

Learning and Children's Services

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DIRECTOR'S REPORT TO SCHOOL GOVERNORS FOR THE SPRING TERM 2009

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Kingston
Children & Young People's Trust
Making a Difference Together



1. ENERGY STRATEGY AND SCHOOL RELATED ISSUES

An Energy Strategy for Kingston and Schools

1. Introduction

The Council has been developing an Energy Strategy for the borough. The draft document was approved at the November Executive for a six week consultation period. This report firstly presents a summary of the consultation and the key issues raised regarding schools.

The next stage is for the Council to finalise the Energy Strategy and develop a rolling implementation plan to secure delivery over the coming three years. Secondly, this report presents a series of programmes being developed where schools can contribute to delivering action against the key themes of the Energy Strategy.

2. Summary of Consultation Findings

Full Document available on the Scrutiny webpage, 20th January 2009, Attachment 2 "Consultation initial summary".

http://www.kingston.gov.uk/council_and_democracy/committeeminutes/moderngov.htm?mgl=ieListDocuments.aspx&CId=347&MId=5445&Ver=4

We received 54 responses to the Draft Energy Strategy from a range of sources. Groups and individuals responded via the formal questionnaire, provided a written response or contributed to discussions at meetings.

Schools were consulted as part of the following meetings:

- Kingston Strategic Partnership Children and Young People's Trust
- The Primary Heads Partnership Group and
- The Schools Premises Consultative Group

The consultation responses identified several key issues and actions. These included: Leading by Example, Planning, Retrofitting, Renewables, Decentralised Energy, Communication and Awareness, Partnership and Networking, Schools, Fuel Poverty, and Street lighting.

The points raised about schools from the consultation were

- Schools should be targeted for action as high energy users and key influencing organisations.
- Training for schools facilities managers was identified as a need.
- School managers were keen to help facilitate action both in relation to the curriculum and education and facilities management.
- The programmes for school improvements/refurbishments and Building schools for the Future were key triggers for action on energy and climate change.
- The issue of adequate resources and funding to support delivery was raised.

3. Schools and Action

The role of the School Governing Bodies in the Energy Strategy is to assist in recognising the benefits for schools. Schools can benefit from effective asset management, investment and maintenance of building and energy monitoring. Secondly, the community can benefit from the improved learning environment and the curriculum benefits to good energy education.

The maintenance programme for schools and the development to the Energy Strategy three year rolling Annual Implementation Plan are two methods to programme in action and identify priorities for schools.

4. Energy Management

Schools are expected to address Climate Change mitigation and adaptation. This involves reducing emissions of carbon dioxide (e.g. from fossil fuel used for heat and power) and preparing facilities for changing weather patterns (e.g. extreme heat events). Schools will need to consider building and maintenance works and changes to facilities management to do this. This involves

- Addressing the recommendations made by the Display Energy Certificate advisory report and prioritising action in line with maintenance programmes.
- Reducing Carbon Dioxide (and air pollutant) emissions as part of targets to be set for Local Authority operations as one of the Council's performance indicators (NI185).
- Measuring and monitoring energy and water consumption that can help identify excessive energy loads and unnecessary use of energy and indicate where action is advisable.

5. Schools and Energy Strategy Annual Implementation Plan (AIP)

As part of the development of the AIP the council has signed up to the Energy Saving Trust One-to-One Programme. The Programme will provide assistance to develop a strategic approach to sustainable energy across all Council services and activities.

This involves auditing activity within the Council against which recommendations can be made and assistance provided to set targets, timelines and responsibilities to achieve carbon dioxide emissions reductions.

The first stage of the programme is to collect data – to understand how we are performing strategically under four key areas

- Energy and climate change strategies
- Services (including housing, regeneration, planning and social care)
- Community Leadership
- Own Estates

Secondly, to secure action for the first year of the AIP Services are being requested to fill in a proforma of proposed actions that will contribute to the objectives of the Energy Strategy. These are actions that can be programmed into Service and Team Plans for 2009/10.

