

Hello everyone.

Please see below the update following our meeting with officers on Wednesday 21st June 2017.

If you have any queries related to any of these items (or indeed any other issue you would like to raise), please contact your local JDP rep using the contact details at the end of this article.

1. Early years 30 hour offer:

This summer term has seen NYCC providers launch the 30 hours nursery early roll-out. NYCC officers will be conducting an analysis against headcount data to look at actual take up of places in the very near future. As well as this they will conduct a survey of all providers against predicted take up for autumn. The HMRC application window for parents to apply for 30 hours eligibility is open right through until the end of August, which does mean that whilst schools can encourage families to indicate this term what they would like for September, confirmation of eligibility may not be complete at the time schools close for the summer! NYCC have taken part in a national evaluation of the early roll-out and we are promised additional operational guidance very soon, with the hope that it will not bring any significant changes to policy for September.

If you would like to discuss or problem solve any possible operational models for your setting, please contact andrea.sedgewick@northyorks.gov.uk

2. Single central record checks:

Following JDP work a few years ago, an offer was set up through HR Advisory where schools can purchase a check against their SCR and receive a report to help ensure compliance with current Ofsted guidance. To date, more than 100 schools have taken up this offer, with extremely positive feedback. The check costs £275 and is available in conversation with your Smart Solutions Relationship Manager. Some of the 'lessons learned' have been shared already via Business Manager Networks and so on, but include:

- The absence of a separate entry for a barred list check, that is distinct from an Enhanced DBS check, for all roles that fall within Regulated Activity.

- The absence of an NCTL Prohibited List check for teachers

- The absence of the date against each individual check

- The lack of supporting evidence in staff files to confirm identity, right to work and professional qualifications – signed, dated and verified as true copies.

- The lack of written confirmation from third party employers regarding the checks carried out on their staff working on school premises.

- The importance of robust staff handover and induction procedures for new school office staff.

Technically, schools are only required to have full information on the SCR for employees from 2007, but are encouraged to make endeavours to 'backfill' wherever possible. If in doubt, check with your HR advisors.

3. Models of leadership:

A useful document was circulated via the redbag some time ago with regard leadership structures in schools. It is also available [HERE](#). We have asked HR and Education and Skills to look at 'things to consider' and 'good models' which can be shared at GSINs and with appointment panels to ensure that Governing Bodies are very much aware of the implications in any roles they create/change especially at leadership level. There are 'new' roles out there such as executives, head of school etc and appropriate consideration must be given to elements such as Schemes of Delegation for these roles – they should not be seen as purely cost saving opportunities, they must fit the desired purpose.

4. Children Missing in Education:

Where schools are currently required to notify NYCC via a paper return for any pupils who become CME, NYCC have been working hard in the background to facilitate an IT solution to this issue. From September, it should be possible for this entire return to be extracted from your MIS system in the background via Groupcall Exporter (which is already used for other returns). This should work with all MIS providers including following recent procurement rounds. You will get a contact from Schools ICT in due course if they feel that they need to install an additional plugin in your system to allow this export. It is a statutory duty to make this return to NYCC (all schools including academies), so an uplink will need to be created for all schools, even if you use a different ICT provider to SICT. Please try and facilitate this conversation with your provider where required. Of course, where data goes through to NYCC indicating a child has become CME from your school, you should expect further contact from NYCC.

5. Flexi-schooling:

Anecdotal evidence would suggest more and more families (and schools) are considering flexi-schooling as an alternative to attendance issues and/or home-schooling. We have asked for guidance in this regard to be shared with schools. Watch this space!

6. Holidays in termtime:

Schools will be aware from a redbag article recently, that following court ruling, the original guidance around holidays and Penalty Notices is now back in place. This guidance was generated following considerable consultation with schools and JDP back in 2013. The redbag article can be found [HERE](#). The attendance processes can be found [HERE](#). Headteachers have ultimate discretion as to whether to grant such leave of absence, but it is always advisable to reach agreement with local partner schools to avoid any discrepancies with sibling applications etc. With immediate effect, where unauthorised leave is taken for 10 or more half day sessions, a Penalty Notice application should be made.

