

Education Portfolio Priorities

(Including the Education Covenant & Commitments)

January – December 2014

DRAFT

Contents

Education Covenant	3
Education Commitments	5
Promote educational opportunity in the borough ensuring all families have a choice of good and outstanding schools and early years providers	7
Work with governing bodies, the Department for education and others to expand popular and successful schools and create additional early years capacity	11
Use the academy and Free School programme to promote and develop further that choice	14
Support all maintained schools to enter into the academy programme to allow them to benefit from the opportunities it presents	15
Encourage parents, faith groups and others to work with the borough to increase the range & diversity of the outstanding schools on offer	18
Ensure those pupils with special educational needs have good outcomes	20
Ensure high quality provision continues for the vulnerable, those leaving school and others over the school leaving age whether through preparation for employment, apprenticeships or higher education	24

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).

<p><u>Priorities</u> →</p> <p>↓ <u>Commitments</u></p>	<p>1 Promote educational opportunity in the borough ensuring all families have a choice of good and outstanding schools and early years providers</p>	<p>2 Work with governing bodies, the Department for Education and others to expand popular and successful schools</p>	<p>3 Use the academy and free school programme to promote and develop further that choice</p>	<p>4 Support all maintained schools to enter into the academy programme to allow them to benefit from the opportunities it presents</p>	<p>5 Encourage parents, faith groups, and others to work with the borough to increase the range and diversity of the outstanding schools on offer</p>	<p>6 Ensure those pupils with special educational needs have good outcomes</p>	<p>7 Ensure high quality provision continues for vulnerable groups, those leaving school and others over the school leaving age, whether through preparation for employment, apprenticeships or higher education</p>
<p>1 We believe in the right of parents (where practicable) to have as much choice of schools as possible including faith schools</p>	✓	✓					
<p>2 We will support and encourage all Bromley LA schools to convert to academy status</p>			✓	✓			
<p>3 We support the creation of 'Free Schools' and, where appropriate, will encourage local parents to apply for one</p>			✓		✓		
<p>4 We will continue to support the expansion of selective education, including Grammar Schools, in particular in the central and northern part of the borough</p>		✓	✓				
<p>5 We will continue to improve the provision of SEN education in the borough</p>						✓	
<p>6 We support the concept of an education voucher system which gives additional support to children with different educational needs, including academically gifted pupils</p>						✓	
<p>7 We will continue to encourage all Bromley secondary schools to ensure that all suitable pupils are prepared for the universities which best meet their aspirations</p>							✓
<p>8 We support the concept of a University Technical College (UTC) providing high quality technical education for 14-19 year olds</p>							✓
<p>9 We support the creation of 'modern apprenticeships' for a wide variety of skilled trades</p>							✓

<p><u>Priorities</u> →</p> <p><u>Commitments</u> ↓</p>	<p>1 Promote educational opportunity in the borough ensuring all families have a choice of good and outstanding schools and early years providers</p>	<p>2 Work with governing bodies, the Department for Education and others to expand popular and successful schools</p>	<p>3 Use the academy and free school programme to promote and develop further that choice</p>	<p>4 Support all maintained schools to enter into the academy programme to allow them to benefit from the opportunities it presents</p>	<p>5 Encourage parents, faith groups, and others to work with the borough to increase the range and diversity of the outstanding schools on offer</p>	<p>6 Ensure those pupils with special educational needs have good outcomes</p>	<p>7 Ensure high quality provision continues for vulnerable groups, those leaving school and others over the school leaving age, whether through preparation for employment, apprenticeships or higher education</p>
<p>10 We support the concept of 'lifelong learning' and the important work of adult education</p>							<p>✓</p>
<p>11 We support schools in ensuring that all teachers and other staff are competent in their role</p>	<p>✓</p>						
<p>12 We support schools in maintaining good discipline</p>	<p>✓</p>						
<p>13 We work to improve school governance</p>		<p>✓</p>					
<p>14 We work to improve the chances for under performing children, particularly in the early and primary years and will work to encourage the continuing development of high quality early years provision in the Borough through existing and new primary and voluntary providers</p>	<p>✓</p>						
<p>15 We encourage schools to identify children with exceptional talents or academic ability and ensure that their needs are provided for</p>						<p>✓</p>	
<p>16 We support changes to improve the quality and rigour of the exam system</p>	<p>✓</p>						
<p>17 We 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</p>	<p>✓</p>						

