

Impact reports for De-delegations, Education Functions and Central School Services Block

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DE-DELEGATED/EDUCATION FUNCTIONS OUTTURN 2020-21	
Impact report	
Title of the Budget	Health and Safety Licences and Subscriptions
Lead Officer:	Andy Timmins
2021-22 Funding:	£27,438
A brief outline on how the funding was used, and the service impact to maintained schools. (E.g. KPI's, service statistics, etc.)	
<p>Funding calculations for the various licences / subscriptions are a mix of per pupil for some elements, and a flat rate per school establishment in others, with a support element (salary costs) to administer the associated functions. The various licences and subscriptions provide a valuable source of information and support to the large number of schools covered by this proposal, to help ensure that statutory duties under health and safety legislation are met.</p> <p>European Education Consultants (EEC) H&S Risk assessment and self-audit software.</p> <p>The risk management module of the system provides schools with access to risk assessment frameworks covering all aspects of the school environment and activities, both curricular, and non-curricular. In using the information provided by such a system, school can be more confident that their risk assessments are 'suitable and sufficient', as required by law.</p> <p>The self-audit function provides a benchmark to ensure schools are compliant in the areas assessed, and to aid improvement and maintenance of H&S standards overall within the school.</p> <p>However, Sandwell Health and Safety team provide this level of support for free as part of their current package which covers all schools where Sandwell council is the employer via the PPS website.</p> <p>Any schools where Sandwell council is not the employer, must ensure in the future that they organise their own H&S advice, guidance and support, if they do not already subscribe to Sandwell Health Safety Support package.</p> <p>The EEC subscription will therefore no longer be purchased due to duplication of services for the majority of schools. <u>Foundation and Voluntary Aided schools will need to make alternative arrangements</u></p> <p>In the line of Fire e-learning package (ATF Solutions)</p> <p>The nature of the training being an e-learning package allows the training to be undertaken at a time to suit the school. The undertaking of this training by all staff in the school environment contributes to meeting statutory duties under the Regulatory Reform (Fire Safety) Order (RRFSO) which requires all staff to receive fire safety training. Awareness of fire safety matters, gained amongst</p>	

all staff through the completion of the training, supports the schools' overall fire safety management efforts.

However, Sandwell Health and Safety team have advised that schools where Sandwell council is the employer will have access to a free fire awareness learning (Toolbox Talk) package through the Local Authority.

Any schools where Sandwell council is not the employer, **must** ensure that they have secured alternative fire awareness training if they do not already subscribe to the Sandwell Local Authority Support Package

The 'In the Line of Fire' subscription will therefore no longer be purchased due to duplication of services for the majority of schools. Foundation and Voluntary Aided schools will need to make alternative arrangements

CLEAPSS: subscription to the national school science and design and technology advisory body.

CLEAPSS guidance documents, chemical data, and example risk assessments are just a few examples of resources available to aid schools in ensuring that activities in the areas of design & technology and science are managed in a safe manner. As a service utilised by schools nationwide, wider guidance on matters such as keeping animals in schools is of relevance and invaluable assistance to schools in the primary phase as well as secondary schools. A helpline run by qualified staff in a variety of disciplines provides additional support to schools as required throughout the school year.

DE-DELEGATED/EDUCATION FUNCTIONS OUTTURN 2020-21

Impact report

Title of the Budget	EVOLVE Licence Fee
Lead Officer:	Richard Oakes
2020-21 Funding:	£6,200

A brief outline on how the funding was used, and the service impact to maintained schools. (E.g. KPI's, service statistics, etc.)

Licence fee paid, enabling LA and all schools to access the computerised EVOLVE system supporting safe and effective management of Educational Visits.

For most of 2020-21 educational visits were not allowed or were restricted due to Covid-19. The EVOLVE system remained in use and accessible to help to keep schools updated and informed regarding the guidance on educational visits throughout the pandemic; and in readiness for when visits were able to resume.

DE-DELEGATED/EDUCATION FUNCTIONS OUTTURN 2020-21**Impact report**

Title of the Budget	Union Facilities Time
Lead Officer:	Andy Timmins
2020-21 Funding:	£202,000

A brief outline on how the funding was used, and the service impact to maintained schools. (E.g. KPI's, service statistics, etc.)

