

**FAP/Secondary Headteachers Meeting
Minutes**

Wednesday 16 November 2021
8.30am - 10.00am
Teams Meeting

Attendees:

Name	School	Name	Position
Elisabeth Stevenson (Chair)	Lady Margaret School	Jan Parnell	Director Education
		Jacqui McShannon	Director Children's Services
Marion Doyle	Sacred Heart High School	Liz Spearman	Head of Ace & School Admissions
Sally Brooks	FCAT	Keith Tysoe	Strategic Lead Education, School Improvement and Inclusion
Paul Bhatia	Burlington Danes Academy	Satwinder Saraon	Strategic Lead for Education, Transformation
Gary Kynaston	Hammersmith Academy	Tahirah Chaves	Education Adviser
Daniel Wright	London Oratory School	Brenda Whinnett	Youth Voice Coordinator
Leon Wilson	Hurlingham Academy	Ann Kenny	BSO
Ben McLaughlin	WLFS	Sharon Egdell	Infection, Prevention & Control Specialist adviser, H&F
Tony MacDowall	Phoenix Academy	Nicola Lang	Director of Public Health, H&F
Dave Smith	The Fulham Boys School	Stuart Whatmore	Music Hub, H&F
Mary Berrisford	WMSF	Ann Kenny	BSO Learning Partnership
Ziah Raphael	Ormiston Bridge Academy	Michael Stones	Kooth

Apologies: No apologies received.

<p>1. Fair Access and Manged Moves FAP notes to be circulated separately by Elizabeth Spearman.</p>
<p>2. Welcome/Apologies</p> <p>Elisabeth Stevenson: What schools are doing is really tough and also now managing balance of this with managing uncertainty of future. Sorry to not meet in person but sensible to meet on-line.</p>
<p>Refugee Update: Jan Parnell</p> <ul style="list-style-type: none"> • Significant number of refugees • Decided to place children in a limited no of settings • Only just received notification from DfE re grants for schools taking refugees • Fulham Cross Academy Trust took 24 boys and girls. • Most are fine but all having been through trauma.

- Primary: Sir John Lillie & Normand Croft took 14 pupils. and a no.
- 17 nursery school children under the age of 5.
- Living in one hotel.
- Many having health needs – being led by Niki Lang
- Not looking to house them in borough long term
- Given scale of issue the families will be with us for some time.
- Amazing support from voluntary sector and new.
- H&F have the most comprehensive education offer to all refugees. Most highly bright and engaged but not all. Thanks to Sally.
- Other people in community see the young people them as vulnerable and try and engage them in dubious activities. Sam Lord had put incredible response to keep people engaged
- Ian Heggs at RBKC had a number of children he couldn't place and phone. Took in 30 at Phoenix.
- Small number of other secondary school pupils coming in and meeting scheduled later today to discuss response to another group.
- 49 new residents arriving on 1 December. Not yet sure of ages.
- Relevant to FAP as it means large number of schools have taken pupils in.

