

Education Portfolio Priorities

(Including the Education Covenant & Commitments)
January – December 2013

Summer Term Update September 2013

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The London Borough of Bromley Education Covenant

This Covenant compliments our 17 Education Commitments approved by the Full Council on 21 January 2013

Our 17 Educational Commitments set out this Council's educational philosophy and general principles. In those Commitments we make it clear that the LEA working with Governing bodies welcome and encourage all schools to become Academies with all the independence of action that such Academy status brings. We support the creation of new Free Schools and the expansion of selective education. Three Free Schools have only recently been approved to open in the north of the Borough.

We are mindful of the fact that education in this Borough is being provided through public funds, in buildings which in many cases were paid for by the local community or by the churches and with public support to provide an education for the children of the Borough and surrounding area. We as a Council and indeed as a community all have an obligation to children and young people and we outline our commitments to them and our expectation of them below.

As a Council:

We retain more than 250 statutory educational duties including some major overarching responsibilities. As the civic leader of the community, we have a duty to the residents of the borough: to ensure that there are sufficient school places; that the quality of the education provided is of the highest standard; that our children leave school prepared for a successful and fulfilled adult life; and that our young people are able to play their part as citizens in a democratic, economic prosperous Britain.

For Parents:

We will provide a choice of good and outstanding schools (including academies and Free Schools) in which your children can thrive socially and academically. In return, we expect you to support your children by ensuring they attend school, behave well, undertake school and homework, and co-operate with school staff.

For Pupils:

We will work to ensure that your school provides a first rate education suited to your needs in safe and secure buildings. In return, we expect you to attend regularly, work hard, be well behaved and co-operate with your teachers.

Of School Governors:

Rightly we are very grateful for the voluntary service you give to your community as Governors. Your school or academy will give you access to high quality training and development to enable you to do your job well. In return, you will be expected to take an active part in the governance of your school, ensuring that it delivers a high quality education in a safe and secure environment, providing good value for public money.

For School Leaders:*

To work with children and young people is a huge privilege. We expect all our schools to co-operate with the local authority in delivering on the five outcomes given in Every Child Matters:

- Be Healthy
- Stay Safe
- Enjoy and Achieve
- Make a Positive Contribution
- Achieve Economic Wellbeing

For Residents:

We will ensure: that there are sufficient school places in the borough; that schools are monitored to ensure a high quality of education and behaviour; and that there is value for money provided to the tax payer. In return, we hope that you will support your local school in fundraising, charitable and other activities to support the wider community they serve.

For Local Business:

We will encourage schools to ensure: that pupils leave school well equipped for the world of work; and that they have the skills and attributes to be good citizens. In return, we hope that you seek to employ local young people wherever appropriate and provide Saturday part-time work or work experience where possible. We will also encourage and welcome applicants from local businesses to play an active role as school governors.

*** Academies**

Academies have a Section 10 of the Children Act 2004 duty to co-operate with the LA to ensure children's well-being. The LA has a duty under Section 11 of the Children Act 2004 to safeguard children in its area.

There is a statutory obligation on academies to co-operate with LAs pursuant to Section 10 of the Children Act 2004; Section 10 provides for "co-operation and well-being".

It is considered that such obligations do not interfere with an academy's independence; the creation of an academy does not rid the LA of its (pre)existing obligations regarding the welfare of children. Academies should view this in the spirit of co-operation rather than bureaucracy.

(We would expect that this duty to co-operate would include the provision of statutory information and data to the Council).

Promote educational opportunity in the borough ensuring all families have a choice of good and outstanding schools and early years providers; Education Commitments 1, 11, 12, 14, 16 and 17

Education Commitments:

1:	believe in the right of parents (where practicable) to have as much choice of schools as possible including faith schools;
11:	support schools in ensuring that all teachers and other staff are competent in their role;
12:	support schools in maintaining good discipline;
14:	work to improve the chances for underperforming children particularly in the early years and primary years and will work to encourage the continuing development of high quality early year provision in the Borough through existing and new private and voluntary providers;
16:	support changes to improve the quality and rigour of the exam system;
17:	support measures (including reading through Phonics) to ensure that no child leaves primary school unable to read and write English and without a good competence in basic maths.

This will be achieved by:

Aims	Actions for 2013	
	Summer Term	Autumn Term
Undertake a re-categorisation of schools based on risk and agree intervention and support to ensure improvement in under performing schools.	Preparation for categorisation exercise (following results) will be undertaken.	Communication to all head teachers and chairs of governors on the outcome of the categorisation exercise.
Lead Officer: Nina Newell Interim Head of Schools and Early Years Commissioning and Quality Assurance	Planning for the programme of intervention and support to the identified under performing schools will commence.	The programme will be finalised for intervention and support to the identified under performing schools.
	Update on under performing schools reported to Education PDS.	Improvements to under performing schools reported to Education PDS.
	Organise and run challenge meetings with the head teacher and chair of governors for schools causing concern (half termly).	Organise and run challenge meetings with the head teacher and chair of governors for schools causing concern (half termly).
	Half termly team meetings with report back to Primary Schools Advisory Group (PSAG).	New efficient service delivery. Half termly team meetings with report back to PSAG.