Note:- Ticks are hyperlinked to the relevant Priority

Priority 1

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:

Aims	Actions for 2014		
	Spring Term	Summer Term	Autumn Term
<p>Aim 1a Undertake a process of market testing for the Admissions and School Improvement Services, developing recommendations for the future delivery and quality monitoring of these services</p> <p>Lead Officer: Laurence Downes, Commissioner</p>	<p>Develop specifications for each service, with input from service teams, and engagement from key stakeholders (including, but not limited to schools, early years providers, parents and children)</p> <p>Develop a procurement plan for the market testing tendering process, finalising relevant financial and legal considerations. Seek Member approval for the procurement plan and proposed specifications as appropriate</p>	<p>Market testing tendering in process</p>	<p>Report back to Members on the outcome of the market testing exercise, presenting recommendations for consideration on the future delivery of services based on a 'best value' approach</p>

Priority 1			
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:			
Aims	Actions for 2014		
	Spring Term	Summer Term	Autumn Term
<p>Aim 1b Through a continuous review of school categorisation based on risk, agree intervention and support to ensure improvement in under-performing schools</p> <p>Provide intensive support to Category 4 (High Priority) schools, building capacity to bring about the necessary improvements with achievements and standards</p> <p>Lead Officer: Nina Newell Head of Schools and Early Years Commissioning and Quality Assurance</p>	<p>Ensure sufficient resource is in place to provide intensive support to high priority under performing schools as required, commissioned either through in-house resource or through a flexible framework of specialist school improvement advisors</p> <p>Provide ring fenced resources to support action plans in under performing schools. Monitored by Primary Schools Advisory Group (PSAG)</p> <p>Finalise Local Authority Self Evaluation Framework (SEF) for school improvement, in line with Ofsted requirements, and develop action plan</p>	<p>Provide an update to Education PDS on the schools identified as under performing</p> <p>Half termly Primary Support Team meetings led by Head of Service to plan levels of school support and evaluate impact</p> <p>'High priority' challenge meeting with the Head Teacher, Chair of Governors, Head of Service and Assistant Director</p> <p>Half termly Primary Support Advisory Group meetings to identify schools which may require early intervention</p>	<p>Improvements to under performing schools reported to Education PDS</p> <p>Half termly Primary Support Team meetings led by Head of Service to plan levels of school support and evaluate impact</p> <p>'High priority' challenge meeting with the Head Teacher, Chair of Governors, Head of Service and Assistant Director</p> <p>Half termly Primary Support Advisory Group meetings to identify schools which may require early intervention</p>

Priority 1

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:

Aims	Actions for 2014		
	Spring Term	Summer Term	Autumn Term
<p>Aim 1c Undertake a programme of support and challenge for Early Years providers (including child minders), in line with revised statutory requirements, focusing on those achieving 'below good' in Ofsted and those taking two year olds</p> <p>Lead Officer: Nina Newell Head of Schools and Early Years Commissioning and Quality Assurance</p>	<p>In conjunction with Bromley Adult Education College, deliver the 'Child Minding: Understand how to set up a home based child care service' module to prospective child minders who wish to practice in the borough</p> <p>5 courses planned for Spring term (max 15 places each course)</p> <p>Develop the self assessment Quality Improvement Programme (QIP) and safeguarding audit tools to enable providers to assess their service in line with Ofsted and Early Years Foundations Stage requirements. Analyse responses and identify training needs</p>	<p>In conjunction with Bromley Adult Education College, deliver the 'Child Minding: Understand how to set up a home based child care service' module to prospective child minders who wish to practice in the borough</p> <p>4 courses planned for Summer term (max 15 places each course)</p> <p>Deliver focused support in individual settings and group workshops as identified by the QIP and safeguarding audit tools</p>	<p>In conjunction with Bromley Adult Education College, deliver the 'Child Minding: Understand how to set up a home based child care service' module to prospective child minders who wish to practice in the borough</p> <p>4-5 courses planned for Autumn term (max 15 places each course)</p> <p>Deliver focused support in individual settings and group workshops as identified by the QIP and safeguarding audit tools</p>

Priority 1

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:

