

AGENDA

Herefordshire Schools Forum

Date: **Monday 7 December 2009**

Time: **2.00 pm**

Place: **The Council Chamber, Brockington, 35 Hafod Road,
Hereford**

Notes: Please note the **time, date** and **venue** of the meeting.

For any further information please contact:

Paul Rogers, Democratic Services Officer

Tel: 01432 383408

Email: progers@herefordshire.gov.uk

If you would like help to understand this document, or would like it in another format or language, please call Paul Rogers, Democratic Services Officer on 01432 383408 or e-mail progers@herefordshire.gov.uk in advance of the meeting.

Agenda for the Meeting of the Herefordshire Schools Forum

Membership

| | | |
|----------------------|-----------------------------|------------------------------|
| Chairman | Mrs JS Powell | |
| Vice-Chairman | Mr NPJ Griffiths | |
| | Mr T Edwards | Primary Schools |
| | Mrs J Cecil | Secondary Schools |
| | Mr S Pugh | Secondary Schools |
| | Ms T Kneale | Primary Schools |
| | Rev D Hyett | Primary Schools |
| | Mrs S Woodrow | Secondary Schools |
| | Mr T Knapp | Secondary Schools |
| | Mrs S Catlow-Hawkins | Secondary Schools |
| | Mr J Docherty | Secondary Schools |
| | Mrs S Bailey | Special Schools |
| | Mrs E Christopher | Pupil Referral Unit |
| | Mr A Leach | Church of England |
| | Mr P Burbidge | Roman Catholic Church |
| | Mrs A Pritchard | Teacher Staff Representative |
| | Mr M Harrisson | Teacher Representative |
| | Mr J Godfrey | 14-19 Representative |
| | Mr A Shaw | 14-19 Representative |
| | Mrs A Jackson | Early Years |
| | Mrs R Lloyd | Early Years |
| Non Voting | Councillor JA Hyde | Observer |
| | Councillor PD Price | Observer |
| | Councillor WLS Bowen | Observer |

GUIDANCE ON DECLARING PERSONAL AND PREJUDICIAL INTERESTS AT MEETINGS

The Council's Members' Code of Conduct requires Councillors to declare against an Agenda item(s) the nature of an interest and whether the interest is personal or prejudicial. Councillors have to decide first whether or not they have a personal interest in the matter under discussion. They will then have to decide whether that personal interest is also prejudicial.

A personal interest is an interest that affects the Councillor more than most other people in the area. People in the area include those who live, work or have property in the area of the Council. Councillors will also have a personal interest if their partner, relative or a close friend, or an organisation that they or the member works for, is affected more than other people in the area. If they do have a personal interest, they must declare it but can stay and take part and vote in the meeting.

Whether an interest is prejudicial is a matter of judgement for each Councillor. What Councillors have to do is ask themselves whether a member of the public – if he or she knew all the facts – would think that the Councillor's interest was so important that their decision would be affected by it. If a Councillor has a prejudicial interest then they must declare what that interest is. A Councillor who has declared a prejudicial interest at a meeting may nevertheless be able to address that meeting, but only in circumstances where an ordinary member of the public would be also allowed to speak. In such circumstances, the Councillor concerned will have the same opportunity to address the meeting and on the same terms. However, a Councillor exercising their ability to speak in these circumstances must leave the meeting immediately after they have spoken.