Promote educational opportunity in the borough ensuring all families have a choice of good and outstanding schools and early years providers; Education Commitments 1, 11, 12, 14, 16 and 17

This will be achieved by:		
	Actions for 2013	
Aims	Summer Term	Autumn Term
<p>Summer Term Update September 2013</p> <p>Amber</p>	<p>As part of the new categorisation process, 24 schools are currently being supported by the school improvement service</p> <ul style="list-style-type: none"> • 8 schools are receiving intensive support • 10 schools are receiving medium support • 6 schools are receiving light support <p>During the Summer term, support has continued in all areas as planned with the exception of Maths support. An active recruitment programme is in place for Schools Improvement Officers, and schools requiring focussed Maths intervention have been offered the options of funding to buy in support, or be provided with additional support from the School Improvement Service next term.</p>	
<p>NEW AIM Undertake a programme of support and challenge (based on the risk categorisation methodology) for early years providers categorised as satisfactory or less to ensure provision of high quality services.</p> <p>Lead Officer: Nina Newell Interim Head of Schools and Early Years Commissioning and Quality Assurance</p>	<p>Alert early years providers to the changes in how data will be presented with the practice of anonymising ceasing and openness:</p> <ul style="list-style-type: none"> • in data presentation & transparency; • in categorisation and processes; • with providers causing concern & intervention. 	<p>Update on providers who are satisfactory or less reported to Education PDS.</p>
	<p>Planning for the programme of intervention and support.</p>	<p>The programme will be finalised and implementation will commence.</p>
	<p>Organise and run challenge meetings with the providers identified.</p>	<p>Organise and run challenge meetings with the providers identified.</p>
<p>Summer Term Update September 2013</p> <p>Green</p>	<p>A categorisation process has been undertaken following the schools methodology. Of 173 early years providers, 8 were causing concern (down from the 15 reported in the Spring term update).</p> <p>From September 2013, a Bromley Quality Improvement Programme will be in place with focussed support in individual settings and group workshops.</p>	

Promote educational opportunity in the borough ensuring all families have a choice of good and outstanding schools and early years providers; Education Commitments 1, 11, 12, 14, 16 and 17

This will be achieved by:		
	Actions for 2013	
Aims	Summer Term	Autumn Term
<p>Ensure that effective Behaviour Services are in place.</p> <p>Lead Officer: Jo Twine</p>	<p>Produce outline business case based on the options agreed (at last Behaviour Services Working Group) and report to the July BSWG meeting.</p> <p>Finalise full business case and present to Portfolio Holder for decision at the September Education PDS meeting.</p>	<p>Implement new efficient service delivered (Oct 13 – March 14).</p>
<p>Summer Term Update September 2013</p> <p>Green</p>	<p>A workshop to determine the future delivery of Behaviour Services in Bromley was held on 23rd July 2013. Each option was considered against seven key principles reflecting the needs and responsibilities of pupils, schools and the Local Authority. Following the consideration of the Working Group, it was agreed that to develop a more detailed business case for four of the options.</p>	
<p>Review the efficiency of admissions to schools and the service provided to parents.</p> <p>Lead Officer: Iain Johncock</p>	<p>Restructure and changes to service delivery.</p>	<p>New efficient service delivered.</p>
<p>Summer Term Update September 2013</p> <p>Green</p>	<p>Preparations have been made to secure a greater take up of on line applications for 2013/14 with additional support proposed for those who may have difficulty in accessing this service. A full update is available on this agenda under report 'Channel Shift - Online applications' report reference ED13086.</p> <p>Future proposals are contained within the 'Education Services - Commissioning Plan' paper on this agenda under report reference ED13085.</p>	
We will measure achievement by:		
<p>Zero schools will be causing concern by 2015 No school will remain in a high priority category for more than 18 months</p>		

Work with governing bodies, the Department for education and others to expand popular and successful schools and create additional early years capacity; Education Commitments 1, 4 and 13

Education Commitments:

1:	believe in the right of parents (where practicable) to have as much choice of schools as possible including faith schools;
4:	will continue to support the expansion of selective education, including Grammar Schools, particularly in the central and northern part of the Borough;
13:	work to improve school governance;

This will be achieved by:

Aims	Actions for 2013	
	Summer Term	Autumn Term
Implementation of the Primary Schools development plan (including expansions) will provide additional reception places by 2014 and beyond. Lead Officer: Iain Johncock	Decisions made by Portfolio Holder based on consultations and representations.	Necessary funding secured for capital building works – works commence. Churchfields and Riverside expansions will have been completed providing additional places.
	Place Planning commences with consideration of 2014 and beyond.	The place planning working group will report its findings and any statutory consultations will be prepared.
	Monitor and review the primary school capital programme. Report to Education PDS.	Monitor and review the primary school capital programme. Report to Education PDS.
Summer Term Update September 2013 Green	<p>Statutory notices were published to change the age range at Bromley Road and Worsley Bridge, and to enlarge Glebe Special School in June 2013 for approval in August 2013. Increasing demand for places has meant that implementation at Worsley Bridge was brought forward to 2013.</p> <p>3 Free Schools were approved by the DfE in May 2013 – Harris Bromley, Harris Beckenham and a Bilingual School – all due to open in September 2014 offering 170 additional places in total. The extension of Keston primary school is subject to the approval of a planning application.</p> <p>A full update on the strategy to provide additional places to meet demand in 2014 and beyond is available on this agenda under report 'School Expansions', report reference ED13089.</p> <p>A full update on the monitoring and review of the primary school capital programme is available on this agenda under the 'Basic Need Programme Update' report reference ED13079.</p>	

Work with governing bodies, the Department for education and others to expand popular and successful schools and create additional early years capacity; Education Commitments 1, 4 and 13

This will be achieved by:		
	Actions for 2013	
Aims	Summer Term	Autumn Term
Development of the strategic plan to create additional secondary school places 2016 – 22 (inc feasibility study)	Undertake a gap analysis of missing provision to support Portfolio Holder's strategic decision making.	Update Education PDS on the implementation of the strategic plan.
Lead Officer: Iain Johncock	Present a feedback report to the Secondary Head-teachers' Forum on the initial proposals for teaching expansion. Consult on potential proposals for secondary expansion.	Report to Education PDS on the future landscape re: Secondary School expansion 2016-22.
Summer Term Update September 2013 Green	The strategy to deal with increasing rolls will be circulated to stakeholders for consultation early in the Autumn term with a subsequent report to PDS. Secondary Heads and stakeholders have been consulted on the proposals for secondary school expansion from 2016-2022.	
The LA statutory appointed Governors have a leadership role in promoting educational opportunities within Bromley schools. Lead Officer: Alicia Munday	Revisit the role of LA Governors and discuss how to support and communicate with this key group of Governors on Council's vision for education by opening discussions at the Governors Forum.	Implement any changes following discussions. Including communication, information systems, training etc.
Summer Term Update September 2013 Green	The Governance working party met during the summer term and discussed various options for recruitment and the significance of the LA Governor role. A full report is available on this agenda 'Update on the implementation of the recommendations of the School Governance Working Party' under report reference ED13082.	