Aims	Actions for 2014		
	Spring Term	Summer Term	Autumn Term
<p>Aim 1d Ensure, through ongoing review, the efficiency of the admissions service both to schools and parents</p> <p>Lead Officer: Iain Johncock Head of Strategic Place Planning</p>	<p>Through partnership working with schools and early years providers, proactively implement the on line application process to increase the number of on line applications to primary and secondary schools</p> <p>The aim is to receive 85% of applications on line from 2014 (2013 figures – primary 64%, secondary 49%)</p> <p>Undertake advertising poster campaign on public transport encouraging on line admissions</p>		

We will measure achievement by:

Zero schools will be causing concern by 2015
 No school will remain in a high priority category for more than 18 months
 85% of on time school applications to be submitted on line for 2014 admissions

Priority 2**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:**

Aims	Actions for 2014		
	Spring Term	Summer Term	Autumn Term
Aim 2a Undertake a process of market testing for Governor and Early Years Services, developing recommendations for the future delivery and quality monitoring of these services Lead Officer: Laurence Downes, Commissioner	Develop specifications for each service, with input from service teams, and engagement from key stakeholders (including, but not limited to schools, early years providers, parents and children) Develop a procurement plan for the market testing tendering process, finalising relevant financial and legal considerations. Seek Member approval for the procurement plan and proposed specifications as appropriate	Market testing tendering in process	Report back to Members on the outcome of the market testing exercise, presenting recommendations for consideration on the future delivery of services based on a 'best value' approach

Priority 2

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:

Aims	Actions for 2014		
	Spring Term	Summer Term	Autumn Term
<p>Aim 2b Implementation of the Primary Schools development plan (including expansions) will provide additional reception places for September 2014 and beyond</p> <p>Lead Officer: Iain Johncock Head of Strategic Place Planning</p>	<p>Keep under review the number of school places to ensure a sufficient supply to meet current and forecast demand for all on time applicants</p> <p>(2013 – 3,820 on time applications 2018 – 4,041 projected)</p> <p>Update on Proposed School Expansions for 2014/15</p> <p>From the initial cohort of 13 schools identified for expansion and feasibility studies to assess the scope and cost of school enlargement, finalise the programme of summer delivery</p> <p>Basic Need Programme Update Report 6 (17th September 2013)</p>	<p>Place planning commences with consideration of 2015 and beyond</p> <p>Deliver the basic needs programme as defined in the Spring term</p>	<p>Report 'Updated Primary Schools Development Plan' to Education PDS in light of primary admissions for 2014/15, taking into account revised population projections and making further recommendations for changes in primary school capacity for admissions in the school year 2014/15</p> <p>Review basic need programme, designing and developing school enlargement options to meet the expansion needs of the Primary School Development Plan</p>
<p>Aim 2c Development of the strategic plan to create additional secondary school places 2016 – 22 (inc feasibility study)</p> <p>Lead Officer: Iain Johncock Head of Strategic Place Planning</p>	<p>Following consultation with Head Teachers during October/November 2013, present 'Strategic Plan – Development of Secondary School Places 2016-2022' paper to Education PDS detailing proposals for expansion</p>	<p>Commence implementation of Strategic Plan recommendations</p>	<p>Update Education PDS on the implementation of the strategic plan.</p>

Priority 2

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:

Aims	Actions for 2014		
	Spring Term	Summer Term	Autumn Term
<p>Aim 2d Build capacity to deliver an additional 600 places (1200 overall) for two year olds within the private, voluntary, independent and maintained early years provision by September 2014</p> <p>Lead Officer: Nina Newell Head of Schools and Early Years Commissioning and Quality Assurance</p>	<p>Actively support the development of early years provision via the small business model in Bromley thorough:-</p> <ul style="list-style-type: none"> - Support to prospective new providers - Collaborative working with the Planning department - Potential sale or lease of LBB owned sites <p>Report sufficiency of childcare and free early education across the borough to Education PDS</p>	<p>Implement adopted schemes to create additional places by autumn 2014</p>	

We will measure achievement by:

All on time applicants are able to receive a school place within published timescales (2013 - all 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).
Increase the number of early years places by an additional 600 (1200 overall) by September 2014