For further information on the above please contact either: Shadia Rahman, Energy Strategy Development Officer on 020 8547 5763, or email shadia.rahman@rbk.kingston.gov.uk or Frances Smith, Principal Environmental Officer on 020 8547 4758, or email frances.smith@rbk.kingston.gov.uk

2. SAFEGUARDING COMPLIANCE IN SCHOOLS

One of the key responsibilities of schools is to safeguard children and to operate agreed local and national procedures for child protection and safeguarding. This is an important aspect of Ofsted inspections and a statutory responsibility held by the governing body. Ofsted provides external judgements on a school's compliance with all legal requirements for safeguarding during inspections.

Kingston's Local Safeguarding Children Board and the Local Authority have a responsibility to monitor schools' compliance annually. In order to help schools assess their compliance with safeguarding arrangements, and their reporting to the Local Authority, we have developed a self assessment checklist. It lists statutory safeguarding activities and key sources of further information.

The self assessment should be carried out once a year and agreed by the Governing Body and returned to the Local Authority's Education Welfare Service by 30th October each year.

The following school documentation or information should provide evidence of compliance:

- A single central record of the CRB checks and 3 yearly re-checks of all staff, to meet the safer recruitment requirements (an expectation for all schools since April 2007)
- A designated member of staff for safeguarding children
- Child protection policy
- Training records for staff on safeguarding and child protection
- Policies on e-safety, anti-bullying and harassment
- A log of racist incidents
- An accident book
- Procedures to protect vulnerable pupils
- Health and Safety policy

Schools can obtain advice and information to make effective use of the self assessment tool, and the compliance requirements, from Ming Zhang, Strategic Manager, Education Welfare Service.

For further information on the above please contact Ming Zhang, Strategic Manager/PEWO on 020 8547 5243 or email ming.zhang@rbk.kingston.gov.uk

3. EXPANSION OF PRIMARY SCHOOL PLACES

Local Authority as a Commissioner of School Places

There is a significant increase in the numbers of children requiring a Reception class place in Primary schools, following the Admissions process in 2008 and 2009. The projected numbers for future years continue this upward trend. The Local Authority has established temporary additional classes in a number of schools, to ensure every child who needs a school place can be educated in a local school. Schools have been very helpful in responding to this need by managing this additional provision.

It is clear from the Primary School Admissions process that it will be necessary to consult in 2009 on the permanent expansion of primary school places with effect from September 2010. This could be achieved by a combination of expanding existing schools and the creation of one or more new schools.

The need for additional places is spread across the Local Authority area, with the highest need forecast to be in the Kingston and Surbiton planning areas.

A range of options will need to be considered to identify the best pattern of additional places for the future.

The LA will therefore need to consult with schools, stakeholders and the wider community on proposals during 2009. This will comprise:

- Firstly, detailed discussions with schools and stakeholders,
- Followed by a community consultation of an overall strategy for expansion, and
- Then a statutory consultation process as set out in DCSF statutory guidance.

There are different requirements for the consultation around expansion of an existing school and establishing a new school but it will be important to publish an overall strategy to address the shortfall of places.

A competition is required where an LA wishes to establish a new school. This includes cases where a brand new school is required to meet an increase in the local population. The LA must identify the proposed school site for the new school although proposers may put forward proposals to establish the school on a different site.

RBK is currently working to identify potential sites for new school(s). In addition schools are invited to express an interest in expanding current provision and initiate discussions with Anne Redparth and her team. LA Officers will be happy to attend Governing Body meetings to discuss proposals. At the same time the LA will develop its initial strategy for expanding Primary School provision, which will be available by Easter, after which time Governing Bodies could make a more formal expression of interest.

For further information on the above please contact Anne Redparth, Head of Resources and Commissioning, on 020 8547 5276 or email anne.redparth@rbk.kingston.gov.uk

4. SCHOOLS BUDGET 2009-2010

The Schools Forum met on 22 January – and the Agenda is available at: http://www.kingston.gov.uk/browse/education/schools/schools_forum/22_january_2009.htm. The following decisions were made about the schools budget for 2009-2010, following consultation.

