Children Missing Education 2017-2018

<table>
<tr><td colspan="3" style="background-color:green;color:white">Developing and improving the service through ensuring no child 'misses' education

Service Plan Priority: 9 and 10</td></tr>
<tr><td colspan="3">Identify the key actions that the service will do in your service area over the next year to develop/improve and reduce costs. Consider what effect these changes could have on the service outcomes/customers/service users? Are there any risks associated with the action and have these been considered? Will any of the planned changes impact on service users/customers?</td></tr>
<tr><td>Actions to be completed in 2017-2018 (also include actions from the Council's Annual Delivery Plan)</td><td>Responsible Officer</td><td>Timescale</td></tr>
<tr><td>1.To continue to ensure that the Service Director and Group Managers hold a regular CME meeting to ensure that this work remains a high priority across the service area providing scrutiny and challenge to LA processes in relation to vulnerable children on a cyclic basis.</td><td>Service Director</td><td>On going</td></tr>
<tr><td>2. To contribute to the High Needs Block Funding Review in order to ensure that schools, children, and young people are able to access the support that they need to participate in mainstream learning wherever possible and that special school places and education other than at school are provided appropriately to those who truly need it.</td><td>Service Director, Support to Schools Group Manager, ICDS Group Manager, Principal Educational Psychologist, Fair Access Team Manager</td><td>March 2018</td></tr>
<tr><td>3. To continue to attend CSC Team Meetings with CSC practitioners to ensure that they have a clear understanding of the importance of CYP accessing full time education provision and of expectations in terms of academic attainment and support for SEND needs.</td><td>Fair Access Team Manager</td><td>On going</td></tr>
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4. To work with colleagues in the Family Service, Head Teachers, School Behaviour and Attendance Partnerships, families and children and young people to develop a strategy to reduce the number of unauthorised absences from school.	Fair Access Team Manager, Service Manager Family Service Behaviour and Attendance lead Officer	March 2018
5. To build upon the existing work of the Partnership Team and the Primary Social and Emotional Development Team to identify alternatives to permanent exclusion and to develop a strategy to support schools to reduce high rates of fixed term exclusion to ensure that less days of learning are lost to the pupils of Nottinghamshire.	Fair Access Team Manager	March 2018
6. To work with the Elective Home Education Team to build upon the existing good practice that has been developed over the last two years to identify the small but significant number of children and young people registered as EHE but who are not actually receiving an appropriate education or are a safeguarding risk. To identify faster routes back into mainstream school particularly at Key Stage 4.	Elective Home Education Programme Manager, Fair Access Team manager	March 2018
7. To work collaboratively with the Information and Systems team, Admissions, Family Service, ICDS to capture and report appropriate data within Capita One to monitor and manage day to day functions of the teams; provide information and regular reports to the CME management Board. This will include performance information to inform practice and evaluate progress, produced directly from Capita One or One Analytics. This will include the following:- • CME Dashboard • EHE Dashboard • In year Admissions Tracking • IDCS data e.g. ECHP Plan dates, accurate school histories • Attendance data	Team Manager- Information and Systems, Fair Access Team Manager	Ongoing

• Further development and analysis of the Part Time Timetable collection		
8. To fill the current vacant Grade 4 post within the Support to School Service to take responsibility for co-ordinating the appropriate delegation of the CME work within the Fair Access Team as a bridge between the data team and the various LA officers involved. To ensure that monitoring reports are scrutinised by the CME Monitoring Board.	Fair Access Team Manager	October 2017
9. Review and update the School Attendance Flow Chart and re issue to schools. Reinforce key message to schools about the need to accurately gather exit data including new address.	Children Missing Officer Fair Access Team Manager	November 2017
10. To review the effectiveness of the current reporting process followed by OAAs in relation to in-year school place applications. Where schools are found to be creating unnecessary safeguarding risks by not informing the LA promptly that applications have been received; senior officers to challenge head teachers and governors in writing.	Admissions Team Manager Fair Access Team Manager	March 2018
11. Promote more effective partnership working between health and education through partnership working with CAMHS and SBAPs and by ensuring that the AVC meeting receives regular updates from appropriate health colleagues. This will include all initiatives including Primary Mental Health Workers, ELSA Training, Maths, Take 5. Consider how best to communicate the pathways to schools.	Fair Access Team Manager	November 2017
12. Continue to promote the development of more efficient pathways for CYP with social, emotional and mental health issues that impact upon their ability to access learning. Embed the use of the 'Anxiety Related Non Attendance' and the 'Concerning Behaviours Pathway' and support the use of a graduated response to meeting learners needs, applying for EHC Plans if appropriate.	Fair Access Team Manager , Principal Educational Psychologist, Service Manager OT and Personalisation	June 2017

13. To work with MATs, to consider possible areas for developing pathways for young people with mental health needs, ASD, ADHD and trauma, including small group units, school led alternative provision, and explore the potential role for AP or Special Free Schools within Nottinghamshire's offer.	Fair Access Team Manager, Place Planning Lead SEND	March 2018
14. To work with ICDS colleagues to review the role of Fountaindale School in delivering services on behalf of Support to Schools and ICDS e.g. HRET, PDSS, Early Years.	Fair Access Team Manager, Service Manager OT and Personalisation, Finance Officer, Human Resources Officer, Strategic Early Years Manager	December 2017

Is this a critical service?	Y / N	- Critical - does the service have a business continuity plan in place?	Y / N
		-Non critical - has the service undertaken a Business (Continuity) Impact Assessment?	Y / N