Facilities Funding was distributed between the unions represented on the Joint Union Partnership in line with the 2016 agreement on facilities time

Facilities funding enables the local authority to negotiate directly with trades unions on behalf of all contributing, maintained schools. This means individual schools do not have to spend time being involved in a similar process on their own. As a result, this saves both, significant time and money, allowing more to be achieved in the long run.

In conjunction with Sandwell HR a clear programme of policy review has been established for the forthcoming year (this takes account of issues raised by schools). As made clear above, this allows for a LA-wide policy to be negotiated via Joint Union Panel (JUP) and avoids individual schools having to follow the same time-consuming and costly process.

JUP continues to play a key role in reviewing and updating a range of key policies and guidance documentation. In the recent past this has included:

- Disciplinary
- Management of Absence
- Grievance
- Redundancy
- Model Pay Policy
- Appraisal
- Leave of Absence

Facilities funding enables local union representation to work with the LA on a number of other matters for all maintained schools. Of late this work has included:

- A single Managing Allegations policy in conjunction with LADO (currently being discussed at JUP for review)
- School Complaints Procedure
- Social Media guidance for schools
- A policy for supporting employees from malicious behaviour
- A Workload Charter (in conjunction with JEG)
- Place planning and school expansions

- Maintaining an overview of the way the Apprenticeship Levy is being used
- School Amalgamations
- Academy conversion
- Physical Intervention/Restraint policy
- Redundancies
- Drugs, Alcohol and Substance misuse policy

Facilities funding also allows unions to meet regularly with LA Health and Safety representatives via the Central Safety Committee to both monitor a range of things and create additional support packages. This has included work on an updated Educational visits policy, development of a new Stress policy and guidance, work on zero tolerance and the monitoring of incidents and absence statistics.

Facilities funding also ensures local casework can involve a local rep, who, unlike regional reps, will usually be available at short notice and have good local knowledge. This frequently enables issues to be resolved more quickly and effectively.

The number of meetings that union officials attend is significant with twice termly JUP meetings, 3 Health and Safety Committee Meetings per year as well as a significant number of side panel committees. This is in addition to the numerous meetings, phone calls and the preparation needed to cover individual casework.

Throughout the current pandemic unions have met remotely with the Local Authority Officers on a regular basis, initially this was daily and now takes place twice a week. This continues to provide an important forum to discuss immediate concerns in a timely manner, allowing for quick resolution of issues.

DE-DELEGATED OUTTURN 2020-21 Impact report	
Title of De-Delegated Budget	School Improvement Services
Lead Officer:	Andy Timmins
2020-21 Funding :	£100,000
A brief outline on how the funding was used, and the service impact to maintained schools. (eg KPI's, service statistics, etc)	
<ul style="list-style-type: none"> • Core visits were undertaken to all maintained schools over the year. • Feedback received from headteachers confirms that they continue to value this support <p>Monitoring of visits and visit reports confirmed the following strengths:</p> <ul style="list-style-type: none"> • Significant evidence of high quality evaluative writing in many reports • Helpful comments included in many reports which support school improvement. • Reports indicate a wealth of activities taking place in termly visits, which support school improvement. • Reports confirm that activities that are relevant and appropriate to individual schools • Clear evidence that SIA's know their schools well and discussion is focused on relevant key priorities <p>Feedback from schools:</p> <ul style="list-style-type: none"> • Very productive meetings with a very good balance of advice, support and challenge. • We have been supported extensively by the Local Authority School Improvement Team during the pandemic and lockdown. Core and support visits with schools have continued to ensure that improvements have taken place regardless of the pandemic. <p>Ofsted Reports included following comments on Sandwell School Improvement Services:</p> <ul style="list-style-type: none"> • The local authority makes regular checks on the school's development. It has provided effective support through a period of change. 	