Priority 3			
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:			
Aims	Actions for 2014		
	Spring Term	Summer Term	Autumn Term
<p>Aim 3a Support organisations to open Free Schools, (including identification of potential sites in areas of basic need)</p> <p>(Application phases January 2014 and May 2014 for proposed Free Schools opening in 2015)</p> <p>Lead Officer: Jo Twine Interim Project Manager Academies and Free Schools</p>	<p>Support Langley Park Boys and Girls schools with progression of joint application to provide a two form entry Primary Free School on their grounds in 2015</p> <p>Work with the Secondary Schools Consultative Group on proposals for a Secondary Free School</p> <p>Support any other schools wishing to submit applications for a Free School</p> <p>Report to Education PDS updating on Free School submissions</p>	<p>Support the schools who have submitted applications for Free Schools in their interviews with the DfE to be held this term</p> <p>Report to Education PDS updating on Free School submissions</p>	<p>Support the schools who have submitted applications for Free Schools with their land and property matters</p> <p>Report to Education PDS updating on Free School submissions</p>
<p>Aim 3b Promote partnership working for school improvement. Ensuring that school improvement opportunities are sustained into the future (VfM).</p> <p>Lead Officer: Nina Newell Head of Schools and Early Years Commissioning and Quality Assurance</p>	<p>In partnership with academies and training schools, pilot delivery of forums to support new Head Teachers in the borough</p>		
We will measure achievement by:			
<p>All schools involved in a collaborative developing structure to move forward to become academies. Three or more Free School providers exploring opportunities within Borough.</p>			

Priority 4			
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:			
Aims	Actions for 2014		
	Spring Term	Summer Term	Autumn Term
<p>Aim 4a Undertake a process of market testing for Workforce Development, developing recommendations for the future delivery and quality monitoring of the service</p> <p>Lead Officer: Laurence Downes, Commissioner</p>	<p>Develop specifications for the service, with input from service teams, and engagement from key stakeholders</p> <p>Develop a procurement plan for the market testing tendering process, finalising relevant financial and legal considerations. Seek Member approval for the procurement plan and proposed specifications as appropriate</p>	<p>Market testing tendering in process</p>	<p>Report back to Members on the outcome of the market testing exercise, presenting recommendations for consideration on the future delivery of services based on a 'best value' approach</p>

Priority 4

**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:

Aims	Actions for 2014		
	Spring Term	Summer Term	Autumn Term
<p>Aim 4b Support all financially viable schools to convert to academy status by December 2015</p> <p>Ensure that all remaining primary schools are in discussion with the Local Authority on federations/sponsors by December 2015</p> <p>(Primary schools conversion status as at 7th October 2013 :- 23 (31%), converted 13 (18%), conversion in progress 11 (15%), potential conversion 27 (36%), maintained)</p> <p>Lead Officer: Jo Twine Interim Project Manager Academies and Free Schools</p>	<p>Explore all options with maintained schools for conversion to academy status, including formal and informal collaborative groups</p> <p>Facilitate partnership arrangements between primary and secondary academies with schools yet to convert</p> <p>Provide packages of support (HR/Finance/Legal/Brokerage) to schools proactively converting and tailored support to the 'hard to reach' sector</p> <p>Positively support popular outstanding schools to become local academy sponsors (two per term)</p> <p>Report to Education PDS updating on Academy progress</p>	<p>Explore all options with maintained schools for conversion to academy status, including formal and informal collaborative groups</p> <p>Facilitate partnership arrangements between primary and secondary academies with schools yet to convert</p> <p>Provide packages of support (HR/Finance/Legal/Brokerage) to schools proactively converting and tailored support to the 'hard to reach' sector</p> <p>Positively support popular outstanding schools to become local academy sponsors (two per term)</p> <p>Report to Education PDS updating on Academy progress</p>	<p>Explore all options with maintained schools for conversion to academy status, including formal and informal collaborative groups</p> <p>Facilitate partnership arrangements between primary and secondary academies with schools yet to convert</p> <p>Provide packages of support (HR/Finance/Legal/Brokerage) to schools proactively converting and tailored support to the 'hard to reach' sector</p> <p>Positively support popular outstanding schools to become local academy sponsors (two per term)</p> <p>Report to Education PDS updating on Academy progress</p>