(1) Overall funding level

The minimum funding increase per pupil will be 2.1%, and the overall funding delegated to schools will increase by 5% in 2009-10 and 5.5% in 2010-11. This includes an overall pupil increase of 2.6% and 1.5% each year respectively.

(2) Allocation to schools (funding formula):

The following are the Issues that were consulted on (18 schools responded) and approved at the Forum meeting:

- Secondary School Funding: Post 16 Abatement – *options to vary or discontinue this Sub-Formula. Agreed to support LA recommendation to phase this out completely over 5 years.*
- Early Years Funding – *funding arrangements for the transitional year 2009/10 where the free entitlement is extended to 15 hours per week before the introduction of the single funding formula in 2010/11. Agreed to support LA recommendation*
- Protection of Schools with Additional Classes – *arrangements to protect the curriculum where additional classes have been provided but where take up has fallen short. Agreed to support LA recommendation to fund unfilled places if the number exceeds 5% of the year group.*
- Bi-Lingual Learners Sub-Formula and Ethnic Minority Achievement Grant – *technical changes to certain definitions. Agreed to support LA recommendation.*
- Special Schools Core Funding – *proposals to change the weightings. Agreed to support LA recommendation and requested working group to review pupil banding element of the formula.*
- Licensed Deficits – *addition of standard provisions to Kingston's Scheme for Financing Schools. Agreed to support LA recommendation including requirement for all licensed deficits to be authorised by the Strategic Director of Learning & Children's Services and the Strategic Director of Finance.*

For further information on the above please contact Martin Longhurst, Strategic Manager Finance, on 020 8547 5277 or email martin.longhurst@rbk.kingston.gov.uk

5. GOVERNMENT'S FOCUS ON PERSISTENT ABSENCE

In the past two years, the Government has focused on the Rate of Persistent Absentees (PA Rate) as a new performance indicator for measuring the success of school attendance management. A Persistent Absentee is a pupil whose attendance rate is below 80%, irrespective of authorised or unauthorised absences.

In 2008, the Government intervened directly in more than 400 Secondary schools across the country and requested that their governing bodies submit an action plan, where these school's PA Rates were higher than 7%. So far, the Government's intervention is only in Secondary schools although there is a plan to extend the intervention to Primary schools.

From September 2007, the trigger for direct intervention will be 6% for Secondary schools. The Government has yet to set a trigger for direct intervention in Primary schools, although there is a published national average PA Rate of 2.1% for Primary schools.

In 2008, no Kingston school was targeted by the Government for a high PA Rate. In order to maintain our good performance, all Governing Bodies should be alert to a PA Rate that is higher than the government benchmarks (6% for Secondary schools and 2.1% for Primary schools). The termly pupil census is a good indicator of the school's annual PA Rate, and Governing Bodies are advised to monitor this aspect of the school's performance on a regular basis.

For further information on the above please contact Ming Zhang, Strategic Manager/PEWO on 020 8547 5243 or email ming.zhang@rbk.kingston.gov.uk

6. GOVERNOR UPDATES

Using Data, Improving Schools

Ofsted have produced a very useful document entitled 'Using Data, improving schools'.

This document provides a useful summary of the data available to schools and an indication of how schools and inspectors can use the data. The document can be downloaded from the Ofsted website:

<http://www.ofsted.gov.uk/Ofsted-home/Publications-and-research/Browse-all-by/Documents-by-type/Thematic-reports/Using-data-improving-schools>

RAISEonline School Governor Access is Now Available

Reporting and Analysis for Improvement through School Self-Evaluation (RAISEonline) provides interactive analysis of school and pupil performance data.

Schools may now provide access for governors to download the RAISEonline Full Report. The development of this new user type allows the school's RAISEonline administrator to provide any school governor who requests it access to the school's current RAISEonline Full Report. These accounts do not provide access to the interactive part of the system, and do not allow the user to see named pupil data.

As the school data in the RAISEonline Full Report has proved to be a helpful source of information for governors, the development of this new type of account aims to provide access without the need for a school to supply printed copies whenever the Full Report is updated.

Currently RAISEonline reports included data for KS1 and KS4 only. We are expecting KS2 data to be available later in February.

