



H&F Primary Headteachers Meeting

Thursday 7 October 2021

Headteachers present at meeting:

Wendy Aldridge – Sullivan Primary School
Tara Baig – Miles Coverdale Primary School
Jo Breslin – St Thomas of Canterbury Catholic Primary School
Marianne Chapman – WLFS Primary
Dave Collins – Brackenbury Primary School
Phoebe du Parcq – Queens Manor Primary School
Claire Fletcher – St Paul’s CE Primary School
Seamus Gibbons – Langford Primary School
Anika Hargie – Wormholt Park Primary School
Sue Hayward – Sir John Lillie Primary School
Paul Jobson - Normand Croft Community School
Suzanne Kelly – Thomas’s Academy
Martin Kincaid – St Augustine’s Catholic Primary School
Robina Maher – St Mary’s Catholic Primary School
Jess Mair – John Betts Primary School
Sam Naismith – Flora Gardens Primary School
Georgina Ross – Brackenbury Primary School
Leesa Schooneman – Fulham Primary School
Maya Whittleton – Avonmore Primary School
Barbara Wightwick – St John’s Walham Green CE Primary School

Apologies:

Anne-Marie Strachan – Melcombe Primary School
Michele Barrett – Vanessa Nursery & Randolph Beresford Early Years Centre
Joe Brown – Old Oak Primary School

LA Staff

Jan Parnell
Keith Tysoe
Keith Fernandes
Ann Kenny

Agenda

- 1. Welcome & Introduction: Jan Parnell**
- 2. School Budgets: Tony Burton**
- 3. Fulham Palace Resources: Jean Shipton**

4. Resettlement of young people from Afghanistan Update. Jan Parnell
5. High Needs Block Update: Jan Parnell
6. Feedback from SEND Conference: Claire Fletcher
7. OFSTED Updates: Keith Tysoe
8. AOB

1. Jan Parnell – Welcome

Jan Parnell welcomed all Primary Headteachers to the meetings. Advised there would be a change in timings for the meetings 9-10.15am. Currently advised to hold meetings face to face but hope to be able to hold blended i.e. mixture of face-to-face & online.

2. Schools Budgets – Tony Burton

Purpose of Tony attending meeting is to give overview of where we are with school budgets over next few months.

Also, to advise on information given in Finance Presentation given by Jill Lecznar and Caroline Baxter. during H&F School Governors Conference held on 2 October 2021.

- Financial context & schools funding
- Process for Schools Core Budget & consultation*
- Capital Programme for maintained schools
- Role of Schools Forum
- Importance of medium term financial planning
- Scheme for Financing Schools
- Schools Financial Value Standard and oversight of key controls in schools
- Internal Audit considerations

*Budget Workshops are scheduled for:

Monday, 18 October 2021 – 5-6.30pm Please click [here](#) to register

Wednesday, 20 October 2021 – 12.30-2pm Please click [here](#) to register

Tony apologised for date change after communications initially had been sent out.

The workshops will be:

- Focused on the mainstream budget process for Years Reception to Year 11 (Primary/Secondary)
- Principally targeted at Headteachers, SBMs, Finance Directors and Governors/boards
- However, anyone with an interest in schools finance can join
- Please note that the first 20 mins of each session will cover the following which is specifically relevant to all maintained schools including maintained nursery schools, special schools and sixth forms:-
 - Contributions to central function
 - Scheme for financing schools and financial procedures

Presentation to be uploaded to Updates session of Lilla Huset website

Questions - No questions put forward

3. Fulham Palace Resources: Jean Shipton

Jean is the Education Officer at Fulham Palace and had previously been a Headteacher/teacher working in H&F schools in for over 30 years.

Described Fulham Palace as being a very large house by Putney Bridge inhabited since prehistoric times: School visits are welcomed and there are many opportunities. Jean shared video which advised:

- Now, after £3.8 million restoration programme, the 'new' Fulham Palace has reopened to the public.
- The Tudor courtyard has been restored as well as the historic rooms
- A new shop and a larger museum are now also open
- The garden has been transomed with the reintroduction of plants originally grown there in the 17th Century by Bishop Compton
- There are over 13 acres of beautiful botanic garden to explore, together with a historic walled garden where they grow and sell their own produce

Jean advised the palace is a stunning place to be working. The Education Department is a non-profit making organisation and Hammersmith & Fulham schools are given priority so if any schools have not visited in 2 years, they have access to a free workshop.

- Lots of resources and films on the website,
- EYFS children are given free story bags
- For KS1 pupils, you can request a free story book: The Palace Cat.
- Sample Lens boxes including real and replica items.
- Outreach sessions can also be arranged so she can come to schools
- Lots of different workshops:
- KS1 and KS2 Stone Age, Vikings
- I spy trails

The palace is a local venue with excellent transport links.