Work with governing bodies, the Department for education and others to expand popular and successful schools and create additional early years capacity; Education Commitments 1, 4 and 13

This will be achieved by:		
	Actions for 2013	
Aims	Summer Term	Autumn Term
<p>NEW AIM Build capacity to deliver an additional 600 places for two year olds within the private, voluntary, independent and maintained early years provision by September 2013</p> <p>Lead Officer: Nina Newell Interim Head of Schools and Early Years Commissioning and Quality Assurance</p>	<p>Undertake the identified work with providers to achieve the required increase in places and hours by September 2013.</p> <p>Streamline processes to integrate with those used for 3 and 4 year old funded places.</p>	<p>Prioritise how the capital funding will be spent to ensure that facilities in good and outstanding provision are prioritised.</p>
<p>Summer Term Update September 2013</p> <p>Green</p>	<p>367 places have been created for 2 year olds at 116 early years settings and 18 childminders. Of the 215 confirmed vacancies that were made available from September 2013, 71 places have been filled leaving 144 still available. There are also 147 children already approved and but not yet placed for the Autumn Term who could use the confirmed vacancies. This gives a minimum of 511 places already for the Autumn Term.</p> <p>Parents can apply for a place online through the Bromley website or complete a paper referral. Following a second mail out to 400 eligible families using improved information provided by the DfE, we are currently receiving 45 online and 20 paper referrals a week.</p> <p>A process has also been agreed to use a CAF (Common Assessment Framework) to refer in to the section 18 Childcare Panel for any applications that are not based on the financial criteria.</p>	
We will measure achievement by:		
<p>All resident children are able to receive a school place within published timescales Update: all the children who applied for a primary place on time received a school place of the 3820 children 76% received their first choice (compared to 78% last year) and 5% were directed. New Increase the number of early years places from 1500 by September 2014</p>		

Use the academy and Free School programme to promote and develop further that choice; Education Commitments 2, 3 and 4

Education Commitments:

2:	will support and encourage all Bromley LA schools to convert to academy status;
3:	support the creation of 'Free Schools' and, where appropriate, will encourage local parents to apply for one;
4:	will continue to support the expansion of selective education, including Grammar Schools, particularly in the central and northern part of the Borough;

This will be achieved by:

Aims	Actions for 2013	
	Summer Term	Autumn Term
Use the expansion programme feasibility study to explore Free School opportunities. Lead Officer: Jo Twine	Continue to seek-out potential sites for Free Schools and look to work with at least one new provider a year. Report to Education PDS updating on Free School submissions.	Continue to seek-out potential sites for Free Schools and look to work with at least one new provider a year. Report to Education PDS updating on Free School submissions.
Summer Term Update September 2013 Green	Four Free School applications have received approval from the Secretary of State to open in Bromley in 2013 or 2014. There are three known potential applications to open Free Schools in Bromley in 2015. A full update on the 'Bromley Academy Programme and Free School' progress can be found on this agenda under report reference ED13084.	
Promote partnership working for school improvement. Ensuring that school improvement opportunities are sustained into the future (VfM). Links to first priority Lead Officer: Nina Newell Interim Head of Schools and Early Years Commissioning and Quality Assurance	Successful partnership plans will commence being implemented. Commence monitoring of plans to ensure improvements and Value for Money.	End of autumn term reports to AD Education on impact of the school improvement strategies.
Summer Term Update September 2013 Green	An Academy working party conference comprising representatives from HR, Schools Finance, Schools Improvement and Legal is planned for October.	

Use the academy and Free School programme to promote and develop further that choice; Education Commitments 2, 3 and 4

This will be achieved by:

Actions for 2013

Aims

Summer Term

Autumn Term

We will measure achievement by:

All schools involved in a collaborative developing structure and capacity to move forward to become academies.
Three or more Free School providers exploring opportunities within Borough (at least one in house provider).
Ofsted measure - 80% of good or better teaching.

**Support all maintained schools to enter into the academy programme to allow them to benefit from the opportunities it presents;
Education Commitment 2**

Education Commitments:

2: will support and encourage all Bromley LA schools to convert to academy status;

This will be achieved by:

		Actions for 2013	
Aims	Summer Term	Autumn Term	
<p>Ensure internal capacity to support strategic plan.</p> <p>Lead Officer: Tessa Moore, Assistant Director, Education</p>	<p>Link with DfE for discussions on resources following any capacity shortfall.</p>	<p>Link with DfE for discussions on resources following any capacity shortfall.</p>	
<p>Summer Term Update September 2013</p> <p>Green</p>	<p>13 Primary schools are formally progressing to academy status for Autumn 2013 with the majority of remaining schools in collaborative partnership arrangements for progressing to academy status.</p> <p>To support those remaining schools</p> <ul style="list-style-type: none"> • A conference is planned for October • The work programme will focus on schools without key partners • Programme Manager support will be available until the review date of March 2014 		
<p>Promote different academy models including – umbrellas, MATs, sponsors, and federations.</p> <p>Lead Officer: Jo Twine</p>	<p>Link operational support plan to categorisation and involve governors in decisions and sponsorship.</p>	<p>Link with DfE on 2013/14 operational support plan following autumn term categorisation process.</p>	
<p>Summer Term Update September 2013</p> <p>Green</p>	<p>Three levels of support are available to schools currently supported by the schools improvement services.</p> <ul style="list-style-type: none"> • 8 schools currently receive intensive support • 10 schools currently receive medium support • 6 schools currently receive light support <p>School leaders and governors are actively involved in taking effective action to tackle areas requiring improvement.</p>		

