

**LA weekly e-Red Bag**  
**14 March 2019**

CYPInfo ( <http://cyps.northyorks.gov.uk/?campaignkw=CYPInfo> )  
NYCC website ( <https://www.northyorks.gov.uk/?campaignkw=NYCC%20public%20site> )  
NYES website ( <http://nyestraining.co.uk/?campaignkw=NYES> )  
DfE website ( <https://www.gov.uk/government/organisations/department-for-education?campaignkw=DfE> )

**For action**

**Ladder of intervention engagement events**

Audience : All schools

As part of the Strategic plan implementation, the LA committed to developing guidance to support schools with meeting the needs of pupils with SEND, including the development of a Ladder of Intervention.

The Ladder of Intervention is a guidance document for schools that provides a framework for supporting children with social, emotional and mental health needs including those experiencing exclusion or at risk of exclusion and those where attendance is becoming a challenge.

It provides a step by step graduated approach for all pupils who may be experiencing difficulties. It aims to support schools in identifying needs as soon as they emerge and intervening appropriately, with the aim of improving attendance and outcomes for those children experiencing difficulty and a reduced need to use exclusion as a strategy for managing behaviour.

We are eager for this document and supplementary information to be as useful and meaningful for schools as possible and as such we would like this opportunity to engage with head teachers, inclusion managers and SENCO's in each local area to ensure that the document is accessible and useful for its intended audience.

Therefore we would like to invite you or an appropriate representative to join an engagement event in your area to help inform the final document.

The dates are as follow:

18 March

1.30 – 3.30pm - Evolution Centre, County Business Park, Darlington Rd, Northallerton DL6 2NQ

19 March 2019

9.30 – 11.30am - Dial a Ride, 66 Londesborough Rd, Scarborough YO12 5AF

1.30 – 3.30pm - Community House, Portholme Crescent, Selby YO8 4QQ

21 March 2019

9.30 – 11.30am - Cedar Court Hotel, Park Parade, Harrogate HG1 5AH

22 March 2019

9.30 – 11.30am - Rendezvous Hotel, Keighley Road, Skipton BD23 2TA

Please confirm attendance at these events in advance through emailing

[InclusiveEducation@northyorks.gov.uk](mailto:InclusiveEducation@northyorks.gov.uk) ( [InclusiveEducation@northyorks.gov.uk](mailto:InclusiveEducation@northyorks.gov.uk) )

Documents can be downloaded here: <http://cyps.northyorks.gov.uk/inclusion-support-service> ( <http://cyps.northyorks.gov.uk/inclusion-support-service> )

You can complete the survey at the following link:

<https://consult.northyorks.gov.uk/snapwebhost/s.asp?k=155179452165> (

<https://consult.northyorks.gov.uk/snapwebhost/s.asp?k=155179452165> )

Cascade to: Headteachers and Chairs of Governors

Action required by: see meeting dates

Contact: [InclusiveEducation@northyorks.gov.uk](mailto:InclusiveEducation@northyorks.gov.uk) ( [InclusiveEducation@northyorks.gov.uk](mailto:InclusiveEducation@northyorks.gov.uk) )

## **Pilot SEN Support funding**

Audience : All schools

You may recall that this time last year, we advised you that we were piloting a method of granting additional SEN funding to support children and young people in education in three specific circumstances. The details of this are repeated in the attached letter and are found on the front of the request form

( <http://cyps.northyorks.gov.uk/sites/default/files/School%20office/Term%20dates/Final-%20Consultation%20letter%20to%20Headteachers%202020-21.pdf> )

Cascade to:

Headteachers and Chairs of Governors

Action required by: as soon as possible

Contact: [sen@northyorks.gov.uk](mailto:sen@northyorks.gov.uk) ( [sen@northyorks.gov.uk](mailto:sen@northyorks.gov.uk) )

## **Free School Meals Eligibility Checks**

Audience : All schools

As you will be aware following the introduction of the National Funding Formula (NFF) there have been changes in the way schools are funded. One of the changes from April 2019 will be that the funding for assessing Free School Meal (FSM). Eligibility will no longer be delegated by the local authority. This means that all schools will be responsible for processing and checking the entitlement of pupils to free school meals.

The local authority currently provides a Free School Meal Assessment (FSMA) Service as a traded service to academies and we are extending this to all schools from April 2019.

