

Cornwall Virtual School Service Plan 2018/19

As part of The
Education and Early Years Service Plan 2018-2022

Equality | Prosperity | Opportunity

Introduction by Head of Cornwall Virtual School

This service plan reflects the priorities detailed in the Education Strategy for Cornwall and One Vision.

The service has significant challenges to face and overcome to ensure that it achieves delivering the statutory Virtual School service whilst playing its part in delivering against the Council's Strategy and Business Plan within the context of the ever changing education landscape.

We will meet these challenges by continuing to adapt, to review the way our services are delivered, whether that be in house, externally commissioned or via other routes, to ensure that statutory duties are met and our workforce is appropriately skilled.

We will continue to review our aims, key performance indicators (KPI) and outcomes throughout the period of this plan to ensure we remain focussed on our priorities and our contribution to the EEY strategy and One Vision. The plan will be reviewed six monthly.

Our Vision and Priorities (in line with One Vision & Young people's pledges)

To drive education chances that meet world class standards for you

To make sure your individual needs are met

Listening to you and supporting your aspirations every step of the way

Making sure that you are safe no matter what your education setting

Priorities:

- To provide strategic and tactical leadership on behalf of both Children in Care to the Local Authority, those placed into Cornwall by other authorities and Previously looked after children (PLAC)
- Extend and develop educational opportunities and enable them to access such opportunities
- To improve the educational achievement of Children in Care and PLAC
- Promote the social and emotional well-being of Children in Care and PLAC

Cornwall Council plans and links:

One Vision plan to transform children, young people and family services was adopted and mental and physical health and wellbeing is one of the priorities in 2017

Education and Early Years- Big Lottery funded programme called HeadStart Kernow offering Trauma informed Schools (TIS UK) training to all schools

'Turning the Tide' CAMHS Transformation Plan to achieve a single emotional wellbeing and mental health offer, using the i-THRIVE framework to bring together existing resources across health, social care, education and the voluntary sector that delivers the right help, at the right time in the right way.

Moving forward: the proposal for an Alternative Delivery Model (ADM)

Cornwall Virtual School will explore the delivery of our statutory and core work this year in the context of an ADM being introduced by April 2019, with a particular focus upon:-

- Cross working remit and partnership working

- Enhancing communication and information sharing
- Impact and effectiveness of Cornwall Virtual school with children in care and previously looked after children (DFE 2018)

How Cornwall Virtual School is structured

Head teacher / Safeguarding & CSE lead	Emma Phillips
Senior Lead Practitioner & SENCo	Chloe Phillips
Senior Learning Advisor	Jacqui Lewis
Personal Education Plan co-ordinator	Lauren Hufford
Learning Advisor Previously Looked After Children	Jemma Bullock
Learning Advisor Thrive	Devina Savani
Learning Advisor Mental health & well being	Debi Annear
Learning Advisor 16+	Bev Coode
Learning Advisor (0.6)	Phil Carpenter
Education Welfare Officer (0.6)	Vicky Thornton
Educational Psychologist (0.2)	Kim Boddy
Training consultant (0.2)	Sarah Hamshaw
Business admin (0.8)	Sue O'Neill
Business admin (0.4)	Sarah Nation
Governing Body	Meets termly

Cornwall Virtual School Administration: Held centrally by Business support

We will ensure effective systems are in place to support the statutory duties placed on the Council in respect of the DFE Children and Social Work Act 2017 and DFE Guidance on Promoting the Educational Achievement of CIC and PLAC.

Budget

The Local Authority is operating in the context of rising need and demand for services on the one hand and the ongoing reduction in resources being made available to public services on the other hand. The increase in demand arises from a growing child population and rising numbers of children at risk of adverse childhood experiences due to poverty and deprivation. Cornwall Virtual School budget continues 18/19 at £450,000

Delivering our Priorities

Corporate Parenting – Corporate Parenting Managers /Corporate Parenting Board

Governing body

Spring focus: Provisional data analysis/ Service plan review / SEF update

Summer focus : New service plan / SEF update / validated data analysis

Autumn focus : Attendance / FTEX/ Reduced Timetables / Target setting / Pupil Progress