Jean is here to help schools explore

Please click [here](#) for link to website

Any questions please email education@fulhampalace.org

4. Resettlement of young people from Afghanistan Update. Jan Parnell

- Over 68 refugee children arrived into Hammersmith and Fulham with their families. Some don't even have families as were subjected to traumatic event which occurred at Kabul airport.
- Children have been given places in our schools. Chose to educate them locally in schools close to where they are staying at the Ibis Hotel.
- Normand Croft Community School and Sir John Lillie Primary School.
- They can walk to school H&F are expecting more refugees but not from Afghanistan.

- 30 secondary pupils including girls who have never been educated due to part of regime before Taliban.
- Many children witnessed things they should not have seen.
- EPs and other H&F team members have been working down at the hotel with them including lots of play to make them. Hoping to make them feel more secure.
- Neighbouring boroughs are struggling with dealing with families who have arrived.
- H&F have taken in an additional 30 secondary school pupils from RBKC yesterday who have joined. These Children have been given places at the Phoenix Academy. Many of the children also have lots of health related and psychological issues. Most literally came with the bag they were carrying.
- Several pregnant women including one who gave birth this week.

Jan thanks colleagues for their understanding as currently having to make logistical decisions.

All NEU colleagues have been amazing.

Currently, the refugees have no money. The Home Office are not giving any and therefore the families are totally reliant on what we (H&F) can provide and also the hotel. Soon as they are in a school setting, the better for them.

Keith Tysoe wanted to give personal thanks to Sue Hayward and Paul Jobson for their support. Paul has planned stay sessions at his school which have been so helpful as staying in a hotel is not conducive to good wellbeing. Special thanks to Tracy McCormack, Sam Lord and Satwinder Saraon for stepping up to this real challenge and working at the hotel with the refugees.

School placements are temporary, and the ultimate placement will be down to Home Office.

Jan advised she had finally been in close negotiation with Home Office to ensure we do not have the same exodus as previously happened with refugee families i.e. children in school one day and whisked away the next with schools not being advised of what was happening. Jan will be further communicating on this.

5. High Needs Block Update: Jan Parnell

H&F have in the past been chronically underfunded and recently received a settlement which was used to pay off debts previously incurred.

Currently going through a whole range of work streams, working on behalf of schools and in collaboration with them.

Headteacher reference group for falling rolls

SEND panel have raised huge issues within speech and language community Quality is patchy. Looking at restructure

Speech, Language and Communication Needs (SLCN) Remodelling

- Launch of the Joint Communication Team that will focus on improving accessibility to Speech, Language and Communication support without the need for an EHCP to ensure early identification and intervention via a multi-disciplinary team.

- The service will support building capacity across the workforce through a training offer to support children with SLCN and integration into the curriculum building capacity at SEN Support.
- Communication Champions relaunch and developing network support for schools

Satwinder Saraon and team are working with Senco's through the Senco Forum and also putting out a recruitment, remodelling phase and all proposals will be going through SEND reference group to help shape future provision

Alternative Provision (AP)

- Regularisation of AP place commissioning requirements is on track as per the separate paper to Schools Forum setting out the 2022/23 commissioning intentions.
- Regularisation of LA contributions to schools commissioned provision for fixed term exclusions will deliver a part year effect from September 2021 with full year effect from September 2022 as agreed with Secondary Headteachers.
- Regularisation of funding recoupment activities is agreed effective from April 2021

Our Alternative Provision in H&F is excellent, but we cannot afford to maintain this throughout the borough so have been regularising commissioning. The Courtyard Primary provision has a limited number of expensive places. Our Headteachers struggled to get pupils into the provision due to quota of children attending from outside the borough and are currently in tough negotiations through SEND.

Sufficiency Planning

- H&F will shortly be releasing a tender to identify a provider to commence in January 2022 to support in developing a medium to long-term plan to re-design specialist provision in H&F in collaboration with schools, parents, and partners.
- The programme will aim to build a system-wide mechanism across education, health and care to capture changing population needs, accurately project future specialist provision requirements so appropriate provisions can be identified and commissioned.

Interim Tuition

A number of service refinements have been undertaken to date including:

- Referrals considered on a case-by-case basis to ensure the best provision for the child or young person.
- There is greater emphasis on schools' responsibility to use best endeavours to ensure that the child and young person has access to learning.
- Support from medical professionals in advising where the child is not fit to return to school.
- Better value for money packages secured and existing tuition packages reviewed and clarified.
- A brokerage function has been introduced to spot purchase from a variety of home tuition providers.

Next steps include development of long-term procurement strategy for provision.