You can find out more about the new arrangements here: <http://cyps.northyorks.gov.uk/free-school-meals> ( <http://cyps.northyorks.gov.uk/free-school-meals> )

Cascade to:

Headteachers, Chairs of Governors

Action required by: April 2019

Contact: [schoolwelfare@northyorks.gov.uk](mailto:schoolwelfare@northyorks.gov.uk) ( [schoolwelfare@northyorks.gov.uk](mailto:schoolwelfare@northyorks.gov.uk) )

## **URGENT REMINDER - Outsourcing Services and Ongoing Membership of the Local Government Pension Scheme (LGPS)**

Audience : All schools

There are around 100 schools that haven't yet completed the return relating to Outsourced Services. We urgently need to collect this data.

Please ensure that you complete the form that has been saved in AnyComms and send your return by AnyComms. If for any reason you are unable to return the form by AnyComms, then please attach the form to an email and sent to [Janette.tallon@northyorks.gov.uk](mailto:Janette.tallon@northyorks.gov.uk) ( [Janette.tallon@northyorks.gov.uk](mailto:Janette.tallon@northyorks.gov.uk) ).

The deadline for completion has been extended to Friday 15 March 2019. We require all schools to complete this return.

Further information may be required, depending on your answers.

Cascade to: Headteachers, Chairs of Governors

Action required by: 15 March 2019

Contact: [Janette.tallon@northyorks.gov.uk](mailto:Janette.tallon@northyorks.gov.uk) ( [Janette.tallon@northyorks.gov.uk](mailto:Janette.tallon@northyorks.gov.uk) )

## **Information, updates and guidance**

### **Revised Pension Bandings from April 2019**

Audience : all Schools

The salary bands which determine employees' pension contribution rates, for both the Local Government and the Teachers' Pension Scheme, will increase from 1st April, 2019. These revised rates will be automatically applied to pay for all employees where Employment Support Services are the school's payroll provider.

The new contribution rates are available for both the LGPS ( [http://cyps.northyorks.gov.uk/sites/default/files/Human resources/pay and reward/LGPS salary bands and contribution rates 2019-2020.doc](http://cyps.northyorks.gov.uk/sites/default/files/Human%20resources/pay%20and%20reward/LGPS%20salary%20bands%20and%20contribution%20rates%202019-2020.doc) ) and TPS ( [http://cyps.northyorks.gov.uk/sites/default/files/Human resources/pay and reward/TPS contribution rates and salary bands.docx](http://cyps.northyorks.gov.uk/sites/default/files/Human%20resources/pay%20and%20reward/TPS%20contribution%20rates%20and%20salary%20bands.docx) ) on CYPInfo.

Recommended actions

Schools should disseminate salary band and contribution rate information to all members of the relevant pension schemes

Where ESS is not the payroll provider, schools should ensure that the revised rates are communicated to their provider for application from 1 April 2019.

Cascade to:

Headteachers, school business managers

Action required by:

1 April 2019.

Contact: [NYHR@northyorks.gov.uk](mailto:NYHR@northyorks.gov.uk) ( [NYHR@northyorks.gov.uk](mailto:NYHR@northyorks.gov.uk) )

### **Chief Executive's Key Messages**

Audience : all Schools

Read this week's messages from the Chief Executive here (

<http://cyps.northyorks.gov.uk/chief-executives-key-messages?campaignkw=Chief%20Executive's%20key%20messages> ).

Cascade to:

Headteachers, Chairs of Governors, and staff

Contact: [richard.flinton@northyorks.gov.uk](mailto:richard.flinton@northyorks.gov.uk) ( [richard.flinton@northyorks.gov.uk](mailto:richard.flinton@northyorks.gov.uk) )

### **School Safeguarding Audit Tool 2018-19 – Submission Reminder**

Audience : all Schools

This is a polite reminder that any outstanding School Safeguarding Audit Tool 2018/19 ( <http://www.safeguardingchildren.co.uk/admin/uploads/resources/safeguarding-audit-tool-2018-19.doc> ) need to be completed and returned by all schools in North Yorkshire by no later than Friday 29th March 2019 please.

Completed audit tools should be returned in their original format (Word doc) to [LSCB@northyorks.gov.uk](mailto:LSCB@northyorks.gov.uk) ( [LSCB@northyorks.gov.uk](mailto:LSCB@northyorks.gov.uk) )

Any queries regarding the audit should be directed to Jonathan Giordano on 01609 535964 / 07855 215893

Cascade to: Headteachers, Chairs of Governors, and designated safeguarding leads

Action required by: 29 March 2019

Contact: jonathan.giordano@northyorks.gov.uk ( jonathan.giordano@northyorks.gov.uk )

### **NYCC Safeguarding Children Basic Awareness - Online Learning**

Audience : all Schools

This online training package is aimed at individuals in organisations and voluntary group who work with children and young people to give basic awareness of child protection issues and how to safeguard children from abuse.

