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| **MINUTES OF THE AUTUMN TERM SPECIAL SCHOOLS FORUM**  **HELD ON 20 OCTOBER 2015**  **AT JO RICHARDSON COMMUNITY SCHOOL**  (10.00 am – 11.00) | | |
| **Present:** | **School members**  **Primary School Representatives**  Elizabeth Chaplin (Joint Chair)  Caro Drumm  Brian Fox  Scott Halliwell  Richard November  **Secondary School Representative**  Ges Smith  Yvonne Preston (Deputising for Simon Weaver  **Special Needs Representative**  Peter McPartland  **Governor Representative**  Martin Nicholson  David Dickson  **Academy Special School Representative**  Roger Leighton (Joint Chair)  **Non-School Members**  **Head of Specialist Alternative Provision**  Annie Blackmore  **Non-School members**  **Early Years Representative**  John Trow-Smith  **Trade Union Representative**  Dominic Byrne | HT, Valence Primary School  HT, Manor Junior School  HT, Roding Primary School  HT, Southwood Primary School  HT, Northbury Primary School  HT, Jo Richardson Community School  HT, Dagenham Park C of E School  HT, Trinity School  HT, Grafton Primary School  HT, Eastbury Community School  HT, The Sydney Russell School  Tuition Centre (PRU)  LEYF (PVI)  NUT |
| **Also present:** | Jane Hargreaves, Divisional Director - Education  Patricia Harvey, Senior Professional - High Needs Block  Lesley Briden, Minute Clerk  Councillor Evelyn Carpenter – Cabinet Member Education and Schools  Daksha Chauhan – Group Accountant – Local Authority Finance  Lee Medlock – Principal Accountant , Schools – Local Authority Finance | |

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| **MINUTES**  Ms Elizabeth Chaplin (EC) Chaired the meeting. | | |
| 1 | **APOLOGIES FOR ABSENCE**   * 1. Apologies were received from Helen Jenner, Corporate Director of Children’s Services, Richard Micek, HT The Warren School, Glenda Spencer, Catholic Representative, Yvonne Kelly, 14-19 Representative. |  |
| 2 | **REPORT FROM THE SENIOR PROFESSIONAL – HIGH NEEDS BLOCK**  PH introduced the Special Schools Forum Report outlining the item of business for the Forum to address and the decision to be made. |
|  | 2.1 **Ratio 1:1:31**  2.1.1 EC stated that it had been agreed that a ratio of 1.1.30 would be used to produced the model to be agreed. PH stated that this had now been done and was a proposing a ratio of 1.1.2938 (nearest 1.1.30).  **Actioned** | **PH** |
|  | 2.2 **Spilt Site** |  |  |
|  | 2.2.1 Joint Chair (RL) brought to the attention of Forum members that a secondary school had expressed concern over the proposal of split site funding which would result in a loss. An in-depth discussion took place regarding the criteria of spilt site funding, and currently this funding supports 2 secondary and 7 primary schools.  It had previously been discussed at the main Schools Forum HT pre-meet where Forum members proposed an equal amount of £175k to be given to both the primary and secondary sector. Opinions had now been changed, due to affordability. It was requested that Primary School funding increase from £100k to £160k. Members voted on primary funding and this was unanimously agreed. It was proposed that Secondary funding reduces to £200k (proposed loss of £16k). Voting took place, 10 members agreed the proposal, 2 voted against and 3 abstained.  **Agreed** | **PH** |
|  | 2.3 **Proposed School Formula Model**  2.3.1 A decision was required by members to approve the 2016/17 school formula model for submission to the DfE. |  |  |
|  | **Agreed** | **DC** |
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| 3 | **ANY OTHER URGENT ITEMS**  3.1 JTS enquired regarding the Early Years Block Funding model. PH suggested that the EY Block Sub-Group be reconvened to discuss.  **Action** | **DC** |
| 4 | **DATE, TIME AND PLACE OF FUTURE MEETINGS** |  |
|  | The next full Schools Forum will take place on Tuesday 12 January 2016 10am – 12.00, Council Chamber, Town Hall, Barking.  Headteachers pre-meeting will commence at 9.00am |  |