7. Prevention and Health Child Services:

Following comprehensive feedback from schools in the PLN meetings in May, one of our main discussion points in this meeting was with regard the Prevention and Health Child Services. We have been delighted that since their inception, these services have worked with school partners to evolve their working practises to try and fit with school and family needs. A grid detailing some of our feedback points along with proposed actions will be made available, but in the meantime, here is a summary of some of the main points:

- Communications –
 - NYCC are looking at a project proposal to pilot the use of the Early Help Module in 15 schools during the autumn term. Building on this, the plan is to gradually widen the pilot and hopefully end with all schools able to access EHM. EHM will allow schools to actively interact (read and write) with case notes on pupils open to services. It may also be possible for schools to use EHM as their own internal case recording system (replacing all those filing cabinets!) for welfare/safeguarding issues and then use the system to ‘internally refer through’ if there is a need to escalate. More news soon.
 - In the interim all schools will have at least 6 weekly updates on every case open to services – a case summary - which you can then print/log into your internal paper trail.
 - Schools had asked about who to contact when workers are part-time and may be absent. If you need to make a contact, please refer up to the area casework manager or lead manager

- We had asked about professionals/multi-agency meetings. NYCC are looking at an audit trail with this regard to see how many of these are happening. They are still encouraged with more complex cases, so if you feel one would be of benefit a family, contact your area lead. Unless there are specific reasons otherwise, it is the norm for families to be invited to multi-agency meetings
- JDP will be conducting some background work with the Healthy Child Team to look at consent and information sharing protocols for engagement with schools for example where a family make a referral through the GP. More news soon
- Referrals and Multi-agency Screening –
 - Demand is very high for referral processing through to services
 - To re-assure schools, referrals are always screened live by team managers as they arrive at the Contact Centre. Where cases are ‘borderline’ between agencies they are screened in morning/afternoon sittings of the MAST team
 - Some work is underway (to which JDP has contributed) to review the common referral form for Health Child/Prevention/Childrens Social Care. More news soon. One simple ‘fix’ we have suggested is an automatic ‘e-receipt’ so you know emailed referrals have been received at the contact centre and can print/save to your paper trail
 - From September, where referrals come back to school indicating ‘advice and support,’ some kind of offer to schools will be built in. It will be very rare for a referral to result in no further action or support
 - With regard gaining consent for referrals, this is always encouraged. However, for all three agencies, if consent is not gained/possible and a referral is required, please do still submit the referral and agencies will then try and gain consent to work with the family, though this may of course mean a delay in engagement
- Attendance management:
 - Processes with regard unauthorised leave during termtime are clarified as detailed above in item 6
 - We have asked that NYCC look to issue guidance and/or a process map and associated sample papers with regard what to do where attendance is an issue – what are the duties placed on a school, at what point should a referral be made to Prevention, at what point would the LA look at fast-track legal processes. Schools report back to us a lack of clarity and inconsistent advice in this part of the system. More news to follow – remember, the LA holds this responsibility for all pupils, including those at academies.
- Capacity:
 - We asked about capacity in the services to meet demand. Referrals are high, but capacity is being used to good effect and flexibly across the County. There is sufficient resource in place to meet need.
 - 95% of Prevention Service cases have been documented as not needing escalation to Social Care – this is a fantastic validation for early intervention services
 - In the autumn term PLN meetings there is the intention to present the updated provision for SEMH within these services (and more widely). Included in this will be some work looking at the evidence base behind interventions and therapies (some of which you may use in school), used to support SEMH and then upskill the school workforce to deliver these

Many of the above points will be built into a revised Core Offer for the Prevention/Healthy Child Services, which will come out to schools in the autumn term. As ever, if you have feedback which you

think may help, please let one of us know via JDP (see below) or get in contact with your area lead manager for the appropriate service.

As an additional point to note, please can we confirm that all appropriately NYCC badged Prevention/Healthy Child/Social Care workers are full and current DBS passed and schools are not required to see this information – this is managed centrally.

8. Information for schools on admission to school:

We had previously highlighted that the proforma for transfer of information on admission, where used, has been well received, but that not all schools were using this and that Admissions may not have been encouraging it's use as much as possible.

The process has recently been re-launched with the full Admissions Team in their team briefing. Watch out for additional communications to schools with regard use of the form. In September we would encourage ALL schools to make use of this process once an admission has been approved.

The original Redbag article and proforma can be found [HERE](#).

In essence, you can all make this work, once you know a child is coming to you, email the form to the sending school (whether in NYCC or not) and insist on receipt before the start date!

