presented as a camp specifically for PP children, so as to remove barriers to children's attendance, focusing instead on building confidence and skills. She added she went to see it and felt it was a very good programme. The Chairman wanted more children in the Borough to be included.

The Schools Leadership Development Manager said the venue and facilities would be big enough but, he might struggle with transport. He added the camp were also about transitioning children and buddying children going up to the same secondary school.

The Chairman noted that if the camp had a bigger uptake of eligible pupils and around 250 children were to attend the summer camps, it would cost in the region of £24,000, and asked whether there was sufficient budget for a much bigger uptake. Councillor Jones said some Councillors gave some of their Members Budgets towards the summer camp. The Chairman said it was nice that children were paired up into the schools they were moving on up to. The Schools Leadership Development Manager said it was about transitioning children moving up to the next school, it was also about disadvantaged children who might not get the opportunity to take part in summer activities. The Chairman said the Schools Leadership Development Manager needed to start sending letters out asking organisations to donate to help fund the camp. It was a positive news story with some children being signed up to the summer camp by their schools but, some children did not attend so there needed to be a mechanism in place to prevent children missing out. The Schools Leadership Development Manager confirmed he would email Members of the forum regarding fundraising for next year's summer camp project.

- ❖ **Action** – The Schools Leadership Development Manager to send out a letter to PVI's informing them of local needs and requesting they engage with the project.
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LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC

**RESOLVED UNANIMOUSLY:** That under Section 100 (A)(4) of the Local Government Act 1972, the public can be excluded from the remainder of the meeting whilst discussion takes place on item 9 on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 1 and 3 of Part I of Schedule 12A of the act.

The meeting, which began at 5.00pm, finished at 18.36pm

CHAIRMAN.....

DATE.....