<p>Target 1 Improve Outcomes by at least 5% in each phase*</p> <p>Target setting held Dec 2017</p>	<p>Baselines (provisional)</p> <p>EYFS GLD</p> <p>KS1 R- from 50% to 55% (Target 42% to achieve) cohort 19 W – from 50 % to 55% (Target 42% to achieve) M – 33.3% to 39% (Target 42% to achieve)</p> <p>KS2 R – 40% to 45% (Target set 22.2%) cohort 27 W – 40% to 45% (Target 22.2%) M – 53.3% to 59% (Target 18.5%) GPS – 40% to 45% (Target 22.2%) Combined 33.3% to 39%</p> <p>KS4 E L4+ (D+) 18.9% to 24% (Target set 7%) cohort 58 M L4+(D+) 15.5% to 21% (Target set 7%) Combined 13.7 to 19% (Target set 10.3%)</p> <p>Progress 8 Attainment 8</p> <p>KS5</p> <p>including NEET , retention and September Guarantee- EET Y12, EET Y13</p>
<p>Target 2 Develop access to appropriate education and teaching & learning Experiences</p>	<p>a)ensure access to personalised & high quality teaching & learning experiences for all Children in Care and Plac, where possible in all phases & provision where appropriate</p> <p>b) Timely information sharing at all levels with SEN and other relevant teams so that professionals are able to act swiftly and minimise drift and delay in accessing appropriate support</p> <p>c) Develop training and knowledge to stakeholders in a range of schools and settings and cascade to partner agencies</p>
<p>Target 3 Mental health & well-being. Personal Development, Behaviour & Welfare</p>	<p>a)Work alongside Headstart and TISUK to increase mental health & well- being in schools</p> <p>b)Reduction in fixed term exclusions</p> <p>c)Reduction of CME and Children in Care on reduced/ part-time timetables to have a reintegration plan CIC RTT – 15 (7%) reduce to 5% or lower PLAC RTT – 10 (5%) reduce to 3% or lower</p> <p>d) Develop projects and participation opportunities of CiC, e.g to attend activities and settings they have traditionally not accessed CYMAZ, RIO, The Writers Block/ Outdoor Ed/ RSE project</p>
<p>Target 4 Develop Effectiveness of Leadership & Management at all levels</p>	<p>a)Further develop collaboration between agencies and services to prioritise and meet Children in Care and Plac needs</p> <p>b)Develop a sustainable structure including business plan for future staffing and increasing capacity due to revised VS role</p>

	c) Develop plan to meet increased responsibility of supporting and monitoring previously looked after children. Closer working with Fostering & Adoption to develop a sustainable model to support our adopted and Special Guardianship pupils alongside growing number of Children in Care				
	d) Strengthen financial planning processes to increase due diligence and evaluate impact of Pupil Premium Plus funding from April 2018				
	e) Robust Performance management via ERP. SMART team targets and individual objectives to improve outcomes for CiC and Plac				
Key priority areas for 2018 -2019	Responsibility	Monitor	July 2018 RAG	Nov 2018 RAG	Intended Outcomes March 2019
Target 1: Greater percentage making expected progress & meeting good levels of development in EYFS, KS1, KS2, KS4 and KS5 increasing by at least 5% from each baseline	Emma / Chloe / Jacqui - Primary & Secondary lead	Termly Pupil Progress meetings			Increase in baselines by 5%
Target 2a: Further develop more personalised & high quality teaching & learning experiences / opportunities / support / IAG for all CiC & Plac, in and out of area & in all phases & provision, including UASC	Emma / Bev/ Chloe / Jacqui	Lesson plan scrutiny Data analysis Monitoring visits Liaison with alternative providers			Increase in outcomes, more successful transition and reduced exclusions
2b: Develop protocols to ensure Pupils with SEND have appropriate support with Drift and delay minimised – Including regular meetings with SEND Team, Clinical & Educational Psychology for situations of concern and case sharing	Chloe	Half termly meetings			Drift and delay minimised – particularly for those with SEND
2c Develop awareness of attachment in schools in partnership with Head Start Kernow TIS / Nurture group Network / Kate Cairns / Psychology	EP/ CP/ DA / KB	Training directory			

Target 3a: Reduction in Persistent Absence – monitor those below 90% Increase attendance in every Key stage (Currently 8.6% below south west)	Vicky	Monthly data share			Reduction in baselines Increase attendance
3b : Further Reduction in exclusions from 182 episodes to below 150	Vicky				Reduction in FTEX episodes
3c: Reduction of CME and and reduced timetables for CiC CIC RTT – 15 (7%) reduce to 5% or lower PLAC RTT – 10 (5%) reduce to 3% or lower	Emma / Vicky/ Chloe / Jacqui				
Target 4a: Further develop collaboration between key services to prioritise and meet CiC needs	Emma / Chloe / Jacqui				Stronger relationships formed and more effective processes in place
4b Develop sustainable structure for Cornwall Virtual school : retaining, recruiting and training staff, with a view to extension of role re. PLAC	Emma				roles and responsibilities with clear areas of service delivery and targets for Performance development
4c: Develop plan to meet new demands of increased responsibility In Children & Social Work Act 2017 / DFE statutory guidance for LA - providing advice and guidance for Children on CAO's, SGO's, Adopted from care work with Fostering & Adoption to develop a sustainable model to support our PLAC alongside growing number of Children in Care	Emma / Chloe / Jacqui				
4d Strengthen allocation, impact and outcomes of Pupil Premium Plus and evaluate impact. Impact of EPEPS, quality and impact on outcomes	Emma / Lou / Finance				Accountability to gov's for PP+ expenditure is strengthened. Cornwall VS PPP policy to provide qualitative & quantitative information on the impact of PPP
<p>Target 1 Improve outcomes for all Children in Care in each key stage by at least 5%</p>					