Priority 4

**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:

Aims	Actions for 2014		
	Spring Term	Summer Term	Autumn Term
<p>Aim 4c Work with the Archdiocese of Southwark to enable the Catholic cluster of schools to move forward to become academies</p> <p>(Primary school RC conversion status as at 7th October 2013 :- Converted - 1 Application received by DfE – 5 No formal application – 2)</p> <p>Work with the Diocese of Rochester to enable the Church of England (CE) cluster of schools to move forward to become academies</p> <p>(Primary school CE conversion status as at 7th October 2013 :- Academy Order received - 1 No formal application – 6)</p> <p>Lead Officer: Jo Twine Interim Project Manager Academies and Free Schools</p>	<p>Support a minimum of one CE school per term to achieve academy status</p> <p>Maintain dialogue with the Archdiocese providing support as required</p>	<p>Support a minimum of one CE school per term to achieve academy status</p> <p>Maintain dialogue with the Archdiocese providing support as required</p>	<p>Support a minimum of one C of E school per term to achieve academy status</p> <p>Maintain dialogue with the Archdiocese providing support as required</p>

We will measure achievement by:

December 2015 all Bromley schools that are financially viable will be academies.
December 2015 all remaining maintained primary schools will be in discussions with the LA on Federations/sponsors.
The range of models will include standalone convertors, MAT, Umbrella Trusts, informal partnerships, Federations and sponsored academies.

Priority 5

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:

Aims	Actions for 2014		
	Spring Term	Summer Term	Autumn Term
<p>Aim 5a Support the Diocese of Rochester to undertake primary school expansion in the borough</p> <p>Lead Officer: Jo Twine Interim Project Manager Academies and Free Schools</p>	<p>Support Bishop Justus with the progression of an application for a 2 Form Entry Free School in an area of basic need in Bromley</p>	<p>Support Bishop Justus with the progression of an application for a 2 Form Entry Free School in an area of basic need in Bromley</p>	<p>Support Bishop Justus with the progression of an application for a 2 Form Entry Free School in an area of basic need in Bromley</p>
<p>Aim 5b Support the Archdiocese of Southwark as to the feasibility of secondary school expansion in the borough</p> <p>Lead Officer: Jo Twine Interim Project Manager Academies and Free Schools</p>	<p>Work with the Archdiocese of Southwark on proposals for a Catholic Secondary Free School</p>	<p>Work with the Archdiocese of Southwark on proposals for a Catholic Secondary Free School</p>	<p>Work with the Archdiocese of Southwark on proposals for a Catholic Secondary Free School</p>

Priority 5

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:

Aims	Actions for 2014		
	Spring Term	Summer Term	Autumn Term
<p>Aim 5c 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 Head of Schools and Early Years Commissioning and Quality Assurance</p>	<p>Deliver a package of support to the two RC and one CE 'high priority' schools</p>	<p>Undertake annual categorisation process and work in partnership with the Diocese and Archdiocese in delivering a package of support to schools identified as under performing</p>	<p>Work in partnership with the Diocese and Archdiocese in delivering a package of support to schools identified as under performing in the summer term annual categorisation process</p>

We will measure achievement by:

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.

Priority 6**Ensure those pupils with special educational needs have good outcomes; Education Commitments 5, 6 and 15****This will be achieved by:**

Aims	Actions for 2014		
	Spring Term	Summer Term	Autumn Term
<p>Aim 6a Undertake a process of market testing for SEN Inclusion Support, developing recommendations for the future delivery and quality monitoring of this service</p> <p>Lead Officer: Laurence Downes, Commissioner</p>	<p>Develop specifications for the service, with input from service teams, and engagement from key stakeholders (including, but not limited to schools, early years providers, parents and children)</p> <p>Develop a procurement plan for the market testing tendering process, finalising relevant financial and legal considerations. Seek Member approval for the procurement plan and proposed specifications as appropriate</p>	<p>Market testing tendering in process</p>	<p>Report back to Members on the outcome of the market testing exercise, presenting recommendations for consideration on the future delivery of services based on a 'best value' approach</p>
<p>Aim 6b Commence discussions with relevant schools on management arrangements for the primary and secondary hearing impairment units</p> <p>Lead Officer: Laurence Downes, Commissioner</p>	<p>Discussions with relevant schools in progress</p>	<p>Development of recommendations for consideration by Members</p>	<p>Implementation of recommendations</p>

Priority 6**Ensure those pupils with special educational needs have good outcomes; Education Commitments 5, 6 and 15****This will be achieved by:**