9. The Headteacher Support Scheme:

Thank you to all of you who provided feedback on the Headteacher Support Scheme in the recent round of Primary Leadership Network meetings. Health and Wellbeing are already engaging with Workforce Development to tune in the scheme to need and re-launch in due course. In the meantime, if you are a current subscriber you may well receive communication to ensure you are making the best use of the service and if you said that you would be interested in providing feedback/helping design a revised service, you will soon get a contact from Health and Wellbeing to start that conversation. More news to follow.

10. Communications and interactions with schools:

One of the important roles we have in JDP has been providing a link through to information, queries and answers. Indeed, this role explains the very existence of www.headteacherhub.co.uk NYCC are currently well on the path to an overhaul of their communication strategy with elements to follow including:

- CYPs info will 'switch off' from it's current platform in early July; to begin with, via the same web address, you will access a 'holding site' whilst new elements are being built
- Of vital importance has been to protect and migrate important content. If you can't find something on the new CYPs page, ask us or email marion.sadler@northyorks.gov.uk
- New content and formats will be created on the new site in due course
- A digital communications tool is also being launched which will allow subscription services into your email inbox as opposed to the current need to pro-actively visit the redbag. The tool will also allow for bespoke mailing

11. Apprenticeship levy:

As you will probably be aware, the government introduced the Apprenticeship Levy in May this year. The estimated levy across schools in NYCC is considerable – best part of £1.5 million. The levy then sits in a digital account, ringfenced for use by NYCC against apprenticeship work in it's schools. If not used in 24 months, the money goes to the Treasury! In short therefore, as a wider school community, we need to

try and make best possible use of this fund. The funding can only be used for funding training and assessment – currently it cannot be used for salaries and associated costs.

Apprenticeship training offers are available around ICT, office admin, finance, caretakers, cooks, cleaners, grounds, EYFS practitioners, teaching assistants and possibly even teachers in the future. If you are considering creating or recruiting to a post, then it is possible that creating an apprentice opportunity could widen your field. You may also have employees currently on your payroll, for whom an apprenticeship could add to their skillset.

NYCC have Business Engagement Officers who can actively help you with this and would be very happy to visit schools, alliances and clusters – they have the links and knowledge of Adult Education courses which fit the criteria etc.

To arrange a contact to look at how apprenticeship could benefit your school/group of schools, contact maggie.swinden@northyorks.gov.uk

12. SEND:

- Following on from the success of North Yorkshire's 'No Wrong Door' service for children in care or at the edge of care North Yorkshire County Council became a Partners in Practice Local Authority for the DFE. As a result North Yorkshire County Council has secured funding for an innovation project to extend the No Wrong Door methodology to support pupils with Social, Emotional and Mental Health Needs (SEMH). Cerys Townend will be overseeing the implementation of this project and there will be a Hub-co-ordinator for both the East and West managing each of the hubs. The specialist team for each hub are also in the process of being recruited and they include, a psychologist, speech and language therapist, family therapist, occupational therapist and a school & family liaison worker.

A cohort of 45 children have been identified who will receive support from the project in the first year, these are pupils with identified with SEMH or those in receipt of three or more exclusions during their last year in primary school. A number of children transitioning into Year 7 at your school have been identified to receive support. Further details on these pupils will be shared once informed consent is gained from the families. The support will include:

- A comprehensive specialist assessment of need
- Action planning
- Implementation of intervention as appropriate using the THRIVE framework

Schools receiving one or more of the identified pupils have been notified of the support available for these pupils and will receive an offer of Youth Mental Health First Aid training and support to embed the No Wrong Door Principles into policy and practice as part of this initiative.

If you have any queries about this project please contact as below or read [HERE](#)
nypartnersinpractice@northyorks.gov.uk

- Officers are also looking at the possibility of allocating element 3 SEND funding in a more timely way than the 20 week process through EHCP – 'requests for exceptional non-statutory funding' – including for time-limited work. More news to follow.
- To remind schools you can now access the CanDo online through the local offer site [HERE](#)
- Schools will no doubt be aware that local meetings and consultations have been underway to form locality based SEND Strategic Plans. NYCC is required to publish an overarching plan encompassing all localities by the end of March 2018 so please do look out for opportunities to engage with this work. This is your opportunity to help form the future SEND provision for your area. More information is available [HERE](#)

13. Conference 2018:

The JDP Leadership Conference each April/May is a real highlight in our calendar and for many years now your feedback has really proven how valuable this event is. 100% of 2017 delegates said that the conference was relevant and meaningful – ‘a great opportunity to get back to ethos and moral purpose’ ‘thank you for a highly motivating day’ ‘As a new leader great to be inspired and motivated and encouraged to think outside the box’ ‘hugely inspirational’ – just a few of the comments we have received.