Target Title	Responsible for plan	Monitor	Intended Outcomes in July 2019		
Improve outcomes for all Children in Care	Emma Phillips	Chloe Phillips/ Jacqui Lewis	At least 5% increase on new baselines		
Actions			By whom & when	Evaluation	RAG
Unvalidated results for each key stage shared with Cornwall VS staff at Team days Summer / Autumn and time allocated to enable each lead to create focused action plans to improve provision and outcomes			KS Leads but end of Sept 2018		
Initial analysis of unvalidated results in each key stage evaluated			KS Leads end of summer term		
Schools where there has been concern over provision or outcomes for Children in Care discussed and shared with School Effectiveness / Education & Early years			EP		
Final draft of Service Plan with key priorities based on findings, created for sharing with and consulting with governors			EP Summer 2018		
Strengthen transition arrangements for all key stages by school transition visit , yr6 / yr11 and ensuing PEPs / Planning is effective and fit for purpose			KS leads		
Focus on raising achievement for EYFS, Years 2, 6 and 11 with additional focus on key pupils underachieving in English Lang/Lit/maths and reading/writing/maths through Autumn term Pupil Progress Meetings			KS Leads & EP Autumn 2018		
Actions			By whom & when	Evaluation	RAG
Pupil Progress meetings – schedule of activities/ scrutiny for each meeting agreed plans of action / deployment of staff			Summer 2018 All staff		
Pupil Progress Days in calendar and prioritised, including sessions on Reduced timetables/CME/attendance / FTEX and also SEN.			3 times per yr		
Performance Information analysed for all years each term to allow change of focus as needed			EP/JL/CP 3x a year		
Analysis of impact of data on CIC worked with shared and used to plan for the next term Share Impact shared with DT's / Governors/ SEC and EEY			EP/ JL/CP		
Build in 'sharing good practice sessions with schools and developing best practice and to further develop Quality			Termly DT network		

Assurance of PEPs and schools inclusion work for CIC	meetings		
Toolkit of best practice from schools , national and international research updated and shared with all schools where Cornish Children in Care are educated via DT network meetings	Whole team termly		
Promote interventions for reading	Learning advisors		
Promote intervention for writing – access to Writers Block	Learning Advisors		
Promote intervention for Maths – access to Maths Hub	Learning Advisors		

Target 2a				
Further develop more personalised & high quality teaching & learning experiences / opportunities / support / IAG for all CiC, in and out of area & in all phases & provision, including UAS				
Target title	Responsible for plan	Monitor	Intended Outcomes in July 2018	
Develop Teaching & Learning Experiences	Key Stage Leads	Emma / Bev	Increase in outcomes, more successful transition and reduced exclusions	
Actions		By whom & when	Evaluation	RAG
Work with Careers South West and Colleges in Cornwall		Bev		
Regular sharing of information at staff meetings on UASC provision and progress by UASC Induction Lead		Bev		
Promotion of best practice and available opportunities through Cornwall Virtual School website, social media, face to face training and through best practice networks which will be termly		ongoing whole team		
Yr R and Yr6, Yr11 transition planning meetings and effective transfer of information and knowledge of the individual child		Termly Chloe / Jacqui		
Projects to support learning outside of mainstream education		Lou / Devina / Debi/ Chloe/ Bev		
Target 2b				
Further develop more consistent quality provision to support greater progress of CiC with SEN within all settings				
Target Title	Responsible for plan	Monitor	Intended Outcomes in July 2018	
Develop Teaching & Learning Experiences	Emma	Emma		
Actions		By whom/when	Evaluation	RAG
Present at the termly DT networks on data and working with pupils with SEND who are CiC		Chloe		
Monthly updates to SEND register		Chloe		
Revise the SEN aspect of pupil progress meetings to ensure action is taken as swiftly as possible		Chloe		
SEND liaison meetings termly – information and case sharing		Chloe		
Review provision in Alternative providers		Emma / Chloe / Jacqui with SEC		