Charge: This package is free for all schools, Early Years Providers, Childminders and chaperones in North Yorkshire. For all others: £30 per individual.

Course Type: E-learning

Time: 45 minutes

Certificate: Upon completion a certificate is automatically generated and is available to print.

To enquire about accessing / purchasing the above package please email [trainingandlearning@northyorks.gov.uk](mailto:trainingandlearning@northyorks.gov.uk) ( [trainingandlearning@northyorks.gov.uk](mailto:trainingandlearning@northyorks.gov.uk) )

For all other NYSCB face to face and online course visit

<http://www.safeguardingchildren.co.uk/learning-improvement/training-courses> (

<http://www.safeguardingchildren.co.uk/learning-improvement/training-courses> )

Cascade to:

Headteachers, Chairs of Governors, and designated safeguarding leads

Action required by:

Not applicable

Contact: jonathan.giordano@northyorks.gov.uk ( jonathan.giordano@northyorks.gov.uk )

### **Term-time only working**

Audience : all Schools

The National Joint Council has issued new guidance under Part 4 of the Green Book following a joint review of term-time only working. This guidance covers a range of issues including calculation of pay and annual leave, calculation of redundancy pay, payment of overtime and additional hours, termination or commencement of employment part way through the year and school closure periods. The guidance includes an advisory model calculation for the determination of term-time only pay. The new guidance (

[http://cyps.northyorks.gov.uk/sites/default/files/Human resources/pay and reward/Part 4 12](http://cyps.northyorks.gov.uk/sites/default/files/Human%20resources/pay%20and%20reward/Part%204%2018Feb19.pdf)

[18Feb19.pdf](http://cyps.northyorks.gov.uk/sites/default/files/Human%20resources/pay%20and%20reward/Part%204%2018Feb19.pdf) ) and the covering circular (

[http://cyps.northyorks.gov.uk/sites/default/files/Human resources/pay and reward/Part 4 12](http://cyps.northyorks.gov.uk/sites/default/files/Human%20resources/pay%20and%20reward/Part%204%2012%20cover%20circular%2018Feb19.pdf)

[cover circular 18Feb19.pdf](http://cyps.northyorks.gov.uk/sites/default/files/Human%20resources/pay%20and%20reward/Part%204%2012%20cover%20circular%2018Feb19.pdf) ) are available on CYPInfo.

A comparison of this and NYCC's formula has been undertaken factoring in NYCC's current annual leave entitlements. This has shown that they are very similar with small variances due to rounding. NYCC has, therefore, decided to apply the NJC formula to TTO support staff salaries with effect from 1 April, 2019. The revised TTO weeks paid values are shown in the table here: <http://cyps.northyorks.gov.uk/red-bag-attachments> (

<http://cyps.northyorks.gov.uk/red-bag-attachments> )

The revised salaries will be applied to all term-time only staff employed in maintained, VC and VA schools from April. VA schools will be contacted separately by ESS and given the option of not applying the revised values. Academies will be asked if they wish to adopt the revised values.

NYCC is currently in the process of working through the other provisions of the revised guidance and further information will be issued in due course.

Suggested actions:

VA schools to notify ESS if they do not wish to apply the revised values

Academies to notify ESS if they wish to adopt and apply the revised values

Maintained schools who do not use ESS for payroll should notify their provider of the revised values

Cascade to:

Headteacher and school business manager

Action required by:

as soon as possible

Contact: [jonathan.giordano@northyorks.gov.uk](mailto:jonathan.giordano@northyorks.gov.uk) ( [jonathan.giordano@northyorks.gov.uk](mailto:jonathan.giordano@northyorks.gov.uk) )

## **Events and publicity**

### **Annual Report from the Teachers' Associations**

Audience : All Schools

You can read the 2018 Annual Report here: <http://cyps.northyorks.gov.uk/red-bag-attachments> ( <http://cyps.northyorks.gov.uk/red-bag-attachments> )

Cascade to:

Headteachers and teaching staff

Contact: not applicable

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The county council provides services across North Yorkshire including Harrogate, Ripon, Scarborough, Whitby, Northallerton, Thirsk, Selby, Tadcaster

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