

Education and Skills Director's Report to Governors

SPRING 2018

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DEVELOPING THE EFFECTIVENESS OF YOUR GOVERNING BODY

For more information
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Update on School Funding

Summary

The report, 'Annual Report on School Funding in Barnet for 2018-19', will be considered by the Children, Education, Libraries and Safeguarding Committee at its meeting on 16 January. The report (item 10 on the agenda) can be found at <http://barnet.moderngov.co.uk/ieListDocuments.aspx?MId=8695&x=1>

The key points are as follows:

- In response to the consultation on the transitional school funding formula for 2018-19, 88% of respondents supported option 2, the National Funding Formula with additional protection – the phased introduction of the NFF between 2018-19 and 2020-21
- In the consultation we indicated that this option, even with the additional protection, could mean most schools losing up to 0.5% funding per pupil, but we said that this modelling was based on October 2016 census data and the provisional DSG allocations and assumed growth funding would need to be at the same level as in 2017-18
- The DfE announced allocations of the Dedicated Schools Grant funding to local authorities in December 2017. The revised allocation for the Schools Block, now based on October 2017 school census data, and a review of the school growth funding required for 2018-19, means it is now possible to protect pupil-level funding so that no school will receive less money per pupil in 2018-19 than they did in 2017-18. So this is an improvement for most schools, which would otherwise experience a reduction in per pupil funding
- This level of protection can be achieved by setting a Minimum Funding Guarantee of 0% (meaning MFG funding per pupil for all schools will be at least at the level it was in 2017-18). To ensure this is affordable, it is proposed to set a cap on gains at +0.24% per pupil for any schools gaining from the phased introduction of the National Funding Formula. The MFG and cap on gains are subject to approval by the Schools Forum at its next meeting on 1 February
- The council has to submit details of the proposed school funding formula, MFG and cap to the DfE on 19 January 2018 and we are asking the council's Children, Education, Libraries and Safeguarding Committee at its meeting next week (16 January) to approve the submission on the basis of option 2 from the consultation with schools on the Barnet School Funding Formula for 2018-19 – the National Funding Formula with additional protection and with the provision for a Minimum Funding Guarantee of 0% and a cap on gains of +0.24% per pupil
- Appendix A of the report shows the indicative funding allocations for individual schools and the variance in funding compared with 2017-18 for each school. Please note that, although we expect the final figures to be similar to these indicative ones, they are still provisional figures. Final allocations will be issued, as usual, during the February half-term.

Governors' Role For information by Contact

To note the above information.

All Governors

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Latest Attendance Information for Barnet Primary Schools

Summary

The latest attendance data (Autumn 2016 and Spring 2017) indicates that Barnet primary schools have improved pupil attendance overall from 95.9% to 96.1% (which is now above the national average).

We are pleased to announce that our local authority ranking has improved from 98th overall to 50th, which is a good achievement. Thank you for your hard work in tackling this issue. We know that many schools have made attendance a focus and have robust action plans in place to tackle poor attendance.

In order to consolidate this good practice and improve even further, we will be holding an attendance conference on Thursday 25 January 2018 at the BEST Hub. This conference will focus on sharing good practice, the effective use of attendance data and problem solving to overcome barriers.

Booking details are available via the link:

http://cpd10g.cyberdrome.co.uk/pls/cpd1718/gen_cpd_pubview?p_cr_id=171820108&p_style_id=118

Governors' Role For information by

To note the above information.

All Governors

Contact

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Summary

Thank you to those Governing Bodies that have submitted their Governance self-evaluation audit tool. Governing Bodies of schools supported by the Governance Advice Officer (GAO) service will receive feedback on their Audits as part of their service entitlement.

Undertaking regular evaluation to monitor and improve the quality and impact of governance is a feature of effective governance. It is essential for the governing body to reflect on its own effectiveness including the effectiveness of its processes and structures. This will assist in building relationships and improving accountability, and will enable the governing body to ensure that there is a clear distinction between strategic and operational leadership. It will also assist in setting the tone and culture of the governing body.

Governors' Role To note the information

For action by

All Governors

Contact

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General Data Protection Regulation (GDPR)

Summary

From 25 May 2018, the EU General Data Protection Regulation (GDPR) comes into force, which will have an impact on every UK organization including schools, which process staff and student data. The GDPR will replace the European Union Directive on Data Protection that is currently in place in the UK.