Our leadership conference WILL be back in 2018, so mark the date in your diary – Friday 4/5/17, with our comedy working title: ‘May the Fourth be with you!’

14. Vote of thanks and possible ‘new look’ moving forwards:

As we have just completed our last JDP meeting of this year, I would just like to conclude this report by saying a few ‘thank yous.’

Firstly to members of our group past and present for all of their energy and commitment, to help facilitate discussion and work towards our common goals.

A special vote of thanks to long term members Irene Marwood and Nicola Johnson as they depart JDP and head off to retirement at the end of term – best wishes to you both.

Thanks also to LA Officers for your engagement with us this year, not least to Pete Dwyer as he also embarks on retirement. Working with Pete over the last few years has been so positive as he has embraced our feedback and helped us steer various threads of work to positive conclusion. Thank you Pete.

Moving forwards, as a group we have had some conversation about continuing to align what we do with what schools need and to work well alongside other partnerships and structures. JDP has been operating since the early 1990s. Meetings have always been a place to test out ideas, to gain feedback and problem solve issues, as well as help guide project implementation – they allow for detailed ‘on the ground’ discussions, unlike any other forum currently in existence. However, we are all too aware that we currently only represent primary schools yet most of what we discuss impacts on all schools. With this in mind, we will be conducting some background work over the summer, with our current thinking that the future (next academic year) should see our group evolve a little further:

- To become a group covering all phases, academies, sizes of school – if there are special and secondary colleagues out there reading this we welcome your views and of course volunteers!
- To centre our discussions on the themes of:
 - Statutory LA duties in the longer term – SEND, attendance, school places, social care/prevention, etc
 - Statutory duties placed on schools
 - Headteacher well being, recruitment and retention
 - Dissemination of information and facilitating consultation with schools

We welcome any feedback against these initial thoughts.

We are always interested in your thoughts, comments, compliments and issues – what is going well, what is causing you concern, how can we help? There is no ‘time frame’ for queries – please ask at any time of the year!

JDP area contacts:

Stuart Anslow (Mid, North & South Craven)	Fiona Beetles (Mid, North & South Craven)	Jane Turner (Harrogate)	Nicola Johnson (Central & North Ryedale)
01756 793026 headteacher@waterstreet.n-yorks.sch.uk	01535 633064 headteacher@sutton-in-craven.n-yorks.sch.uk	01423 872407 headteacher@pannal.n-yorks.sch.uk	01439 771245 headteacher@nawton.n-yorks.sch.uk
Irene Marwood (Easingwold & Thirsk)	Sally Cowling (Ripon & Rural)	Denise Crosier (Filey & Scarborough)	vacancy (Bedale & Northallerton)
01347 821282 headteacher@easingwold-pri.n-yorks.sch.uk	01765 677583 headteacher@bishopmonkton.n-yorks.sch.uk	01723 513077 headteacher@filey-inf.n-yorks.sch.uk	vacancy
Sarah Beveridge (Swaledale, Catterick & Wensleydale)	Ian Yapp (Selby, Sherburn & Tadcaster)	Matt Shillito (Boroughbridge & Knaresborough)	Roy Gunning (Whitby & Rural)
01969 623187 headteacher@leyburn.n-yorks.sch.uk	01937 832899 headteacher@riverside.n-yorks.sch.uk	01423 862617 headteacher@goldsborough.n-yorks.sch.uk	01947 820231 headteacher@stakesby.n-yorks.sch.uk

Please do contact us, if you would like to raise queries, concerns or issues for us to discuss or indeed pass on compliments or ideas for improvement. Reps are always happy to liaise via telephone or e-mail and will try and visit your cluster meetings if you would like us to do this. Comment can always be sent through to Ian Yapp, JDP Spokesperson via

headteacher@riverside.n-yorks.sch.uk