3. Covid 19 Update – Jan Parnell (JP), Tahirah Chaves (TC), Nicola Lang (NL), Sharon Egdell (SE)

- **JP:** Still dealing with virus. All are still vulnerable and if we can get boosters to schools and staff would be good.
- **NL:** Sent letter to all schools at beginning of term. Little restrained by government recommendations. Thanks to all for how they are continuing.
- **TC:** Thanks to teachers for undertaking vaccination programme.
- H&F and NW London did not have great uptake.
- Acknowledged hard work.
- In terms of current out-breaks – currently 6 ongoing, which includes private schools.
- Currently still as much Covid as last year going around.
- Concerned as not getting notifications for all schools in a consistent way and **NO** notifications from some schools.
- Please make sure you inform us.
- Allows us in H&F to see what is going on in our schools so we have logged evidence in order to help and offer support and see if there are patterns.
- Very short piece of information required.
- Important for **TC** to support where she can.
- **SE:** Mitigation and Prevention Measures
- **SE** is a registered nurse with specialist qualification in infection prevention and specialist Control.
- Vaccinations for 16-17 year olds - face another hurdle as vaccination booster recommended Vaccination is doing a good job at dampening down cases but we do know majority of people in ITU are unvaccinated.
- Virus will find an opportunity to mutate as in case of HIV. Same thing will happen and every case we have in an unvaccinated person is an opportunity for virus.
- Vaccination done a good job but a significant amount 47% = high proportion of people unvaccinated.
- Care homes. If cases discovered early we can stop outbreaks.
- Regular testing of staff, residents and visitors.
- Important mitigation going through winter which is slightly at odds with DfE guides but schools will not stop an outbreak if you cannot find the cases.
- Culture is around testing.
- Whilst people may think it is a cold it could be virus so testing important to stop pupils going into school.
- Pretty big outbreaks in borough and impact on children significant.
- Better to be proactive rather than reactive to stop transmission cycle.
- Lateral Flow testing to be undertaken routinely.
- If you source control i.e. face covering this will reduce risk.
- Think about School routine and ventilation. 3 things keep us going throughout winter.
- Culture around respiratory infections which will be rife this year due to low immunity.

- Outbreaks in schools spill out into community.
- **NL, TC & SE** very supportive of schools if right thing works for them even if not in line with DfE guidance. Come from public health backgrounds and can see benefits.
- Schools to do what they can and if they advise re cases team can then jump on and act accordingly.

JP: Going to be vigilant as we head into winter. Have our own plan in H&F and requests start reporting into scheme Tahirah Chaves has set up.

NL: Have weekly stats on vaccination in schools. Pop-ups for vaccinations coming to 145 King Street. NL will email 3 specific schools who have not submitted returns.

Action: At request of Gary Kynaston, the Team agreed to pull a communication together in the way of sending out statement from H&F to parents to enable schools to introduce masks as compulsory at the request of Gary Kynaston

Keith Tysoe: Reminder that attendance data **needs** to be reported. Some schools are not doing on a regular basis or have never submitted. Please submit so we have an update on a weekly basis.

4. Post-Covid19 recovery: supporting pupils' mental health – Satwinder Saraon

- LBHF Education Psychology Service
 - 2021 -2022 Wellbeing for Education Return (WER) Project: Learning from the Pandemic and building on our schools' resilience and resources
 - Having already provided 4 well-attended and well received live webinars for schools we are now in the second phase of the project in order to maximize the effectiveness and take-up of training.
 - Currently available WER project resources for schools:
 - Additional support and intervention provided by the EPS to support wellbeing in schools
 - Additions examples of targeted wellbeing work delivered in schools
 - Sessions available for new staff.
 - Introduced supervision for SENCOS.
 - Form sent to schools offering this to SENCOS and to date had 24 applications.
 - Offer on a half term basis and a new but very important training. Elsa training live as from last week. Running 2 face to face groups.
 - Other areas emotionally based school avoidance training. Working with CAMHS
 - Continue to offer large wealth of resources and materials from DfEetc.
 - Also on platform are training links etc.
 - Available to all schools and available on Lilla resource bank (now Learning Partnership) : Please click [here](#)
 - Almost all secondary schools have a mental health practitioner in the school. Kooth also on the table with this
 - Presentation to be circulated and uploaded to Lilla Huset website
- [LBHF Educational Psychology Service input for wellbeing](#)
[Information for Headteachers on Writing a Critical Incidence & Bereavement Policy](#)

[Guidance for Schools on Coping with the Critical Incidents of Covid 19](#)

Please click [here](#) for link to resource Platform

Michael Stone from Kooth

- Developed Schools Stratification Plan:
 - How to identify priority schools
 - Proposed targeted engagement plan – January – March 222
 - Targeted/Bespoke Work.
 - Identifying schools that need more help i.e. high areas of deprivation identified schools.
- [Kooth NWL Schools Stratification Plan](#)