When setting up RAISEonline accounts, schools should remember that the terms and conditions of use require that all accounts should apply to one user. Shared accounts for the joint use of all governors should therefore be avoided. As previously, governors whose role requires it may be given RAISEonline access as a 'school' user type at the discretion of the headteacher. If there are any problems in gaining access to the system, governors will be able to seek assistance from RAISEonline User Support by emailing enquiries@ofsted.gov.uk

SENCO Regulations 2008

The Education (Special Educational Needs Co-ordinators) (England) Regulations 2008 were laid before Parliament on 21 November 2008. The regulations make it mandatory for a school's SENCO to be a qualified teacher. The regulations are due to come into effect on 1 September 2009, but allow for a two-year transitional period, for SENCOs who are not currently teachers, but who have been in post for at least six months as at 31 August 2009, to gain Qualified Teacher Status by September 2011. This period will allow schools that may be affected to make any necessary staffing adjustments.

The DCSF has produced explanatory guidance for governors which can be downloaded from 'Governornet'

<http://www.governornet.co.uk/linkAttachments/GovernorExplanatoryNote%20SENCO%20regs%20nov%202008.doc>

School Workforce Census

The DCSF is introducing a mandatory requirement on schools to carry out a workforce census in January 2010. Schools will be required to return 65 data items on each member of staff. Currently, 11 RBK schools are piloting the census and the programme will be rolled out to other schools following the pilot. A guidance document produced by the DCSF for LAs and schools can be downloaded from 'Teachernet'.

Revised School Admissions Code

Following the consultation on proposals to further strengthen the School Admissions Code, the revised Code will come into force on 10 February 2009. All schools and Governing Bodies will be provided with a summary of the main changes shortly.

Review of School Governance

Colleagues may recall that the last Director's Report informed that the next meeting of the review body was due to take place in early October with the expectation that proposals for consultations would be put forward to Governors by the end of 2008. We still await further news, and as soon as we receive further details of the consultation, these will be made available to Governing Bodies.

For further information on any of the above items please contact: Hatija Bhatia, Principal Admissions & Governance Officer on 0208 547 5284, or email hatija.bhatia@rbk.kingston.gov.uk

7. GOVERNOR TRAINING FOR SPRING AND SUMMER TERMS 2009

Please find listed below the Governor training courses that are available during the Spring and Summer terms 2009. Please reserve your place by speaking to your CPD coordinator and/or Headteacher depending on the arrangements at your school. All governor courses can be viewed on KIMS at the following link:

[http://www.rbksch.org/KIMS/\(S\(jkvx1m45xs5xjwvk5kqfvmid\)\)/kHome.aspx](http://www.rbksch.org/KIMS/(S(jkvx1m45xs5xjwvk5kqfvmid))/kHome.aspx) click View Courses, click Governor Training and Development.

The venue for all training is the King Charles Centre, 19.00pm – 21.00pm unless otherwise stated.

SPRING TERM

Governors Update on Literacy, Numeracy and SEN G08/008	22/01/09
Governing Body Self Review G08/009	04/02/09
Induction Training – The New Governor G08/010	11/02/09, 25/02/09, 04/03/09 (over 3 consecutive weeks)
Succession Planning Workshop for Governors G08/020	02/03/09

The Funding Formula and setting the School Budget G08/011	05/03/09
Safe Fair and Effective Recruitment G08/003B	11/03/09
Inclusion: Pupils at Greater Risk of Underachievement G08/012	18/03/09
Healthy Schools G08/013	24/03/09
Leading in Partnership for Headteachers and Chairs G08/018 (9.00am – 4.00pm)	27/03/09

SUMMER TERM

How Governors can make Every Child Matter G08/014	29/04/09
From Good to Outstanding G08/019 (6.45pm – 9.00pm)	21/05/09
Safe Fair and Effective Recruitment G08/003C	13/05/09
Monitoring the School Budget G08/015	02/06/09
Induction Training – The New Governor G08/016	10/06/09, 17/06/09, 24/06/09 (over 3 consecutive weeks)
CAF Level 1 Training for School Governors G08/017	23/06/09

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