Aims	Actions for 2014		
	Spring Term	Summer Term	Autumn Term
<p>Aim 6c Implement the SEN Education Reform as laid out in the Children and Families Bill. Commence the process for transition of Statements of Special Educational Needs to Education, Health and Care (EHC) plans</p> <p>Lead Officer: Mary Çava Head of SEN and Disability</p>	<p>Establish the framework for transition of Statements of Special Educational Need to Education, Health and Care (EHC) plans</p>	<p>Roll out Education, Health and Care plans in line with annual reviews</p> <p>All new assessments will follow the Education, Health and Care framework</p>	<p>Roll out Education, Health and Care plans in line with annual reviews</p> <p>All new assessments will follow the Education, Health and Care framework</p>
<p>Aim 6d Establish the SEN local offer provision of both schools and the Local Authority as specified in the draft Special Educational Needs (SEN) Code of Practice for 0-25 year olds (Oct 2013)</p> <p>Lead Officer: Mary Çava Head of SEN and Disability</p>	<p>Publication of the SEN Local Authority local offer defining thresholds of SEN and top up resource available to meet needs</p> <p>Publish guidance documentation for schools to access top up funding</p> <p>Facilitate a workshop with Special Educational Needs Coordinators to ensure understanding of the process</p> <p>Implement template with schools to enable them to meet DfE requirements on information provision for their SEN local offer</p>	<p>Publication of the School local offer</p>	

Priority 6**Ensure those pupils with special educational needs have good outcomes; Education Commitments 5, 6 and 15****This will be achieved by:**

Aims	Actions for 2014		
	Spring Term	Summer Term	Autumn Term
<p>Aim 6e Expand the Glebe School by two forms of entry from September 2014 to extend good practice and high quality provision for children with Autistic Spectrum Disorder (ASD)</p> <p>Lead Officer: Mary Çava Head of SEN and Disability</p>	<p>Building works to be undertaken to deliver additional capacity</p> <p>Support school with preparation for additional 16 Autistic Spectrum Disorder (ASD) pupils from September 2014</p>	<p>Building works to be undertaken to deliver additional capacity</p> <p>Support school with preparation for additional 16 Autistic Spectrum Disorder (ASD) pupils from September 2014</p>	<p>Opening of expanded Glebe School</p>
<p>Aim 6f In conjunction with Croydon, Merton and Bexley, proactively manage SEN educational placements with the independent market focusing on market development, negotiation and commissioning strategies, modelling future demand and sharing best practice. Use collective 'voice' to negotiate consistency in practice as well as seeking increased value for money.</p> <p>Lead Officer: Mary Çava Head of SEN and Disability</p>	<p>Undertake a review of eight schools using outcomes to drive local market provision and ensure consistency and cost effectiveness of placements</p> <p>Use review data to develop a value for money market to meet future need and shape place planning</p>	<p>Undertake a review of eight schools (per borough) using outcomes to drive local market provision and ensure consistency and cost effectiveness of placements</p> <p>Use review data to develop a value for money market to meet future need and shape place planning</p>	

Priority 6**Ensure those pupils with special educational needs have good outcomes; Education Commitments 5, 6 and 15****This will be achieved by:**

Aims	Actions for 2014		
	Spring Term	Summer Term	Autumn Term
Aim 6g Enable young people with more complex Learning Difficulties and/or Disabilities (LDD) to live, learn and work within their own community by developing mixed education packages across mainstream and specialist provision Lead Officer: Debi Christie, Commissioning Manager (Specialist Provision)	Identification of a small cohort of young people (maximum six) with more complex needs, leaving school in July 2014 requiring a mixed education package across mainstream and specialist to enable them to remain within their local community. Meetings between Bromley College, Nash College and the Local Authority to develop packages of support	Packages of support developed and agreed and detailed in each young person's Education, Health and Care Plan. Provision/support commissioned through the 2014/15 High Needs Student (HNS) placement process	Young people move from school to their further education placement, with appropriate package of support in place to meet need

We will measure achievement by:

September 2014:

- Reduction in reliance on out borough placements for ASD complex and Aspergers Syndrome
- 16 additional ASD places at Glebe School
- 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.