5. Youth Council – Brenda Whinnett – Youth Voice Coordinator H&F

- Looking for nomination from each school for teaching staff member. Please identify best teacher to work with to ensure representation from school, nominate and advise Brenda: brenda.whinnett@lbhf.gov.uk
- Had an amazing meeting with young people and one subject was with them looking at safety spots in H&F where they feel safe and also spots where they feel unsafe.
- Election approaching in January or new Youth Mayor. Please make this happen by having link teacher

6. Sounds Like Hammersmith & Fulham – Stuart Whatmore

- GLA Cultural Impact Award – H&F
- For all 14-19 year old settings
- Our programme is centred on three areas of music: –
- music production & technology – hip-hop & rap – song-writing
- Young Music Producers Board – 12 people
- Resource Packs supporting KS3/4/5 music curriculum
- CPD for school teachers
- Workshops in schools (music and violence reduction)
- Performance events (July 17th and Nov/Dec)
- Partnering with Key 4 Life; The Rhythm Studio, HQI – more partners will be added...
- The focus for the award is young people, creating the opportunity for long-term change through social integration and by countering issues such as knife crime through innovative arts and cultural provision, using music as the medium.
- The programme will be a catalyst for change, providing opportunities to foster and facilitate collaboration between music professionals and lay people of all backgrounds and abilities.
- Our model seeks to provide opportunities for local talent to grow whilst providing longer term sustainable training and employment roles.

[Sounds Like Music PDF](#)

[Resources PDF](#)

Main message is for Music Leads to contact Stuart: stuart.whatmore@rbkc.gov.uk and also links with pupils leaving settings so they can be contacted by email.

Jan Parnell advises: This is an incredible project and urges head teachers to read slides before passing on. £400,000 programme. GLA donated £200,000 and same amount matched by H&F.

Stuart has amazing contacts in music industry and this a real golden handshake offer.

Thanks to Stuart.

7. High Needs Block and Alternative Provision in Hammersmith & Fulham

Jan Parnell:

Safety valve agreement with colleagues in DfE and SEMH.

Historical underfunding issue.

Number of workstreams looked at.

Making good progress with Satwinder and EP team.

Working with Seamus in terms of looking at Childerley Centre.

In terms of going forward Important to be transparent.

Seamus Oates:

- Need to get to an agreement in order to move forward.
- Orimston Bridge had Ofsted inspection.

- Report published earlier this week. Good result with thanks to Ziah Raphael and team.
- Ormiston Bridge works hard and Ofsted has validated work gone on there over a very difficult last 3/4 years.
- Great to listen in on FAP panel.

- Ormiston Bridge ultimately there to serve all H&F schools
- Finally, further than have ever been previously to find a resource fit for purpose on the Fulham site.
- DfE working with team at oat to progress building process.
- Starting April 2022 and in 2 phases.
- Very bespoke provision once finished.
- Capacity for 100 pupils and will be able to offer all they do now and very much more. Challenging having to deal with a building not fit for purpose but Ofsted recognised this.

Ziah Raphael:

- This new provision will include specialist and controlled areas for pupils and ability to respond to needs of learners.
- Will be an excellent resource base for other schools to draw on.

Childerley Centre

- Currently looking at if schools have not used designated places, Childerley can offer rebates back to schools.
- Break even situation financially at the moment
- Reduction in Local Authority element of funding and increase in schools offer.
- Staff working on offer for 2022/23 with addition of on-line opportunities.
- In order for Childerley team to deliver in way they need to look at finances.
- Ormiston want to carry on with Childerley provision but need to push with 25 purchased places. If not used by H&F can go out to other boroughs but want H&F to have first refusal.
- Similar provision in other authorities have same associated costs.
- Wants indication of what schools will be taking up for next academic year to give them an idea and needs to know sooner rather than later.
- With Ormiston Academy Trust (OAT) coming into service, already saved 35 percent of budget.
- Making sure they communicate with Headteachers as to what is required from service.

