



# **Rutland County Council**

Catmose, Oakham, Rutland, LE15 6HP

Telephone 01572 722577 Email: [governance@rutland.gov.uk](mailto:governance@rutland.gov.uk)

Ladies and Gentlemen,

A meeting of the **SCHOOLS' FORUM** will be held via Zoom - <https://us06web.zoom.us/j/87666091984> on **Thursday, 3rd March, 2022** commencing at 4.00 pm when it is hoped you will be able to attend.

Yours faithfully

Mark Andrews  
**Chief Executive**

Recording of Council Meetings: Any member of the public may film, audio-record, take photographs and use social media to report the proceedings of any meeting that is open to the public. A protocol on this facility is available at [www.rutland.gov.uk/my-council/have-your-say/](http://www.rutland.gov.uk/my-council/have-your-say/)

## **A G E N D A**

### **1) WELCOME AND APOLOGIES RECEIVED**

### **2) MINUTES AND ACTIONS FROM THE PREVIOUS MEETING**

To confirm the minutes and actions of the meeting of the Schools' Forum held on the 9<sup>th</sup> December 2021.

(Pages 5 - 10)

### **3) ELECTION OF VICE CHAIR**

To receive/approve nominations for the position of Vice Chair  
(ITEM FOR DECISION)

(5 MINUTES)

### **4) FINANCE UPDATE**

To receive a report from Andrew Merry, Finance Manager  
(ITEM FOR INFORMATION)

(10 MINUTES)

(Pages 11 - 14)

### **5) SEND RECOVERY PLAN**

To receive a report from Louise Crookenden-Johnson, SEND Capital Programme Manager

(ITEM FOR INFORMATION)

(10 MINUTES)

(Pages 15 - 40)

**6) EARLY YEARS WORKING GROUP: UPDATE**

To receive a verbal update from the PVI Early Years representative

(ITEM FOR INFORMATION)

(5 MINUTES)

**7) SEND NEEDS ASSESSMENT**

To receive Report No. 47/2022 from Bernadette Caffrey, Head of Early Help, SEND and Inclusion

(ITEM FOR INFORMATION)

(5 MINUTES)

(Pages 41 - 56)

**8) ANNUAL REVIEW OF THE SCHOOLS' FORUM MEMBERSHIP**

A discussion regarding the current membership of the Schools' Forum membership led by Gill Curtis, Head of Learning and Skills

(5 MINUTES)

(Pages 57 - 62)

**9) ANNUAL SCAP RETURN**

To receive a presentation on the annual school capacity return from Gill Curtis, Head of Learning and Skills and David Wylie, Business Intelligence Officer.

(ITEM FOR INFORMATION)

(10 MINUTES)

(Pages 63 - 78)

**10) DRAFT FORWARD PLAN FOR 2022/23**

A discussion to review/agree the draft Forward Plan for 2022/23

(ITEM FOR DECISION)

(5 MINUTES)

(Pages 79 - 80)

**11) MEETING DATES**

Discussion regarding future meeting days/times

**12) ANY URGENT BUSINESS**

(5 MINUTES FOR FINAL AGENDA ITEMS)

## **DISTRIBUTION**

### **MEMBERS OF THE SCHOOLS' FORUM:**

<b>Name</b>	<b>Representing</b>
Mr B Solly (CHAIR)	Academies
Mrs A Chambers	Academies
Mr S Cox	Special Schools
Mr P French	Dioceses
Mr J Harrison	Post 16 Provision
Mrs S Milner	Academies
Mr G Morphus	Trade Unions
Mrs K Pullan	Private, Voluntary & Independent (PVI) Early Years
Mr C Smith	Academies
Mrs F Wilce	Maintained Schools
Mr S Williams	Academies
VACANT	Academies (Governors)

### **DEPUTIES:**

<b>Name</b>	<b>Representing</b>
Mrs C Johnston	Maintained Schools
Mr A Menzies	Dioceses
Mrs K Smith	Special Schools
Mrs H Stockill	Academies (Governors)
Mrs J Ward	Private, Voluntary & Independent (PVI) Early Years
VACANT	Trade Unions
VACANT	Academies
VACANT	Post 16 Provision

### **OFFICERS:**

Dawn Godfrey	Strategic Director of Children and Families (DCS), RCC
Gill Curtis	Head of Learning and Skills, RCC
Bernadette Caffrey	Head of Early Help, SEND and Inclusion, RCC
Andrew Merry	Finance Manager, RCC
Louise Crookenden-Johnson	SEND Capital Programme Manager, RCC
Jane Narey (CLERK)	Scrutiny Officer

### **ATTENDEES:**

Councillor D Wilby	Portfolio Holder for Education and Children's Services
Councillor P Ainsley	Chair of Children and Young People Scrutiny Committee