UK organisations handling personal data will still need to comply with the GDPR, regardless of the Brexit process. Not only will the GDPR come into force before the UK leaves the EU but the UK Government and the Information Commissioner have confirmed that the Regulation will continue to apply post Brexit.

Many of the GDPR's main concepts and principles are much the same as those in the current Data Protection Act, so the Information Commissioner's Office (ICO) states that if organisations are complying properly with the current law then current approaches to compliance may be used as a starting point to compliance under GDPR. However, there are new elements and significant enhancements, so organisations will be required to introduce new processes and procedures.

The ICO has issued a checklist of twelve steps that organisations can start to take to ensure they are ready to comply with the new GDPR in May 2018, which can be found via the following link:

<https://ico.org.uk/media/for-organisations/documents/1624219/preparing-for-the-gdpr-12-steps.pdf>

To support Governors in their strategic responsibilities, we are running a Governor Support and Development training course on General Data Protection Regulation (GDPR) on Thursday 22 February 2018 at 7 – 9pm at BEST Hub. This new course will support Governors in asking questions to help ensure that their schools are compliant.

Governors' Role

Governors to note the information above

For information by Contact

All Governors

Sarah Beaumont, Governor Services Manager and Lead GAO
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South, London N11 1NP.
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Summary

Your governing body provides strategic leadership and accountability, playing a vital role in maintaining and improving school performance.

On 1 September new provision from Governor Services was launched to schools, in order to support governing bodies in remaining legally compliant and undertaking their many roles and responsibilities. Early feedback on our new services, including the new Associate Clerking service, has proved very helpful in shaping our future offer.

Schools can choose from a suite of services designed to provide the level of support that you need.

Schools buying into the Governance Advice Officer (GAO) package will receive:

- strategic oversight and support on governance issues throughout the year through a termly newsletter and other supporting materials;
- advice and support for their clerk from a Barnet Governor Advice Officer (GAO)
- advice and assistance on governor election procedures, documentation, membership eligibility and on disqualification procedures and documentation
- liaison with diocesan boards and other appointing bodies
- liaison with legal services on the provision of instruments of government
- advice on instruments of government and on constitutional and procedural matters
- advice and liaison with the council on local authority appointments
- advice on the role of the clerk and governors
- Feedback on your Governance Self-evaluation audit.

Schools buying into the Governance Advice Officer (GAO) and Associate Clerking package will receive:

- all the support listed above from a Barnet GAO
- allocation of an Associate Clerk who will attend your Governing Body meetings as required and take minutes, manage agenda and reports, and electronically distribute Governing Body papers

The termly GAO newsletter, one of the features of the new GAO service, contains information to help support the effectiveness of your Governing Body. The Spring 2018 newsletter contains information on:

- The flavour of the spring term
- Driving up educational standards and financial performance
- Who governs our schools?
- General Data Protection Regulation (GDPR)
- Internet Safety Strategy Green Paper
- Primary PE and Sports Premium
- Annual Governance Statement
- The Governance Advice Officer (GAO) briefing meeting

-
- Analyse school performance (ASP)
 - The Associate Clerking Service
 - Sources of support

As part of our enhanced support to you, Governors of schools subscribing to the GAO service are also invited to attend your new termly GAO Briefing for Governors on **Thursday 8 February 2018 at 7 – 9pm at BEST Hub, Lanacre Avenue, Grahame Park, Colindale NW9 5FN.**

This briefing builds on and combines with the termly Training Link Governors' meeting, sharing information on education issues and Governor Support and Development. You may book your place using the following link:

Schools buying into the Governor Support and Development Programme will receive unlimited access to all our Governor training courses. The Governor Support and Development Training programme offers courses on relevant topics, and can be accessed via the link:

http://cpd10g.schoolcircular.co.uk/pls/dad_cpd/gen_bystrand_fr_pub

Governors can register for courses online.

In addition, all schools subscribing to our Governor Support and Development Training Programme now have automatic access to a host of online training modules at 'Modern Governor' via www.moderngovernor.com.