**Support all maintained schools to enter into the academy programme to allow them to benefit from the opportunities it presents;
Education Commitment 2**

This will be achieved by:

This will be achieved by:		
	Actions for 2013	
Aims	Summer Term	Autumn Term
<p>Develop the Bromley Adult Education College (BAEC) to include a workforce development strand.</p> <p>Lead Officer: Carol Arnfield, Head of Service, Adult Education</p>	<p>Deliver the Newly Qualified Teachers (NQT) programme and the Governor Training Programme from April 2013.</p> <p>Develop Schools Workforce Development courses for next year, training website and plan additional money/CPD offer for academic year 2013/14.</p>	<p>Launch additional training and CPD programme for academic year 2013/14.</p>
<p>Summer Term Update September 2013</p> <p>Green</p>	<p>The Newly Qualified Teachers (NQT) and the Governor Training programmes were delivered as planned between April and July 2013, by BAEC, at the Widmore Centre.</p> <p>A full Schools Workforce Development Programme of courses is planned; the training websites updated and brochures circulated to schools in Bromley, Croydon and Bexley boroughs. New courses added to the offer include a recognised programme, the 'Chair of Governors Leadership Development Programme', in partnership with the National College. This is for both existing and aspiring Chairs of Governors.</p> <p>By the end of July 2013, there were 10 enrolments on the NQT programme and 58 Bromley Schools enrolled on the Governor Services Programme.</p>	
We will measure achievement by:		
<p>December 2015 all Bromley schools that are financially viable will be academies.</p> <p>December 2015 all remaining maintained primary schools (small schools) will be in discussions with the LA on Federations/sponsors.</p> <p>The range of models will include standalone convertors, MAT, Umbrella Trusts, informal partnerships, Federations and sponsored academies.</p>		

Encourage parents, faith groups and others to work with the borough to increase the range & diversity of the outstanding schools on offer; Education Commitments 3

Education Commitments:

3: support the creation of 'Free Schools' and, where appropriate, will encourage local parents to apply for one;

This will be achieved by:

		Actions for 2013	
Aims	Summer Term	Autumn Term	
<p>Work with the Diocese of Rochester to enable C of E cluster schools to move forward to become academies. Work with the Archdiocese of Southwark to enable the Catholic cluster of schools to move to become academies.</p> <p>Lead Officer: Iain Johncock</p>	<p>Undertake identified actions to support conversion to academies</p>	<p>Ensure at least 3 of 8 conversions by Autumn 2013.</p> <p>Ensure at least one additional conversion by Autumn 2013.</p>	
<p>Summer Term Update September 2013</p> <p>Green</p>	<p>One Church of England primary school is planning to convert by December 2013 as an academy sponsored by the Diocese of Rochester. The academy order was received in July 2013.</p> <p>Five Roman Catholic School have logged applications with the DfE to convert to Academy status.</p> <p>A full update on the 'Bromley Academy Programme and Free School' progress can be found on this agenda under report reference ED13084.</p>		
<p>Work with the Diocese of Rochester to undertake the secondary expansion feasibility study (links to priority 2)</p>	<p>Ensure that the information from the Diocese is included in the gap analysis to support Portfolio Holder's strategic decision making.</p>	<p>Include an update of the proposals to Education PDS in the implementation of the strategic plan report.</p>	
<p>Work with the Archdiocese of Southwark as to the feasibility of a Catholic secondary school within the borough. Predictions based on the baptism records and primary expansion programme.</p> <p>Lead Officer: Iain Johncock</p>	<p>Strategic discussions with Executive Director and representatives from Southwark.</p> <p>Ensure that the information from the Diocese is included in the gap analysis to support Portfolio Holder's strategic decision making.</p>	<p>Possible consultation process.</p> <p>Include an update of the proposals in the report to Education PDS on the implementation of the strategic plan.</p>	

Encourage parents, faith groups and others to work with the borough to increase the range & diversity of the outstanding schools on offer; Education Commitments 3

This will be achieved by:		
	Actions for 2013	
Aims	Summer Term	Autumn Term
<p>Summer Term Update September 2013</p> <p>Green</p>	<p>A feasibility study is underway considering alternative sites for a new Catholic Secondary school. Progress reporting timescales are aligned to the Secondary School review.</p>	
<p>Ensure that the good working relationship continues with the Diocese and Archdiocese through open dialogue and challenge during the categorisation process and intervention in under-performing schools.</p> <p>Lead Officer: Nina Newell Interim Head of Schools and Early Years Commissioning and Quality Assurance</p>	<p>Explore with Diocesan representatives any sponsored arrangements for CE and RC schools causing concern.</p>	<p>Work with DfE and Diocesan representatives on sponsored academy programme for under performing church schools.</p>
<p>Summer Term Update September 2013</p> <p>Green</p>	<p>Local Authority support is in place to assist all under performing schools tackle weaknesses identified by inspections and provide an effective stepping stone for longer term planning</p> <p>A full updating report on 'Under Performing Schools' is available on this agenda under report reference ED13081.</p>	
We will measure achievement by:		
<p>100% Church of England schools converted under MAT or 'chain' arrangement with relevant Diocese by December 2015. 100% Roman Catholic schools converted under MAT or 'chain' arrangement with relevant Diocese by December 2015.</p>		

Ensure those pupils with special educational needs have good outcomes; Education Commitments 5, 6 and 15