AGENDA

| | | Pages |
|-----|--|---------|
| 1. | APOLOGIES FOR ABSENCE To receive apologies for absence. | |
| 2. | NAMED SUBSTITUTES (IF ANY) To receive any details of Members nominated to attend the meeting in place of a Member of the Forum. | |
| 3. | DECLARATIONS OF INTEREST To receive any declarations of interest by Members in respect of items on the Agenda. | |
| 4. | MINUTES To approve and sign the Minutes of the meeting held on 12 October 2009. | 1 - 18 |
| 5. | LATE ITEMS/ANY OTHER BUSINESS To consider any issues raised as either a late item or any other business. | |
| 6. | PROPOSED CHANGES TO THE SCHOOLS FORUM CONSTITUTION To consider proposals to amend the Schools Forum Constitution. | 19 - 30 |
| 7. | SERVICE LEVEL AGREEMENTS - UPDATE To update the Forum on the progress in developing Herefordshire's use of service level agreements and buy-back between schools and Council services. | 31 - 34 |
| 8. | PURCHASE OF EDUCATIONAL DIGITAL CONTENT FOR ALL SCHOOLS TO "PRIME" THE VIRTUAL LEARNING ENVIRONMENT To request one-off funding allocation of £354,932 for the purchase of digital content to "prime" the Virtual Learning Environment and to secure best value through county wide purchase for all schools (2 year license). | 35 - 52 |
| 9. | PROPOSED USE OF DEDICATED SCHOOLS GRANT UNDERSPEND - BUILDING SCHOOLS FOR THE FUTURE To agree to use Dedicated Schools Grant under spend to enable Herefordshire to make best use of any Building Schools for the Future programme initiatives and money, to improve educational provision for children and young people in Herefordshire. | 53 - 58 |
| 10. | PROPOSED USE OF DEDICATED SCHOOLS GRANT UNDERSPEND - HEREFORDSHIRE SCHOOLS TASK GROUP (HTSG) To agree to use Dedicated Schools Grant under spend to enable Herefordshire to support outcomes from the work of the HSTG and to ensure effective and supported communication and consultation events to implement recommendations. | 59 - 62 |

| | | |
|-----|--|-----------|
| 11. | IN-YEAR FAIR ACCESS SUPPORT | 63 - 68 |
| | To request one-off funding allocation for the support of children and young people who are placed in secondary schools in emergency situations within the In-Year Fair Access Protocol. | |
| 12. | ESTABLISHING NURTURE GROUPS IN PRIMARY SCHOOLS AND DEVELOPING AN APPROPRIATE SUPPORT NETWORK | 69 - 74 |
| | To fund the implementation of five trial Nurture Groups to be established in five Herefordshire Primary Schools, to support the implementation of these five Nurture Groups and to facilitate development, networking and ongoing support for the five groups as well as the recently-established trial group and to monitor and assess the applicability of Nurture Groups as a means of meeting Additional Educational Needs in Herefordshire. | |
| 13. | DEVELOPING EARLY INTERVENTION FOR CHILDREN AT KS2 IN HEREFORDSHIRE | 75 - 80 |
| | To enable Herefordshire Local Authority Improvement and Inclusion Service (to emulate the School Based Intervention project currently in Herefordshire High schools) at KS2, by establishing School based Intervention in all of the primary schools which have at their heart the development of sound and lasting relationships. | |
| 14. | MUSIC SERVICE FUNDING | |
| | To request a one-off payment from Dedicated Schools Grant to help with the current deficit budget. <i>(to follow)</i> | |
| 15. | DEVELOPING READING RECOVERY IN HEREFORDSHIRE | 81 - 84 |
| | To request one-off funding allocation to enable Herefordshire Children's Services to set up and run a Reading Recovery Training Centre, to be based at Ledbury Primary School, in order for nominated teachers to be trained to deliver this intervention to the lowest attaining 5% Y1 pupils in Herefordshire. | |
| 16. | REPORT OF THE BUDGET WORKING GROUP - 25 SEPTEMBER AND 13 NOVEMBER 2009 | 85 - 92 |
| | To consider the recommendations of the Budget Working Group in agreeing an initial budget for schools. | |
| 17. | FUNDING FOR INCLUSION GROUP - REVISED MODEL FOR DELAGATED BANDS 1 AND 2 FUNDING 2010/11 | 93 - 100 |
| | To consider changes to the allocation method of delegated Bands 1 and 2 funding for 2010/11. Delegated Banded Funding is used by schools to provide for the special education needs of individual pupils. | |
| 18. | SCHOOLS FORUM WORK PROGRAMME 2009/10 | 101 - 102 |
| | To consider the schools Forum work programme for 2009/10. | |