SEND Strategy

- Since becoming a sovereign service in 2018, considerable work has been undertaken in partnership with and full consultation with our young people, parents, carers and schools
- The feedback to date has shaped the SEND Transformation Programme (High Needs Block programme) and the development of a draft SEND Strategy which we anticipate consulting on in the Autumn term
- We will also be seeking to coproduce an Inclusion Charter with schools to support the implementation of the strategy via an agreed set of inclusion principles that schools and services commit to in delivery services to child, young people and their families
- The Ordinarily Available document will also be launched to support schools in understanding the local offer, universal, targeted and specialist provision available.

6. Feedback from SEND Conference: Claire Fletcher

- SEND Conference was a huge success and Claire requested headteachers to complete an evaluation sheet and are looking at working together to see how we can share forces and resources.
- SEND group are working with and supporting LA and been in discussion with Keith Tysoe as to how we may shape vision and offer.
- One point is hearing from schools that the SENCO Forum is the main communication point between Senco's but Headteachers also need to be kept in the loop, so they are always aware.
- There is lots we can do to shape this in the LA and will be worked upon.

Jan P

Reflected back on the work that we done in pandemic and also our Summer programme – which fed 17,000 children and was a very valuable support to parents. This has been recognised by local government associations who are requesting to take case studies from us.

LA are currently due an inspection of our Children's Services so in addition we have a no. of pressure points but continue to work on headteacher streams.

Falling roles: Daryl Mathurin will be working with a group of headteachers and will start workshops in December or early New Year.

Currently all authorities are being challenged.

Secondary Headteachers send best wishes to their Primary headteacher colleagues and would like to meet and talk with them re transition. **Jan** will report back on that point.

7. OFSTED Updates: Keith Tysoe

Keith advised that before Pandemic and first lockdown in March 2020, we were in process of arranging an OFSTED update and now currently working on arranging a briefing again.

Ofsted briefing from Lesley Leak at Governors Conference on Saturday 2 October advised the following:

- Outstanding schools no longer exempt from routine inspection
- All previously exempt schools can expect an inspection before August 2026
- Outstanding schools inspected before September 2015 will receive a Section 5 (full inspection) as initial inspection
- Outstanding schools inspected after September 2015 will receive a Section 8 (short inspection) as initial inspection
- Overall effectiveness based on:
 - ✓ Quality of education
 - ✓ Behaviours and attitudes
 - ✓ Personal development
 - ✓ Leadership and management
- Transitional arrangements and a 'best fit' approach
- Less focus on data, more of first-hand inspection activities
- Quality of education judgement with a focus on pupils securing a deep body of curriculum knowledge
- Curriculum design (intent, implementation, impact) and teachers' subject knowledge
- Emphasis on language comprehension and reading
- Senior leaders including governors focused on providing high quality educational provision
- Behaviour and attitudes towards learning judged separately from wider personal development, character and resilience

In a nutshell, we are currently in process of arranging for OFSTED advisers to come and update.

Jan P: Lessons can be learnt from our own headteachers. We can have an official workshop but can also refer back to our own CPD network for advice and information.

Also, thanks to those headteachers who helped appoint new Senior Adviser for education team who will be starting with us in January. This will be a full time appointment and will replace part-time consultants and will be more cost effective, although she appreciates some schools may wish to appoint Lesley Leak to advise.

8. Magic Breakfast: Marcus Robinson

Had a very successful summer programme of holiday provision which was funded by Central Government. The programme had a good effect on children going out and socialising and now looking to support our holiday providers during the rest of academic year. Currently working with a list of providers and soon as list is finalised will release to schools to promote to families who they think would benefit from holiday provision.

Marcus wishes to thank Headteachers who were part of Steering group and is now here to give an update on the **Magic Breakfast** programme and the headline is that contract has been extended for a further 2 academic years, having already delivered over 330,000 breakfasts in H&F

Survey of our participating Schools:

- Uptake has grown by 65% since implementing Magic Breakfast provision
- In schools that had no existing breakfast provision or free places available, on average, they are now reaching 38% of their school roll every day with a healthy breakfast
- 88% of schools believe that breakfast provision during the past 12 months has helped to reduce child hunger at their school
- 100% say it has improved pupil readiness to learn
- This year they will be collecting further baseline data

It remains a flexible offer of:

- Advice on how to set up breakfast provision that supports hungry children
- Optional: free food deliveries of healthy breakfast food
- Optional: Annual grant funding to cover additional costs (those received so far currently being processed for next payment run)

Continuing to provide support for vulnerable children over the school holidays. Including take home breakfast and home deliveries.

Particularly with Universal Credit reduction, high fuel prices and end of furlough, they continue to feel it is important for children to have the best part to the day.

If you are not yet part of the programme, Magic Breakfast would like to arrange a short conversation to understand if they can support. Contact Rebekah Willetts:

Rebekah.willetts@magicbreakfast.com

Jan thanked Marcus. No questions.

9. AOB

No further business and Jan brought meeting to a close at 10am

Next Primary headteachers Meeting scheduled for Thursday 9 December 2021 at 9am.