Education Commitments:

5:	will continue to improve the provision of SEN education in the Borough;
6:	support the concept of an education voucher system which gives additional support to children with different educational needs, including academically gifted pupils;
15:	encourage schools to identify children with exceptional talents or academic ability and ensure that their needs are provided for;

This will be achieved by:

Aims	Actions for 2013	
	Summer Term	Autumn Term
<p>Build the work of the Pathfinder project and implement workstreams to provide an integrated pathway for children and young people and their families ensuring a smooth transition to the new SEND framework.</p> <p>Lead Officer: Helen Norris Head of Specialist Support & Disability Service</p>	<p>Establish Single Plan for complex needs beyond initial cohort.</p> <p>Disseminate process and threshold guidance linking the local offer and national Pathfinder requirements on emerging new SEND (Special Educational Needs and Disability) code of practice.</p> <p>Adjust Pathfinder workstream action plans in line with national guidance.</p>	<p>Rollout the Single Plan for complex needs including nationally agreed Pathfinder modifications. Prepare for full delivery by September 2014.</p> <p>Deliver Phase 2 agreed targets.</p>
<p>Summer Term Update September 2013</p> <p>Green</p>	<p>As at the end of July 2013, 75 families registered with National Pathfinder evaluators for the new Education, Health and Care (EHC) Plan, with 50 EHC plans completed. Processes, pathways and family information being developed to achieve EHC Plans for all new children/young people from September 2013, in line with Grant Targets. Plans have been costed and a 'notional' personal budget assigned.</p> <p>Assisted DfE with work on draft new Code of Practice and undertaken further work on the Local Offer and the MyLife Portal in three tranches (0-5 years, 5-16 years and 16-25 years).</p> <p>Bromley's Early Support Booklet fully updated and published and new LBB Resource Guide under review.</p> <p>Prepared and disseminated the Pathfinder Champion programme (including 2 Regional Conferences) for all non Pathfinder London Local Authorities. Workstream Action Plans adjusted to reflect priority of Single Plans, Local Offer, Personal Budgets and Communications Strategy. Awareness raising seminars on Pathfinder SEND Reform Agenda presented to Multi-agency stakeholders, including schools.</p> <p>Complex Needs Thresholds for new EHC plans agreed and work has commenced with schools, partners and parents for children and young people below the threshold for an EHC Plan.</p>	

Ensure those pupils with special educational needs have good outcomes; Education Commitments 5, 6 and 15

This will be achieved by:		
	Actions for 2013	
Aims	Summer Term	Autumn Term
<p>Develop an accessible directory of services for children, families and young people with SEND across Education, Health and Care.</p> <p>Lead Officer: Andrew Royle, Strategic Commissioner, Disabilities</p>	<p>Test the Web Portal with families, children and young people, together with those in supporting roles to ensure fit for purpose.</p>	<p>Rollout the Web Portal to Bromley families, service users and providers.</p>
<p>Summer Term Update September 2013</p> <p>Green</p>	<p>The Bromley MyLife web portal has been designed, and extensive work carried out across Education, Health and Social Care in mapping the Local Offer and commencing the compilation of data and information content for the web site. During the Autumn term we will further refine the presentation and accessibility of the Local Offer through our work with Bromley Parent Voice and the young advisors in preparation for full implementation in December 2013.</p>	
<p>Through the statutory review processes and working in collaboration with partner agencies continue to reduce statements for high incidence low level needs (mild to moderate learning and social and emotional needs, literacy and numeracy needs) by transferring the responsibility to schools.</p> <p>Lead Officer: Mary Çava</p>	<p>Develop a system to deliver flexible support to meet needs without the requirement of statutory processes. Cease statements for all pupils with low level needs below £6K.</p> <p>Continue to undertake cycle of review of all low level statements (400).</p>	<p>Ensure processes are in place to deliver flexible support to meet needs of those below the threshold for the Single Plan.</p> <p>Continue to undertake cycle of review of all low level statements (400).</p>
<p>Summer Term Update September 2013</p> <p>Green</p>	<p>System of flexible support delivery drafted and shared with the schools forum, secondary Head Teachers and voluntary organisations.</p> <p>Transition process has commenced, with 30 reviews completed and consultation is in progress with parents and schools as per statutory requirements. All annual reviews of low level statements progressing to transfer to monitoring statements.</p> <p>Implementation date of 1st September for all new requests for resources to replace statements.</p>	

Ensure those pupils with special educational needs have good outcomes; Education Commitments 5, 6 and 15

This will be achieved by:

Actions for 2013

Aims	Summer Term	Autumn Term
<p>Expand 2 special schools to extend good practice and high quality provision (ASD) and continue to monitor and plan for primary/ secondary expansion.</p> <p>Lead Officer: Mary Çava</p>	<p>Decisions made by Portfolio Holder based on the Glebe School consultations and representations. Work to commence once approval given.</p> <p>Riverside building works ongoing.</p>	<p>Continuation of the Glebe School building works.</p> <p>Extra year 7 specialist autism class at Riverside.</p>
<p>Summer Term Update September 2013</p> <p>Green</p>	<p>The proposed expansion of :-</p> <ul style="list-style-type: none"> • Riverside school by 52 places in September 2013, to support the increasing numbers of secondary aged pupils presenting with Autistic Spectrum Disorder (ASD), • Glebe school by 2 Form of Entry, which is 16 children in each year group, from September 2014, are both on schedule. 	
<p>Respond to the increasing numbers of children with complex and enduring needs by ensuring that provision and support is targeted.</p> <p>Lead Officer: Mary Çava</p>	<p>Analysis from audit used to inform place planning. Work with specialist support and school improvement services to ensure quality and sufficiency of provision.</p>	<p>Annual autumn audit of special schools & specialist provision. Plan and deliver specialist places for pupils identified with complex and enduring needs.</p>
<p>Summer Term Update September 2013</p> <p>Green</p>	<p>Following on from the specialist provision place planning audit, an extra unit class for 10 pupils is due to open in September 2013 in a primary school setting in the centre of the borough.</p> <p>Further analysis of cohorts is in course to inform planning for 2014 at primary level.</p>	

