

Committee: City of London Academies Trust Standards and Accountability Committee	Date: 7 November 2019
Subject: Pilot Alternative Provision, Respite and Managed Moves Protocol	Public
Report of: Chief Executive Officer	For Information
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Summary

At the Standards and Accountability Committee meeting on 2 May 2019, it was agreed that the proposals for managed moves respite and sixth day provision would be shared with the Committee.

Recommendation

Trustees are asked to support the protocol and review its effectiveness in reducing permanent exclusions, fixed term exclusions and external sixth day provision.

Current Position

1. The number of exclusions across Trust academies in 2018/19 are reported in the non-public section of the agenda.
2. Permanent exclusions at Southwark and Shoreditch Park last year were extremely high compared to national averages.
3. Fixed term exclusions at the secondary academies are very high compared to national averages with most schools, with twice as many students being excluded than the national average.
4. By contrast, Trust primary schools did not exclude any children in 2018/19.
5. It should be noted that Highbury Grove, Southwark and Highgate Hill are all schools with high proportions of pupil premium students; these range between 60-70% and indicates a level of deprivation that runs up to four times the national average (about 15%).
6. Two of these schools are converter academies, one having been in special measures while another is a fresh start. The other, Southwark, also suffered from a crisis in leadership over the previous 18 months. In all these schools, leaders are working to set higher expectations which in turn requires them to set higher standards of behaviour to support the expected culture of learning. This has led to a spike in the exclusion figures particularly, at Highbury Grove and Southwark.
7. However, it is acknowledged by all that the levels of exclusions are not acceptable and must be addressed. The executive team in partnership with the school leaders have

worked on developing a protocol to reduce exclusions and the inherent disruption to individual children's education, without compromising the standards of behaviour we wish to establish in schools.

Recommendations

8. The recommended protocol and recording mechanism is included as Appendix 1.
9. The operation of this protocol across academies should reduce the number of permanent and long fixed-term exclusions.
10. We are also working with schools to develop venues to establish systems and resources to accommodate short fixed-term exclusions at school. This will reduce the vast number of short exclusions which are often necessary in ensuring a strong behaviour culture is established.
11. We are also looking for opportunities, premises and resources to establish strong, longer term alternative provision arrangements to avoid the necessity to permanently exclude students.

Appendix

- Appendix 1 – Pilot Sixth Day, Respite and Managed Move Protocol

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Pilot – COLAT Sixth Day Exclusion, Respite and Managed Move Protocol**Objectives**

The intention is to agree a protocol which ensures that:

- As far as possible, vulnerable children have the best quality education during any period of immediate or prolonged concern;
- Children who may be in danger of permanent exclusion have an opportunity for a fresh start;
- The child and their family are fully engaged and supported;
- There is a transparent, balanced and collective approach to the support of identified children.

Protocols**Sixth Day Exclusion Provision**

1. In the cases of students excluded for periods of more than six days school leaders should, in the first instance, contact one of the other CoL academies to see if the child can be accommodated.
2. If a placement is agreed, this should be communicated to the Director of Standards (Secondary).
3. If a placement cannot be found, advice on alternative options should be sought from the Director of Standards.
4. The Director of Standards will record the placement on the appropriate tracker.
5. Students will be educated in an appropriate withdrawal room with work provided by the home school.
6. Whilst excluded, the child will wear their full, home school's uniform and follow the direction, rules and timings of the host school.
7. Students will be dual-registered for this time.
8. Attendance and conduct will be monitored and reported to the home school and parents.
9. A tracker document will be kept of managed moves, respite and sixth day provision and circulated for information and comment at each Trust Heads' Forum.

Respite Provision

1. If, in the opinion of school leaders, a student would benefit by a period of respite in another school they should, in the first instance, contact one of the other CoL academies to see if the child can be accommodated.
2. The option of a respite move must be discussed and agreed with parents.
3. If a placement is agreed, this should be communicated to the Director of Standards (Secondary).
4. If a placement cannot be found, advice on alternative options should be sought from the Director of Standards.
5. The Director of Standards will record the decision on the appropriate tracker.
6. Students will be processed as if they are new starters. There will be an admissions interview with parents, an agreed start date, timetable and the assignment of a student buddy and/or adult mentor.
7. Whilst at the placement school, the child will wear their full, home school's uniform and follow the direction, rules and timings of the host school.
8. Students will be dual registered for this time, attendance and conduct will be monitored and reported to the home school and parents.
9. A tracker document will be kept of managed moves, respite and sixth day provision and circulated for information and comment at each Trust Heads' Forum.

Managed Moves

1. Where a student is likely to be permanently excluded, either because of a specific incident or a pattern of behaviour which indicates an exceptionally high risk of imminent permanent exclusion, school leaders must consider the alternative of a managed move. Normally this would only be a consideration after a long fixed-term exclusion (>15 days) or an incident where a permanent exclusion recommendation has already been made.
2. The option of a managed move must be discussed and agreed with parents.
3. In such cases, the Headteacher/Principal should in the first instance, contact one of the other CoL academies to see if the child can be accommodated.
4. If a placement cannot be found, advice on alternative options should be sought from the Director of Standards.
5. The Director of Standards will record the placement on the appropriate tracker.
6. The Headteacher/Principal of the child's current school/academy will inform their local authority that the move has been agreed. This may enable them to count this against any fair access placements. Arrangements will then need to be made to induct the student into the new school. This will involve:
 - an admissions meeting at the new academy with the child and parents;
 - attendance of an appropriate member of staff from the existing school at this meeting;
 - an induction programme for the child at the new school;
 - dual registration for an agreed period dependent on the nature of the behavioural concerns (dual registration will be for no less than one term and no more than two terms).
7. A tracker document will be kept of managed moves, respite and sixth day provision, and circulated for information and comment at each Trust Heads Forum.
8. The academic results and achievements of students who are subject to managed moves at any time during year 6, 11 or 13 will be held by the originating school and will remain as dual registered students until at least the appropriate census date has passed.

COLAT Alternative provision

1. Where a fresh start through a managed move is unsuccessful, impractical or, in the judgement of the Headteacher/Principal and the appropriate Director of Standards, would not be appropriate, the option of enrolling the student at the Trust alternative provision centre should be considered. In such cases the standard form must be completed and approved by the CEO and Head of Provision, ensuring that it is an agreed alternative with parental support. Arrangements will then need to be made to induct the student into the new school. This will involve:
 - a. an admissions meeting with the child and parents;
 - b. attendance of an appropriate member of staff from the existing school at this meeting;
 - c. an induction programme for the child;
 - d. dual registration arrangements and communication with the originating school need to be agreed.
2. While at the placement school the child will wear their full, home school's uniform and follow the direction, rules and timings of the host school.
3. A tracker document will be kept of alternative provision students and circulated for information and comment at each Trust Heads' Forum.
4. The academic results and achievements of students who are subject to managed moves at any time during year 6, 11 or year 13 will be held by the originating school.

Appendix

- Annex 1 – CoLAT External Student Support Arrangements – Targets, Capacity and Cumulative Totals 2019/2020 is provided in the non-public section of the agenda.