

**Bristol Schools Forum**  
**Special Educational Needs and Disabilities (SEND) and the  
High Needs Block: Milestones and Impact of Covid-19**

<b>Date of meeting:</b>	Tuesday 20 May 2020
<b>Time of meeting:</b>	3:30pm
<b>Venue:</b>	Zoom

### **1. Purpose of report (for decision)**

The purpose of the report is to provide Bristol Schools Forum with additional detail to fulfil the transfer of £1.300m funding from the Schools Block to the High Needs Block in 2020/21. The transfer was agreed on a conditional basis on 26 November 2019; subject to further information on how the money will be spent.

### **2. Recommendation**

- a) The recommendation is that Bristol Schools Forum fulfil the transfer of funds based on the additional detail provided in this report.

### **3. Background:**

- a) A report introducing a proposal to deliver a system-wide SEND and Inclusion improvement programme was introduced at Schools Forum on 25th September 2019. A subsequent report was presented to Schools Forum at the November meeting, which outlined the broad scope, and funding requirement for the whole programme, specifically seeking a £1.3m allocation from the Schools Block to the High Needs Block as part of an overall programme investment sum of £3m.
- b) The transfer of £1.300m funding from the Schools Block to the High Needs Block in 2020/21 was agreed on a conditional basis, subject to further information on how the money will be spent.
- c) In responding to that requirement, this report provides the activities and milestones for delivering the HNB funded improvements set out in the Bristol Local Area [Written Statement of Action](#) (WSoA) for Special Educational Needs and Disabilities (SEND). Bristol's Local Area WSoA was approved and deemed fit-for-purpose by [Ofsted in a letter](#) dated 19 March 2020. See Appendix 1.
- d) There are additional HNB funded activities presented in the same format which support the actions contained with the WSoA.

- e) An experienced programme manager with a proven track record for delivery has been assigned to the programme, working to public sector standard project and programme methodologies. As part of the council's portfolio of change, the programme is subject to mandatory reporting to divisional, directorate and Corporate Leadership Boards.
- f) Furthermore, monitoring and tracking of delivering the milestones within the WSoA is robust and overseen by the DfE via quarterly monitoring visits. In between the DfE visits, the SEND Partnership Group (SPG) will meet four weekly and is co-chaired by the Service Director Education and Skills and Director of Transformation, Bristol, North Somerset and South Gloucestershire CCG. The SPG is responsible for driving the actions set out in the written statement of action (WSoA) and establishing task and finish groups as necessary to focus on specific areas of work.
- g) Accountability for progress and impact is through reporting to the bi-monthly, multi-agency SEND Improvement Board and via BCC and CCG governance.

#### **4. Financial Implications**

A transfer of £1.3m from the Schools Block to the High Needs Block.

#### **5. Glossary of Terms**

Not applicable, all abbreviations have been explained in the text.

<b>Improvement Priority 2</b>	<b>Outcomes we are aiming to achieve</b> Children and young people with SEND receive the best possible, appropriate and effective support and provision at the right time.
<b>Impact Measures</b>	
Increase in the percentage of parents reporting they know how to access early intervention and have used these services.	

Action	Milestones		
	July 2020	November 2020	March 2021
Develop a SEND ‘first call’ single point of contact service for parents, carers and professionals – aligned to Family Support and Inclusion Team – to ensure an accessible pathway to advice and referrals to SEND Local Offer for families that need support before or after an EHC Plan is in place.	Role of team co-designed with parent carers.	Team recruited and launched.	Team embedded.  Service user feedback evidences positive impact of team.  Sustainable funding secured.
A support system for education, training and skills settings (0-25) to understand their responsibilities in relation to the SEND Code of Practice	SENDCo briefing meetings established to enable the sharing of information and good practice.  An agreed co-constructed plan documenting purpose and format of other communication with SENDCos.	Forward programme of meeting agendas and content coproduced with SENDCos and informed by parents' feedback.  Structures and channels agreed for disseminating information and guidance.	Briefing meetings evaluated.  SENDCo's feedback evidences they are being kept informed and benefitting from direct lines of communication.
	Early Years current training offer reviewed to identify gaps.	Comprehensive SEND training programme developed for Early Years staff in settings.	Feedback from trainees used to evaluate and further develop programme.
	A comprehensive 3-year SEND Workforce Development Programme for education settings including leaders, teachers, staff, governors and councillors.	SEND Workforce Development Programme implemented.	An evaluation of feedback from workforce and parent carer experience used to further evaluate and develop programme.

Action	Milestones		
	July 2020	November 2020	March 2021
A support system for education settings to understand their responsibilities of early identification and assessment using a 'graduated response'.	Clear communications about the Bristol Support Plan encouraging its use in all educational settings.	Bristol Support Plan being used by increased numbers of educational settings.	Evidence that the consistent use of the Bristol Support Plan is leading to good quality, coproduced assessments and effective support.