Ensure those pupils with special educational needs have good outcomes; Education Commitments 5, 6 and 15

This will be achieved by:		
	Actions for 2013	
Aims	Summer Term	Autumn Term
<p>Enable young people with more complex Learning Difficulties and/or Disabilities (LDD) to live, learn and work within their own community by developing the Bromley offer</p> <p>Lead Officer: Debi Christie, Commissioning Manager (Specialist Provision)</p>	<p>Building works at Bromley College completed.</p> <p>Individual packages developed for young people across Education, Health and Care.</p>	<p>Young people move from school to further education and/or work opportunities with support packages in place.</p>
<p>Summer Term Update September 2013</p> <p>Green</p>	<p>The launch of the new facilities took place on 21st June 2013 and was attended by over 90 partners and stakeholders, including Bromley Councillors and senior management. The College have been providing personalised tours of the new facilities to Bromley young people and their families, and the reaction has been incredibly positive. The college is now at full capacity (121 learners) for their September 2013 intake and will continue to develop capacity, skills and knowledge to work with more complex young people over the next few years. A statement of intent to support young people to prepare more effectively for adult life through further education has now been agreed through the Council's democratic process and provides a clear and consistent message, reflecting Bromley's vision to enable more young people with Special Educational Needs and Disabilities (SEND) to live, learn and work within their local community, achieve sustained progression, resulting in better life outcomes.</p>	
<p>Support children and young people in care, their carers and social workers through school finding, personal education plans, additional learning support and monitoring progress/achievement.</p> <p>Lead Officer: Helen Priest</p>	<p>Offer one day communication INSET for teachers and support workers.</p> <p>Provide time-limited professional support to schools with high numbers of Looked After Children with Special Educational Needs and identify training needs for academic year 2013/14.</p>	<p>Evaluate Reading Project with a view to extending to children with SEN and specialist provisions.</p>

Ensure those pupils with special educational needs have good outcomes; Education Commitments 5, 6 and 15

This will be achieved by:

	Actions for 2013	
Aims	Summer Term	Autumn Term
Summer Term Update September 2013 Green	Delivery of INSET (In service training) on the theme of Communication difficulties in the classroom was postponed from its planned Summer Term delivery. This subject is, however, considered to be a priority and it is envisaged that the plans will be revisited in the new school year. The service has been committing time and resources to schools with high numbers of children in care and this has been very successful and has provided ongoing support to teaching and non teaching staff as well as funding for specialist assessments, therapies and equipment for pupils with additional needs.	

We will measure achievement by:

- December 2013:
- The draft Local Offer for children with special educational needs will be agreed and established with partner agencies and parents, and this will be readily available for parents to access via website and in hard copy. **NOTE** A draft Pathfinder local offer will be in place by March 2013.
 - Statutory Annual Reviews carried out on all low level funding statements within 12 months - statements below 6K cease or replaced with a monitoring statement
 - Audit of children with complex needs completed to inform and arrange appropriate in-borough placement. All children in KS1 & 2 with complex SEN maintained in specialist in-borough placement. Additional unit places to be established within 12 months.
- September 2014:
- 3 new specialist classes open in Bromley special schools (Riverside by Sept 2013). Reduction in reliance on out borough placements for ASD complex and Aspergers Syndrome
 - the Single statutory Education, Health and Education Plan (EHC) will be in place for those children with the most complex and enduring needs including Pathfinder modifications.
- Plan for 12 extra complex needs places for the school year 2013/14.

Ensure high quality provision continues for those leaving school and others over the school leaving age whether through preparation for employment, apprenticeships or higher education; Education Commitments 7 – 10

Education Commitments:

7:	will continue to encourage all Bromley secondary schools to ensure that all suitable pupils are prepared for the universities which best meet their aspirations;
8:	support the concept of a University Technical College (UTC) providing high quality technical education for 14-19 year olds;
9:	support the creation of 'modern apprenticeships' for a wide variety of skilled trades;
10:	support the concept of 'lifelong learning' and the important work of adult education.

This will be achieved by:

Aims	Actions for 2013	
	Summer Term	Autumn Term
Development of Raising the Participation Age (RPA) Strategy, Action Plan and Commissioning priorities agreed by all key partners Lead Officer: Paul King	Consultation with stakeholders on RPA Strategy Action Plan and agreement of Commissioning priorities.	RPA strategy progress report to December 2013 Education PDS.
Summer Term Update September 2013 Amber	Progress on this action is planned for the Autumn term pending agreement of the Education, Care and Health senior management team to the Terms of Reference and Methodology.	
Ensuring that the local authority has an overview and is able to publicise the support that is available to young people in Bromley to enable them to participate in Education, Employment and Training (EET). Lead Officer: Paul King	Ensure that the information provided by the Borough accurately and comprehensively reflects the full range of support available to young people in Bromley to enable them to participate in EET.	