Please can HTs respond to Patricia Fletcher with an indication of places required from September. pfletcher@obramail.co.uk

Jan Parnell recommends discussion with Ark who take a high amount of places/referrals.

- Q: What is indicative cost of 12 weeks placement. A: 12.5K divided by weeks.
- Q: Are Childerley moving in new building. A: Potential to do so but not much saving and important to keep pupils separate. Will not be ready.

Gary Kynaston: Quite useful to be able to indicate to schools what level of uptake. Would like to have a specific item outside this meeting to get clarity on all these aspects.

Jan Parnell.

Under pressure with High Needs Block but have a strong relationships with Academies and AP providers.

Restart series of meetings around AP offer. Daryl and Seamus have been meeting and also need to come to agreement on placements on offer.

Thanked Seamus for transparent information.

[Presentation from Seamus Oates at Secondary HTs Meeting 17.11.21](#)

[Ormiston Bridge Academy Ofsted](#)

[Childerley Budget Modelling 22-23 \(1\) \(1\)](#)

8. EHCP Panel – Headteacher Attendance – Keith Tysoe

- Big thank you for agreeing to be part of rota.
- By now will have received rota.
- EHCP Planning team have to coordinate with many different teams.
- If you need to change/swap a date, please coordinate between yourself and let team know:
Tracey: tracey.hoyte@lbhf.gov.uk and Sandra: sandra.peyton@lbhf.gov.uk

9. ECT Programme – Elisabeth Stevenson

Feedback:

- Finding it challenging in terms of paper write up.
- Bit unmanageable.
- FCAT have Provider United Learning and ECTs feel national programme is not meeting their specific needs so also doing their own in-house programme but not liking the big meetings they are attending and finding them unproductive
- Seems like a good programme but situation of 'building plane while it is flying'.
- Onerous nature of commitment from staff supporting EATs
- Other Schools conducting in-house training
- Elisabeth Stevenson advised: Lots of ways programme is going well but lack of flexibility in programme means not meeting needs for all.

10. Forward planning for secondary HT meetings – Elisabeth Stevenson

- January meeting to be on-line and see where we are in Spring 2.
- Please let Elisabeth know if any requests.

DATE OF NEXT MEETING:

9 February 2022 @ 0830 – 10.00 - FAP & SHT

Actions:

Item 3. Covid 19 Update:

Actions for schools

- Important mitigation going through winter which is slightly at odds with DfE guides but schools will not stop an outbreak if you cannot find the cases.
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Further Actions:

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- **Keith Tysoe:** Reminder that attendance data **needs** to be reported. Some schools are not doing on a regular basis or have never submitted. Please submit so we have an update on a weekly basis.

Item 4. . Post-Covid19 recovery: supporting pupils' mental health – Satwinder Saraon

Actions for schools:

- [Guidance for Schools on Coping with the Critical Incidents of Covid 19](#)

- Please click [here](#) for link to resource Platform

**Item 5. Youth Council – Brenda Whinnett – Youth Voice Coordinator H&F
Actions for Schools**

- Schools to advise link teacher

**Item 6. Sounds Like Hammersmith & Fulham – Stuart Whatmore
Actions for Schools**

- Music Leads to contact Stuart: stuart.whatmore@rbkc.gov.uk

**7. High Needs Block and Alternative Provision in Hammersmith & Fulham.
Actions for Schools**

- Restart series of meetings around AP offer.

**8. EHCP Panel – Headteacher Attendance – Keith Tysoe
Actions for Schools**

- If you need to change/swap a date, please coordinate between yourself and let team know:
Tracey: tracey.hoyte@lbhf.gov.uk and Sandra: sandra.peyton@lbhf.gov.uk

10. Forward planning for secondary HT meetings – Elisabeth Stevenson

- Please let Elisabeth know if any requests.