



Surrey Schools Forum Minutes of Meeting

Tuesday 4 July 2023 1pm at Guildford Pavilion

Approved by members of the Forum at meeting on 3 Oct 2023

Present

Chair

Rhona Barnfield Howard of Effingham School Academy member

Joint Vice-Chairs

Kate Keane Ewell Grove Primary Primary Head

Justin Price Freemantles School Special school head

Other school and academy members:

Donna Harwood-Duffy Dorking Nursery school Maintained nursery sch rep

Clare McConnell Bisley Primary School Primary Head

Geoffrey Hackett Burpham Primary Primary governor

Steph Neale St Pauls Catholic Primary Primary governor

Elaine Cooper SWAN academy trust Academy member

Jo Hastings Ottershaw Infant and Junior Academy member

Karyn Hing Westfield School Academy member

Jack Mayhew Learning partners MAT Academy member

John Winter Weydon MAT Academy member

Non-school members

Sarah Porter Private, voluntary and independent nurseries

Tamsin Honeybourne Unions: Education Joint Committee

Matthew Rixson Guildford Diocese (Church of England)

Joe Dunne Arundel and Brighton Diocese (RC)

Local Authority Officers

Liz Mills (LM) Director–Education and Lifelong Learning

Carol Savedra (CS) Assistant Director-SEND, Education, Early Years

Daniel Peattie Strategic Finance Business Partner

Sarah Bryan Deputy Strategic Finance Business Partner

Anwen Foy Surrey Virtual School Headteacher

David Green (DG) Senior Finance Business Partner (Schools Funding)

1 Welcome, Introductions and Apologies for Absence

Apologies had been received from:

Lisa Kent	Manor Mead and Walton Leigh Schools (special governor)
Ben Bartlett	Hinchley Wood Learning Partnership Academy member
Neil Miller	Bramley Oak Academy Special academy member
David Euridge	Reigate Valley/Wey Valley AP academy member
Folasadi Afolabi	Unions: Education Joint Committee
Claire Poole	Family Voice Surrey

Apologies for absence and resignation: Paul Jackson (PRUs)

2 Election of Chair

Jack Mayhew had been nominated unopposed as the next Chair, to take office by the end of July by arrangement with the outgoing Chair.

3 Declarations of interest for this meeting and register

There were no declarations of interest over and above those already reported. The Chair noted that seven current members had not submitted declaration forms, and she encouraged all members to do so. Forms would be circulated for members to complete and (where necessary) update.

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4 Minutes of previous meeting (12 May 2023)

Accuracy

The minutes of the previous meeting were agreed as accurate.

Matters arising (not covered elsewhere on the agenda)

Two webinars had been arranged, on 12 and 18 September, to allow headteachers to ask questions on the forthcoming funding consultation, including the impact of proposed changes to notional SEN funding. Members noted the need to promote these events, as they were new. There would also be events to brief the early years sector on the early years funding proposals.

5 Mainstream SEND banding review update

Carol Savedra reported that the consultation on the proposed changes had now been completed and implementation was now in progress. Much modelling had been undertaken on transitional impact.

EHCPs for 1,140 secondary pupils had been transitioned from hours to the new bands. Schools had been capped at a maximum loss of 1% of the old values, and at a maximum gain of 2%. The estimated overall cost of transition for the secondary sector was £31,000. Over the next few weeks individual secondary schools would

receive statements with a summary of the overall impact of transition and a comparison of old and new funding at pupil level. Key stage transfer pupils would be excluded from the comparisons, as they would be assigned to the new bands but would not have an old value to use for comparison. Transition for existing (non key stage transfer) pupils would be in September 2024. Again the aim was that there would be no large gainers or losers at school level from transition. 573 key stage transfer pupils were assigned to bands in secondary schools. Schools would be given an update in the week's bulletin and an update would be provided for parents on Surrey Says. There had been positive feedback from families, after earlier concerns.

The Chair suggested that the process for reviewing bandings for special school pupils was long and not straightforward and hoped that the equivalent process for mainstream bandings would be simpler. Carol advised that changes should come from annual reviews or extraordinary reviews, via panel. LM suggested that a different process may be needed initially, in order to avoid delaying decisions and putting too much pressure on case officers. Perhaps there could be smaller panels initially. Members noted the need to ensure effective communications, particularly with SENCOs.

6 Surrey Virtual School Annual report on pupil premium plus for looked after children 2022/23

Anwen Foy presented this item. She reminded the Forum that the virtual school's remit included oversight of education for children who were in LA care, children previously in LA care and children with a social worker, but the focus of the item was on the pupil premium for children in care, which was managed by the virtual school.

ESS have indicated they are prepared to match current prices (plus inflation) if the council signed a “facilitation agreement” whereby it agreed to give up its rights under the existing “perpetual licence”. This licence appeared to give the council some scope for negotiation. The council was seeking Schools Forum’s views as to whether it would support the council signing such an agreement. This would not preclude any maintained school from seeking an alternative supplier. IT and procurement colleagues are available to support schools to study and compare the associated contract terms.

Members expressed concern that ESS’ minimum three-year term meant that a school which planned to convert to an academy within that period would be forced to buy a three-

Members noted that schools needed to be aware that they had a choice of continuing with ESS or seeking an alternative supplier. They asked for an update to be provided for all schools in the bulletin before the end of term. **Action for Daniel Peattie.**

An update was requested for the next meeting **Action for Mary Burguieres**

8 Other issues for 2024/25 school and early years funding consultation

It was important to consider the impact of any changes on small schools. Typically 1 form entry infant and primary schools were considered small for this purpose.

DG expected Mainstream Schools Additional Grant to be added to the 2023/24 baseline, from which minimum fundin

would need to be distributed outside the formula. In the circumstances, she proposed a separate timescale for the early years consultation in autumn 2023, starting later than the schools consultation, The 15 hour funded entitle4 744.8n1 0 0 1 72.024 731.0