<b>Improvement Priority 4</b>	<b>Outcomes we are aiming to achieve</b>  Leaders across the local area will work together to ensure that the children and young people with SEND will experience inclusive cultures, enabling them to achieve their full potential.  Develop our systems and resources to enable young people with SEND/EHCP to be better supported to achieve a successful transition into education, training and employment between ages 14 -25 and beyond.
<b>Impact Measures</b>  Reduce the overall rate of fixed-term exclusions to bring Bristol in line with statistical neighbours (all schools) <i>Agree a fixed-term exclusion reduction target for SEN support and EHCP (primary, secondary, special)</i> Reduce the percentage of sessions missed through overall absence to bring Bristol in line with statistical neighbours (all schools) <i>Agree a percentage of sessions missed through overall absence for SEN support and EHCP (overall and persistent absence)</i> PE302b Reduce the percentage of SEND Young People aged 16-25, who have an EHCP and are NEET or Not Known BCP270 Increase experience of work opportunities for priority groups, including SEND young people	

Action	Milestones		
	July 2020	November 2020	March 2021
Establish the structures and systems to improve attendance and reduce fixed-term exclusions for pupils with SEND	Multi-agency (education, health and social care) Exclusion and Attendance work stream agreed and Task & Finish Group established – including parent carers – to support the development of a system-wide approach to identify the range of complex factors that underpin pupil absence, adopting a contextual safeguarding approach.	Operational activity mapped and coproduced, Bristol-wide approach to address issues of non-attendance and exclusion agreed and launched.  Launch of coproduced assessment tool that will shape the approach of different agencies in keeping students in education.	Operational activity coordinated.  Oversight of KPIs and scrutiny by senior decision makers, including elected members.

Action	Milestones		
	July 2020	November 2020	March 2021
Extend the SEND Data Tracker (BG6) temporary contract to ensure there is sufficient capacity to carry out critical research and contact functions to build an accurate picture of Bristol young people aged 19- 25 with SEND (currently there are 633 young people in our cohort)	80% of young people aged 19-25 with SEND will be known and/or EHCP ceased	90% of young people aged 19-25 with SEND will be known and/or EHCP ceased	100% of young people aged 19-25 with SEND will be known and/or EHCP ceased
Extend the Post-16 SEND Participation Worker (BG9) temporary contract to ensure there is sufficient capacity to carry out critical face to face support and IAG activities with young people with SEND aged 19-25 to secure positive progression from Education to Training and Employment	20 SEND young people aged 19-25 will have been supported to successfully progress into training or employment	35 SEND young people aged 19-25 will have been supported to successfully progress into training or employment	50 SEND young people aged 19-25 will have been supported to successfully progress into training or employment
Extend the WORKS Project Manager temporary contract so that we can work in partnership with schools and education settings to embed careers development into the curriculum, expand the number of employer pledges, and co-design exploratory career insights and experiences of work for young people aged 14-16 with SEND	420 SEND young people aged 14-16 will have taken part in employer workshops and experience of work activities to increase aspirations and awareness of future career options	500 SEND young people aged 14-16 will have taken part in employer workshops and experience of work activities to increase aspirations and awareness of future career options	840 SEND young people aged 14-16 will have taken part in employer workshops and experience of work activities to increase aspirations and awareness of future career options
Develop a strategy with health and schools to ensure specialist provision is used effectively and there are sufficient appropriate places to meet need.	Current education providers are engaged to work with Bristol City Council to ensure sufficient school places for all children and young people carefully matched to meet their particular needs in line with SEN Code of Practice.  Mapping exercise completed and gaps and issues understood to inform Specialist Provision Sufficiency Strategy.	Significant increase in number of places available in specialist provisions.  Review of effectiveness of resource bases and alternative provision is undertaken.	Increased capacity across the local area to meet demand to 2021/22 and beyond.

Action	Milestones		
	July 2020	November 2020	March 2021
	Principles for specialist provision planning are agreed.  Forecast demand to ensure there are sufficient places in specialist provision (schools and resource bases) to meet need.		

<b>Improvement Priority 5</b>	<b>Outcomes we are aiming to achieve</b> Parents and carers have a positive experience of the SEND system in Bristol and their confidence in the system improves
<b>Impact Measures</b> Findings from quality assurance activity (audits, feedback cards, surveys, complaints) demonstrate ongoing improvement in parental confidence and satisfaction with the SEND system and Local Offer.	

Action	Milestones		
	July 2020	November 2020	March 2021
Coproduce the Local Offer website with children, young people, parents and carers in order to ensure information is clear, comprehensive, accessible and up-to-date.	Developed working groups with young people, parents and carers to identify their key needs and agreed way forward for the Local Offer website.  A co-produced Website Development Plan, ratified by all.	Completed stage one of the Website Development Plan in coproduction with young people, parents and carers.	Completed stage two of the Website Development Plan in coproduction with young, parents and carers.  Annual report of Local Offer progress published.

In addition to the above, there are three ‘Coproduction Projects’ each costed in at £50,000 that will be developed with schools, in the broad subject areas of; 1) Autism; 2) KS2 to KS3 SEND transfer and 3) School SEN Support. Milestones for these projects are in development.