Priority 7

Ensure high quality provision continues for vulnerable groups, 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:

Aims	Actions for 2014		
	Spring Term	Summer Term	Autumn Term
<p>Aim 7a Undertake a process of market testing for the Behaviour Service, developing recommendations for the future delivery and quality monitoring of this service</p> <p>Lead Officer: Laurence Downes, Commissioner</p>	<p>Develop specifications for each service, with input from service teams, and engagement from key stakeholders (including, but not limited to schools, parents and children)</p> <p>Develop a procurement plan for the market testing tendering process, finalising relevant financial and legal considerations. Seek Member approval for the procurement plan and proposed specifications as appropriate</p>	<p>Market testing tendering in process</p>	<p>Report back to Members on the outcome of the market testing exercise, presenting recommendations for consideration on the future delivery of services based on a 'best value' approach</p>
<p>Aim 7b Undertake a full market test of the Bromley Adult Education Service, to establish the opportunities for maintaining high quality education opportunities, representing good value for money for the local authority, taxpayers and clients of the service</p> <p>Lead Officer: Debi Christie, Commissioning Manager (Specialist Provision)</p>	<p>Approach and timeline outlined and options appraisal completed, resulting in a preferred service specification option presented to Education PDS for endorsement</p>	<p>Outcome of market testing exercise and best value analysis completed, presented to Education PDS for decision to appoint and contract</p>	<p>Contract negotiations complete and contract commences with smooth transition from existing to new service</p>

Priority 7

Ensure high quality provision continues for vulnerable groups, 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:

Aims	Actions for 2014		
	Spring Term	Summer Term	Autumn Term
<p>Aim 7c In conjunction with Job Centre Plus (JCP), deliver approved qualification courses for adult learners designed with employability in mind</p> <p>Lead Officer: Carol Arnfield, Head of Service, Adult Education</p>	<p>Review progress made towards Skills Funding Agency allocation targets in autumn term. Plan interventions if underperformance identified (provision in addition to that listed below)</p> <p>Key targets for Spring term:</p> <ul style="list-style-type: none"> • 5 CV Writing courses • 5 Level 1 Award in Computing courses • 2 Level 1 Award in Retail courses • 3 Job Search and Interview Skills courses • 3 Level 1 Office Skills courses 	<p>Review progress made towards Skills Funding Agency 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"> • 5 CV Writing courses • 5 Level 1 Award in Computing courses • 2 Level 1 Award in Retail courses • 3 Job Search and Interview Skills courses • 3 Level 1 Office Skills courses <p>Plan SFA funded provision for autumn term to meet 2014/15 SFA funding targets</p>	<p>Submit final data return to Skills Funding Agency reporting end of 2013/14 full year performance</p> <p>Review progress against enrolment targets for full year courses</p>

Priority 7

Ensure high quality provision continues for vulnerable groups, 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:

Aims	Actions for 2014		
	Spring Term	Summer Term	Autumn Term
<p>Aim 7d In partnership with the voluntary and third sector, devise and deliver a programme of educational support for 'hard to reach' groups</p> <p>Lead Officer: Carol Arnfield, Head of Service, Adult Education</p>	<p>Develop and deliver a programme of courses enriching life and enhancing employment opportunities</p> <p>Key targets for Spring term</p> <ul style="list-style-type: none"> • Work with 10 partners to deliver 20 enrichment courses including <ul style="list-style-type: none"> - basic IT/digital literacy - health and fitness - arts and crafts - cookery - sewing skills <p>To support:-</p> <ul style="list-style-type: none"> - learners with learning difficulties/disabilities - learners with mental health issues - unpaid carers - gipsy and travellers - 3 BME groups <ul style="list-style-type: none"> • In partnership with the LBB employment and skills team at Mottingham and Cotmandene outreach centres, deliver a programme of 8 courses to include Family Learning, personal development, and basic IT 	<p>Develop and deliver a programme of courses enriching life and enhancing employment opportunities</p> <p>Key targets for Summer term</p> <ul style="list-style-type: none"> • Work with 1 new partner delivering basic IT to low income families • Work with 11 partners to deliver 23 enrichment courses 	<p>Undertake a needs analysis of 'hard to reach' groups for targeted provision for 2014/15</p> <p>Develop and deliver a programme of courses enriching life and enhancing employment opportunities in response to needs analysis</p>

Priority 7

Ensure high quality provision continues for vulnerable groups, 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:

Aims	Actions for 2014		
	Spring Term	Summer Term	Autumn Term
<p>Aim 7e In partnership with local providers and further education colleges, build on the recently approved alternative provision for Key Stage 4 pupils to minimise the numbers 'Not in Education, Employment or Training' (NEET)</p> <p>Lead Officer: John Burrell KS4 Alternative Provision Manager</p>	<p>Work with cohort to maximise likelihood of remaining in education, employment and training</p>	<p>Work with cohort to ensure that they remain in education, employment and training</p> <p>Undertake needs analysis to ensure provision for 2014/15 academic year is sufficient in both terms of places and breadth of subjects covered. Where appropriate, commission additional provision from partner organisations</p>	<p>Work with cohort to maximise likelihood of remaining in education, employment and training</p>
<p>Aim 7f Review provision of home/hospital and respite education services to students unable to attend mainstream school. Aim to :- - improve outcomes for individuals, - promote social inclusion - minimise the numbers 'Not in Education, Employment or Training'</p> <p>This action will feed into the Behaviour Services element of the Commissioning Programme</p> <p>Lead Officer: John Burrell KS4 Alternative Provision Manager</p>	<p>In partnership with service users, review existing provision to minimise the numbers 'Not in Education, Employment or Training'</p>	<p>In partnership with providers, commission provision to minimise the numbers 'Not in Education, Employment or Training'</p>	<p>In partnership with providers, commission provision to minimise the numbers 'Not in Education, Employment or Training'</p>

Priority 7

Ensure high quality provision continues for vulnerable groups, 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:

Aims	Actions for 2014		
	Spring Term	Summer Term	Autumn Term
<p>Aim 7g Embed the Raising the Participation Age (RPA) Strategy, Action Plan and Commissioning priorities</p> <p>Lead Officer: Paul King Head of Service, Bromley Youth Support Programme</p>	<p>RPA strategy presented to Members (to include progress against RPA Action Plan)</p> <p>Special report on NEET to Members</p> <p>Schools to be updated on the Local Authority's RPA strategy and briefed on the support available from the Local Authority and its partners to young people at the risk of NEET</p> <p>Identify and consult with stakeholders on the Local Authority's commissioning priorities to support full participation</p>	<p>Draft revised Action Plan for 2014-15</p>	<p>Review and report on progress against the Raising the Participation Age Action Plan</p>

Priority 7

Ensure high quality provision continues for vulnerable groups, 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:

Aims	Actions for 2014		
	Spring Term	Summer Term	Autumn Term
<p>Aim 7h 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 Head of Service, Bromley Youth Support Programme</p>	<p>Conduct a review of existing arrangements 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 risk of not participating in EET or who are NEET</p> <p>Refresh the Local Authority workforce's knowledge of tracking expectations and procedures</p>	<p>Implement any changes following review 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>Implement September Guarantee tracking exercise and ensure that those identified as without an order of EET for September are provided with support</p>	<p>Conduct annual survey of student destinations</p> <p>Conclude September Guarantee tracking exercise and ensure that all young people without an offer of EET are provided with support</p>
<p>Aim 7i 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 Project Officer, Renewal and Recreation</p>	<p>This aim is monitored and reported via the Renewal and Recreation Portfolio Plan</p> <p>Recreation and Renewal Portfolio Plan 2013/14 (Aim 3d page 23)</p>	<p>This aim is monitored and reported via the Renewal and Recreation Portfolio Plan</p> <p>Recreation and Renewal Portfolio Plan 2013/14 (Aim 3d page 23)</p>	<p>This aim is monitored and reported via the Renewal and Recreation Portfolio Plan</p> <p>Recreation and Renewal Portfolio Plan 2013/14 (Aim 3d page 23)</p>

Priority 7

Ensure high quality provision continues for vulnerable groups, 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:

Aims	Actions for 2014		
	Spring Term	Summer Term	Autumn Term

We will measure achievement by:

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 2014

- the Borough will know the EET participation of school leavers - 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

At the end of the three year project (2013-2016) a minimum of 66 apprenticeships and 132 internships

Adult Education College (available at the end of the Summer Term reported in Autumn):

- 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

AD	Assistant Director
ASD	Autistic Spectrum Disorder
BAEC	Bromley Adult Education College
BEBP	Bromley Education Business Partnership
BME	Black and Minority Ethnic
BYSP	Bromley Youth Support Programme
CE	Church of England
CPD	Continuing Professional Development
DFE	Department for Education
EET	Education, Employment or Training
EHC	Education, Health and Care
ESF	European Social Fund
HNS	High Needs Student
IAG	Information, Advice and Guidance
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
QIP	Quality Improvement Programme
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
VFM	Value for Money
YOT	Youth Offending Team