

**Action Plan resulting from the Executives consideration of the Scrutiny Review of Behaviour and Discipline in Herefordshire Schools.**

Recommendation number	Recommendation (figs in brackets refers to relevant section of report)	Summary of Cabinet/Cabinet Member Response	Action	By Who	By When	Target/Success criteria	Progress
<b>7.1</b>	<b>The results from the staff questionnaire be used to form the baseline for similar studies to be undertaken in the future</b> (see para. 3.1)	Agreed	To circulate a similar questionnaire to school staff in 2008  Analyse results	Lead Officer (Dennis Longmore)  Lead Officer	December 2008  April 2009	Questionnaire developed, circulated and returned  Summary of results presented to Scrutiny Committee April 2008	Noted for action
<b>7.2</b>	<b>That an audit be undertaken of the positive parenting courses currently available across Children's Services (multi agency), and if necessary, the</b>	Agreed	Carry out audit of parenting courses  Marketing of parenting courses to be included in the Parenting	Richard Watson  Sue Peasgood	December 2007  April 2008	Production of written summary & results considered by Director/Cabinet Member Parenting Strategy produced	Completed  Parenting Strategy delayed – not yet completed

	<b>provision and information about such courses be increased.</b> (see para. 3.6)		Strategy				
<b>7.3</b>	<b>A Directory of information be compiled of services available to both parents and professionals to support and improve pupil behaviour in schools;</b> (see para. 3.8)	Agreed	To audit and list all such services  Publish the info (on website)	Lead Officer  Lead Officer with ICT	July 2008  July 2008	Directory available (either hard copy or electronic)	Noted for action
<b>7.4</b>	<b>Leaflets informing parents and professionals of key services be reviewed and updated where necessary;</b> (see para. 3.8)	Agreed	Leaflets to be designed, produced and circulated	Lead Officer	July 2008	Leaflets available	Noted for action

7.5	<b>The Cabinet Member (Children and Young People) consider the merit in discussing with appropriate schools the further provision of Learning Support Units (LSUs) in the county; (see para. 3.10)</b>	Agreed	Meeting with Cabinet Member and key staff to discuss the issue of LSUs  Cabinet Member to visit schools	Cabinet Member  Cabinet Member	Oct 07  July 2008	Meeting held  Visits completed	Noted for action
7.6	<b>The Cabinet Member (Children and Young People) satisfies herself that procedure for the early identification of moderate learning difficulties is rigorously implemented; (see para. 3.11)</b>	Agreed	Cabinet Member to meet with relevant LA staff to discuss procedures already in place  Visit a sample of schools (if necessary)	Cabinet Member  Cabinet Member	Oct 07  July 2008	Meeting convened  If necessary visits undertaken & findings/action reported to Scrutiny	Completed

<b>7.7</b>	<b>When the expected legislation is brought into force the correspondence to parents of excluded pupils be revised to reflect the new legal responsibilities and the penalties of not supervising their children when excluded. Such correspondence to be where possible in plain English; (see para. 3.12)</b>	Agreed	To circulate new exclusion model letters (from schools to parents) reflecting the changes  To consider an article in September Herefordshire Matters highlighting the new responsibilities	Lead Officer  Lead Officer	September 2007  Sept 07	New model letters in use by schools  Article published	Completed  Completed
<b>7.8</b>	<b>A review be undertaken into the level of support for healthy eating</b>	Agreed	A brief report to be completed by Healthy Schools	Tess Boyes (Healthy Schools)	December 2007	Report completed and made available for the Scrutiny Committee	Completed

	<p><b>initiatives from both the Council and the Primary Care Trust (PCT), in particular to applaud those schools that have achieved the National Healthy Schools Status and to encourage the rest to do so; (see para. 3.13)</b></p>		<p>Cabinet Member to write to Healthy Schools acknowledging their good work in this area</p>	<p>Cabinet Member</p>	<p>Oct 07</p>	<p>Letter sent</p>	<p>Completed</p>
<p><b>Added by Committee</b></p>	<p><b>The Cabinet Members attention be drawn to the Council's duty of care' to its employees.</b></p>	<p>Noted by Cabinet Member</p>	<p>Cabinet member met with HR Officer (Nick Austin)</p> <p>Officers have met with Union representatives</p>	<p>Cabinet Member</p>	<p>October 2007</p>	<p>Cabinet Member to feel fully informed of the Council's duty of care</p>	<p>Completed</p>