**Governors'
Role
For action
by
Contact**

Any Governing Body interested in subscribing to any of the above services should contact Sarah Beaumont

All Governors

**Sarah Beaumont, Governor Services Manager and Lead GAO
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Summary

As you may be aware, Capita HR Solutions will be making improvements to the way we provide the HR and Payroll service for our school's clients during 2018 by introducing iTrent. iTrent is a HR and Payroll system provided by the market leaders MidlandHR (MHR). We're confident that the new system can offer significant benefits to our clients including a positive change in functionality and an improved customer experience.

In London Borough of Barnet this change will affect 81 schools with Capita payroll and the transfer to iTrent has been re-scheduled for 1st April 2018. Following the iTrent announcement on 7 September we received feedback from schools on our proposed transfer schedule and instigated a review of the transfer plan. A key area of feedback from our customers was concern around changing the payroll system before the end of the tax year. This new date allows us to complete the financial year within one system before migrating to iTrent for the start of the new tax year. In addition, we will realise other benefits as a result of the postponement including;

A smoother transition for schools; this will give us the opportunity to introduce schools to the system more thoroughly and provide full training materials prior to Go Live.

A more robust system; as with any new system we expect small changes and tweaks to be necessary following introduction. We now have the opportunity to spend extra time performing additional rigorous and detailed testing to identify any system glitches before the system is handed over to our customers.

For Capita this change means maintaining data in 2 systems across 3 sites during February and March 2018 in order to complete parallel running and fulfil end of year reporting requirements. To enable us to do this we will need to initiate some extra measures including earlier payroll cut-off dates to support the work. Revised payroll dates for the first quarter of 2018 were communicated in December 2017.

Training users of the system is a high priority for us and we want to ensure we roll out suitable training to our customers at the right time. The majority of our training will be focussed on our online self-service clients who currently use MyView. We expect to roll out training for Barnet users during 2018 as follows;

- **January 2018** | Full Userguide and Quick Start guides available
- **February 2018** | Step-by-Step process training videos released
- **March 2018** | System demonstrations and training sessions
- **April 2018** | Helpline available for new system queries

We have a dedicated team working on the transition and are committed to supporting schools throughout the change with minimal disruption.

Further information is also available on a dedicated microsite;
www.capitahrsolutions.co.uk/itrent

Any questions in relation to the iTrent transfer, can be directed to the HR and Payroll teams or emailed to Project.Algebra@capita.co.uk

Governors' Role To note the information
For action by All Governors

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7. New for 2018 from the Barnet Safeguarding Children Partnership

Summary

- Website
- New Continuum of help and support (Thresholds) and Resolution Policy (Escalation policy)
- Safeguarding Guide

A key theme that emerged from our Improvement Planning process was the need for the partnership to have a more informative website providing access to multiagency training, safeguarding tools, guides and the latest safeguarding policies and procedures.

The website is live on <https://thebarnetscp.org.uk/bscp>

The website contains information about a variety of the aspects of our work including training and guidance/ advice. It has sections giving information about how to ensure the safety of children and young people. It is a tool designed to raise awareness and highlight how we can all work together. Please remember that "safeguarding children is everyone's business".

It is hoped that you find the website and its contents useful. Any feedback is most welcome.

Partners also requested a review of the thresholds document. Working with colleagues from across the partnership we have revised our thresholds and have a new Barnet Continuum of Help and Support and Resolution Policy.

Our primary aim is that there should be 'no wrong door' for seeking additional support for children.

We have also worked with partners to create a new online Safeguarding Guide.

The guide is split into two main sections:

1. Information on the path a child might take through services and how professionals can support this, with a particular focus on safeguarding and education, as well as multi-agency guidance on working with children and families.
2. A reference guide on how to access resources available to support children and young people and families in Barnet. Containing contact details of key staff.

The guide is only available in a protected area – the members' area - as it contains contact details of key staff. If you are a professional working with children with safeguarding needs please do register via the website to become a member of the Safeguarding Partnership.

Our aim is to continually develop and improve the tools, guides, policies and procedures responding to the needs of partners. Therefore if you have any suggestions please do contact the Safeguarding Partnership Business Unit via BarnetSCB@barnet.gov.uk

Governors' Role To note the information

For action by All Governors

Contact Andrew Fraser, Independent Chair, Barnet Safeguarding Partnership