Ensure high quality provision continues for those leaving school and others over the school leaving age whether through preparation for employment, apprenticeships or higher education; Education Commitments 7 – 10

This will be achieved by:		
	Actions for 2013	
Aims	Summer Term	Autumn Term
Summer Term Update September 2013 Green	Authorisation for update to Bromley Education Business Partnership (BEBP) website was confirmed in July 2013 with the update due for completion in September 2013. This will enable improved signposting of opportunities and access to programme details via hyperlink from the Bromley website. The BEBP steering group provides opportunities for stakeholders to disseminate information about opportunities in their sector with a stakeholder reception planned for September (promotional audio-visual material prepared during June /July). Review and update of Young Bromley web pages completed with the cross council review of Employment and Training web based information on going.	
Providing additional support to young people who are identified as at risk of or who are not participating remain in education, employment and training (NEET). Lead Officer: Paul King	Ensure that all identified young people in year 10 are being supported to continue in EET at the end of Year 11. Ensure that all identified young people in year 11/12 will be making successful transition at end of school and college year.	Work with identified young people in year 9 to consider course choices available as a basis for making transition. Verify that all identified year 11/12 school leavers have made a successful transition. Ensuring that those requiring additional support are allocated to a named worker within the Bromley Targeted Youth Support Programme.

Ensure high quality provision continues for those leaving school and others over the school leaving age whether through preparation for employment, apprenticeships or higher education; Education Commitments 7 – 10

This will be achieved by:		
	Actions for 2013	
Aims	Summer Term	Autumn Term
<p>Summer Term Update September 2013</p> <p>Green</p>	<p>Bromley Education Business Partnership (BEBP) joined the Bromley Youth Support Programme (BYSP), providing between April and July 2013:-</p> <ul style="list-style-type: none"> • N’Gage (Employability Programme) to 124 pupils ‘at risk’ in Year 10/11 • Pre-apprenticeship programme delivered to 14 post-16 NEETs, 5 of whom have achieved apprenticeships to date • Extended work experience programmes for 20+ KS4 pupils with 12 accredited outcomes of NVQ1 certificate in Customer Service • Mentoring support programme for 80+ young people • Flexible learning programme for 80+ young people • Visits to 250+ employers to confirm approval as placement providers for work experience and/or apprenticeship • Enterprise and employability activities for 1004 young people <p>Bromley Youth Support Programme (BYSP) is currently working with 140 young people and during April – July:-</p> <ul style="list-style-type: none"> • Received 72 referrals from different agencies across the borough. • Been in contact with 563 NEET young people, of which 248 have been substantially worked with by Bromley Youth Support Programme. • Received 14 Year 10 referrals from schools • Worked intensively with 34 young people who have no offer of a place in Education, Employment and Training for September 2013 onwards. <p>Throughout the summer period, BYSP provided a summer programme including park activities 6 days a week, and local activity days in the 4 Youth Hubs. These provide opportunities to inform young people about the BYSP programme offer and the support available to them especially in respect of continuing in Education, Employment and Training.</p>	

Ensure high quality provision continues for those leaving school and others over the school leaving age whether through preparation for employment, apprenticeships or higher education; Education Commitments 7 – 10

This will be achieved by:		
	Actions for 2013	
Aims	Summer Term	Autumn Term
<p>Support young people to remain in education, employment and training (particularly young people who are in or leaving care, known to the YOT or have a disability) through the targeted information, advice and guidance (IAG) support programme.</p> <p>Lead Officer: Paul King</p>	<p>Support all identified young people in year 10 to start working on college applications.</p>	<p>Work with identified young people in year 9 to consider course choices available.</p>
<p>Summer Term Update September 2013</p> <p>Green</p>	<p>138 young people received 1:1 information, advice and guidance through Bromley Education Business Partnership (BEBP) N'Gage and PAP projects</p> <p>The BEBP has co-ordinated work experience for Looked After Children (LAC) as required and provided mentoring programmes to Leaving Care and young people known to the Youth Offending Team (YOT).</p> <p>Bromley Youth Support Programme has continued to identify Looked After Children/Youth Offending Team NEET and support processes including:-</p> <ul style="list-style-type: none"> • Working with Bromley College to ensure that LAC young people are aware of opportunities available through the college. • Development of 2 drop in sessions at Bromley College to support young people 	
<p>Ensuring the Borough's participation information and tracking services are comprehensive and, in particular, that they provide a practical basis for identifying and supporting young people who are at risk of not participating in EET or who are NEET.</p> <p>Lead Officer: Paul King</p>	<p>Implement any changes required to ensure that the Borough's participation information and tracking services are comprehensive and able to support the timely identification of young people who are at risk of not participating in EET or who are NEET.</p> <p>Consult with schools and colleges on the outcome of RONI (Risk of Neet Indicators) analysis as a basis for agreeing a trial to introduce RONI as a basis for targeted early intervention work.</p>	<p>Trial the application of RONI as a basis for targeted early intervention work.</p>

Ensure high quality provision continues for those leaving school and others over the school leaving age whether through preparation for employment, apprenticeships or higher education; Education Commitments 7 – 10

This will be achieved by:		
	Actions for 2013	
Aims	Summer Term	Autumn Term
<p>Summer Term Update September 2013</p> <p>Green</p>	<p>Bromley Education Business Partnership (BEBP) maintains extensive data management systems including attendance tracking for flexible learning/work experience opportunities delivered by BEBP.</p> <p>Data extracted enabled the referral of 200+ Year 11 leavers to the Bromley Youth Support Programme and enabled tracking of the BEBP programme participants through to age 19 with 3,686 interventions recorded for the period (telephone calls, letters and face to face contacts).</p> <p>BYSP has scheduled a programme of school visits for the autumn term to introduce the 'at Risk of NEET Indicators' (RONIS) to schools and to agree processes for a) early identification of students at risk of NEET and b) early notification of 6th form drop outs.</p>	
<p>Provide young people with opportunities to enter employment through the creation of the three year Bromley youth employment programme aimed at unemployed residents aged 18 -24 by way of apprenticeships and internships.</p> <p>Lead Officer: Hannah Jackson</p>	<p>Report the first quarterly monitoring report on the provider's performance to the Participation in Education, Employment or Training (PEET) panel and undertake further contract monitoring activity as appropriate.</p>	<p>Report the second quarterly monitoring report on the provider's performance to the PEET panel and undertake further contract monitoring activity as appropriate.</p>
<p>Summer Term Update September 2013</p> <p>Amber</p>	<p>The project was launched as planned however subsequent progress commenced later than anticipated leading to a review of milestones. The Participation in Education, Employment and Training (PEET) panel continue to monitor progress on a bi-monthly basis and a full report will be provided to Executive and Resources PDS on 13th November.</p>	