- Leaders have welcomed external support and use it well. Local Authority support has assisted governors in strengthening their approach for holding leaders to account. Subject leaders have received support from a school improvement adviser and have developed their subject knowledge and leadership skills.
- The school, and especially the new leaders, have received good support and challenge from Sandwell local authority. Local authority officers have a good understanding of the school and have provided appropriate advice and guidance. Their work with new leaders, including governors, is helping to secure further improvements in the school.
- The local authority works effectively alongside the school to provide advice and support, after the previous inspection when the school was judged to require improvement.
- The support provided by the local authority is helping to move the school forward. The headteacher particularly values the support of the local authority school improvement adviser. Governors like to be present when the adviser visits. This way they can see for themselves what still needs to improve. The adviser has an accurate and objective view of the school and provides appropriate challenge.
- Support from the local authority has been effective. Leaders have appreciated the support that the authority has provided for teaching and learning. The local authority responded well to the autumn term monitoring inspection by increasing the leadership capacity for the spring term.
- Due to concerns about falling standards, the local authority has rightly intervened to check on the school's work and provide appropriate, intensive support. You and your leaders have been, and continue to be, receptive to this support and challenge. As a result, the rate of improvement has gathered pace and weaknesses are being addressed with a greater sense of urgency than in the past
- The local authority's school improvement adviser has regular involvement with the school. He visits the school on a termly basis to look at leadership and the quality of education. The improvement adviser also provides bespoke support for the school, including working with subject leaders to look closely at the work that pupils complete in their books. School leaders value this support.

DE-DELEGATED/EDUCATION FUNCTIONS OUTTURN 2020-21**Impact report**

Title of the Budget	Schools in Financial Difficulty and deficits on closing schools
Lead Officer:	Andy Timmins (Chris Ward Previously)
2020-21 Funding:	Original = £250,000, Adjusted = £242,939 to take account of 3 schools converting to an academy in 2020/21.

A brief outline on how the funding was used, and the service impact to maintained schools. (E.g. KPI's, service statistics, etc.)

The Schools Forum Sub Committee took a report was taken to Schools Forum on 8th March 2021 requesting that deficits incurred by the schools at the point of conversion to an academy be met from the Schools in Financial Difficulties Contingency Fund.

The amounts approved were as follows:

School	Date of Conversion	Deficit (£)
Stuart Bathurst Secondary	01/04/2020	118,887
Newtown Primary	01/04/2020	86,813
Total		205,700

There was a brought forward balance from 2019/20 of £125,000; and this together with an underspend of £37,239 from 2020/21, gives a total carry forward balance into 2021/22 of £162,239.

DE-DELEGATED/EDUCATION FUNCTIONS OUTTURN 2020-21**Impact report****Title of the Budget****Free School Meals Eligibility Checking /
administration Service and School
Clothing Scheme****Lead Officer:****Sue Moore/Joy Djukic****2020-21 Funding:****£172,000 / £30k School Clothing Scheme****A brief outline on how the funding was used, and the service impact to
maintained schools. (E.g. KPI's, service statistics, etc.)**

The Education Benefits Team has continued to provide this service to all Sandwell maintained schools and has **secured £14.7 Million in Pupil Premium funding.**

- FSM eligibility is determined and instant eligibility checks done for schools/families, removing requirement for benefit evidence to be produced.
- Education Benefits have checked all FSM claims to ensure continuous auditable eligibility for schools. Updates are issued weekly, using secure data transfer systems, of new, protected and discontinued eligibility to FSM's - 200,000 eligibility checks have been completed for eligible families.
- Claims that are not eligible are continually checked so that if circumstances change the school/family are automatically notified of eligibility with no need for the family to re-apply
- There are no renewal/checking system for schools to administer and no need for families to reapply as claim continues until pupil leaves school if parent/carer remains in receipt of eligible benefits.
- Weekly updated eligibility lists have been provided to schools, along with full lists of eligibly pupils for census dates.
- An on-line application process has been developed to improve the timescales from application to meal take up.
- All applications are processed same day in most cases.
- Schools benefit from the increased FSM applications which have been generated by the following initiatives:
 - **School Clothing Scheme** now generates FSM applications for those families who apply for clothing vouchers and do not have a current live FSM's claim. (457 New FSM apps

generating £588,000 in Pupil Premium for Sandwell's schools)

- Continued **awareness campaign and promotion** of FSM's at events throughout the Borough and schools
- **Universal FSM's for all KS1 pupils** – systems developed to enable eligibility checks on all KS1 pupils to ensure that all Pupil Premium pupils can be identified and eliminating the need for them to apply once they are no longer eligible to receive a Universal meal.
- **New systems developed** to enable continuous checking of those not eligible so that schools are aware of eligibility as soon as their circumstances change and no need for families to re-apply.
- All protection dates calculated and transferred to schools re the roll out of Universal Credit Benefits Scheme
- All application methods compliant with GDPR requirements