Ensure high quality provision continues for those leaving school and others over the school leaving age whether through preparation for employment, apprenticeships or higher education; Education Commitments 7 – 10

This will be achieved by:		
	Actions for 2013	
Aims	Summer Term	Autumn Term
<p>Ensure that BAEC meets the targets set by the SFA to deliver approved qualifications for adult learners. Courses include: level 1 courses for adults referred by Job Centre Plus (JCP) to help support them into employment, adult basic skills (literacy, numeracy and English language), ICT, business and administration, and independent living courses for adults with learning difficulties.</p> <p>Lead Officer: Carol Arnfield, Head of Service, Adult Education</p>	<p>Review progress made towards Skills Funding Agency (SFA) allocation targets in spring term. Plan interventions if underperformance identified (provision in addition to that listed below)</p> <p>Key targets for summer term</p> <ul style="list-style-type: none"> • 15 new JCP targeted courses • 10 ICT, Business & Admin • 5 new language courses <p>Plan SFA funded provision for autumn term to meet 2013/14 SFA funding targets</p> <p>Prepare a report for the Education Portfolio Holder on the future options of the BAEC.</p>	<p>Submit final data return to SFA reporting end of 2012/13 full year performance.</p> <p>Review progress against enrolment targets for full year courses (adult basic skills and independent living courses for adults with learning difficulties).</p>

Ensure high quality provision continues for those leaving school and others over the school leaving age whether through preparation for employment, apprenticeships or higher education; Education Commitments 7 – 10

This will be achieved by:		
	Actions for 2013	
Aims	Summer Term	Autumn Term
<p>Summer Term Update September 2013</p> <p>Green</p>	<p>Skills Funding Agency (SFA) funding targets reviewed and on target to be met by submission of final return. 23 targeted accredited courses ran including Retail, CV, Job Search and Interview Skills, Child Care, Adult Social Care, Hospitality and Universal Job Match. In addition, there were 10 ICT and Office Skills, 3 Level 1 Book Keeping and 1 Level 1 Business accredited courses run during the summer term.</p> <p>7 new language courses were planned of which 4 ran (3 attracted insufficient numbers to be viable) including 2 which were week long intensive courses in basic Spanish and French, which was a new mode of delivery for the BAEC.</p> <p>A programme of courses to meet the SFA rules is planned for 2013/14. Enrolment for 2013/14 opened on 10th June 2013 and the printed brochure commenced circulation on 2nd July 2013.</p> <p>As at 31st July 2013, the provisional retention rate for adult skills courses (post 16 years) was 92% and the provisional attendance figure was 87%.</p> <p>A report on the 'Broader Examination of the Role of Bromley Adult Education College and Lifelong Learning' was presented at the Education PDS meeting on 3rd July (report item ED 13068 Education PDS 2nd July 2013 - Item 8e)</p>	

Ensure high quality provision continues for those leaving school and others over the school leaving age whether through preparation for employment, apprenticeships or higher education; Education Commitments 7 – 10

This will be achieved by:		
	Actions for 2013	
Aims	Summer Term	Autumn Term
We will measure achievement by:		
<p>At the end of the Summer Term the Borough will have a comprehensive overview of support that is available to young people in Bromley to enable them to participate in EET. By Dec 2013</p> <ul style="list-style-type: none"> • the Borough will know the EET participation school leavers for 95% of all school leavers and others of school leaving age; • more than 85% of all school leavers and others of school leaving age will be in EET <p>At the end of the three year project (2013-2016) a minimum of 80 eligible participants are employed as an apprentice or an intern a minimum of:</p> <ul style="list-style-type: none"> • 70% of the total number of participants achieve sustainable employment; • 80% of apprentices achieve an industry recognised qualification within a framework recognised by the National Apprenticeship Service • 50% of interns complete 18 hours or more of continuous professional development <p>Adult Education College (available at the end of the Summer Term reported in Autumn):</p> <ul style="list-style-type: none"> • retention at adult skills courses for post 16 years is greater than 90% • attendance at adult skills courses for post 16 years is greater than 84% • achievement at adult skills courses for post 16 years is greater than 83% 		

Glossary of Terms - Education Portfolio Priorities Summer Term Update

AD	Assistant Director
ASD	Autistic Spectrum Disorder
BAEC	Bromley Adult Education College
BEBP	Bromley Education Business Partnership
BSWG	Behaviour Services Working Group
BYSP	Bromley Youth Support Programme
CAF	Common Assessment Framework
CE	Church of England
CPD	Continuing Professional Development
DFE	Department for Education
EET	Education, Employment or Training
EHC	Education, Health and Care
IAG	Information, Advice and Guidance
INSET	In Service Training Day
JCP	Job Centre Plus
LA	Local Authority
LAC	Looked after Children
LBB	London Borough of Bromley
LDD	Learning Difficulties and/or Disabilities
MAT	Multi Academy Trust
NEET	Not in Education, Employment or Training
NQT	Newly Qualified Teachers
PAP	Pre Apprenticeship Programme
PDS	Policy, Development and Scrutiny
PEET	Participation in Education, Employment or Training
PSAG	Primary Schools Advisory Group
RC	Roman Catholic
RONIS	Risk of NEET Indicators
RPA	Raising the Participation Age
SEN	Special Educational Needs
SEND	Special Educational Needs and Disability
SFA	Skills Funding Agency
UTC	University Technical College
VFM	Value for Money
YOT	Youth Offending Team