2c Develop awareness of attachment in all Cornwall schools			
Actions	when & by whom	Evaluation	RAG
Annual Cornwall Virtual School conference on CiC & PLAC needs and the benefits/theory of Attachment / ACES and TIS / Nurture Groups	Emma		
Green Paper – Mental health leads in schools			
Work with Head Start Kernow to promote TIS UK / Nurture groups / Thrive across all settings	Whole team Devina / Chloe		
Target 3a Reduction in exclusions			
Target Title	Responsible for plan	Monitor	Intended Outcomes in July 2018
Reduce FTEX and reduced timetables	Emma / Vicky	Govs	
Actions	By whom & when	Evaluations and RAG	
Increase attendance: APAs from 80.2% to 85% Primary from 94% to national average 96% Secondary from 93% to national average 95% Special from 94% to 96% Overall average attendance to increase from 92% to 95%	Vicky/ Emma Chloe / Jacqui		
Analysis of key schools with frequent exclusions of Children in Care, in order to personalise support and training	Vicky termly		
Attendance at PEPs of CME as priority and running agenda item on team meetings – individual meetings with Inclusion & DT	Vicky / Lou		
Attachment awareness work with TIS UK build awareness in schools of behavioural issues which are often displayed by Children in Care	Whole team		
Update protocol for schools for behaviour & exclusions, including the current flowchart of actions if an exclusion is unavoidable and reintegration processes. Sharing at all headteacher and governor briefings, DT Networks	Vicky / Emma		
Exemplars of how key schools support the most challenging behaviours and avoid exclusion shared through 'sharing good practice sessions'	Termly DT Networks Trianing consultant		



Target 3b			
Develop opportunity for CiC to attend enhanced work experience/ IAG and where appropriate Independent schools			
Target Title	Responsible for plan	Monitor	Intended Outcomes in July 2018
Enhance Personal Development, Behaviour & Welfare	Emma	Govs	Better Careers opportunities and options for education provision
Actions			
Actions	By whom & when		Evaluation
Increase participation/ numbers to The Writers Block	Chloe / Bev		RAG
Develop high quality work experience opportunities and independent advice, guidance (IAG) and support in partnership with STEM / Nuffield Rachel Delourme	Bev / Jacqui		
Work with Health on RSE project – last year was a pilot	Emma / CIC health		

Target 4a Further develop collaboration between key services and posts to prioritise and meet CiC needs					
Target Title	Responsible for plan	Monitor	Intended Outcomes in July 2018		
Develop Effectiveness of Leadership & Management at all levels	Emma	Govs	strengthened current processes and build new collaborative links		
Actions			By whom & when	Evaluation	RAG
SLT in place created to provide guidance and robust challenge and support to schools and other stakeholders , sharing success and achievements			Emma / Jacqui/ Chloe		
Update the Cornwall Virtual School website to allow easier access to key information, provide greater visibility and build capacity and ensure it is used. Buildin use of Twitter and Facebook to expand our reach and information			EY Comms team		
Continue to develop and strengthen collaboration partnerships with Schools and Settings, Social Care Teams, Foster Carers and Parents , Teaching Schools, APAs, Fostering & Adoption and health to promote needs of Children in Care			Whole team		
Closer collaboration needed with social care and SEND on commissioning, educational needs and adoption/SGO cases to increase positive outcomes			Emma / Jemma / consultant		
Establish clear guidelines for expectations to and with stakeholders and ensure they are acted upon – available on website but also embedded in practice(Policies, Procedures and planning) - Virtual school guidance			Emma due summer 2018		

Target 4b Develop sustainable structure for Cornwall Virtual school

Target Title	Responsible for plan	Monitor	Intended Outcomes in July 2018	
Develop Effectiveness of Leadership & Management at all levels	Emma	Govs		
Actions		By whom & when	Evaluation	RAG
Ensure existing structure remains in place 18/19, as agreed by Finance & EEY		Emma / SEC/EEY		
Consider capacity due to DFE Guidance – require trainer to deliver specific training sets Support for PLAC role Learning Advisors to support PLAC		Emma / Portfolio holder for CS&F, Governors and EEY Summer 2018		
Embed roles and responsibilities within the performance management process ERP and link closely to expected outcomes		Emma / Chloe / Jacqui		
Ensure that the Virtual School is fully compliant with DFE new legislation (e.g Children & Social Work Act 2017 & DFE Feb 2018)		Emma / Chloe & Governors & EEY Corporate Parent Board		

Target 4c
Develop plan to meet new demands of increased responsibility In Children & Social Work Act 2017 of providing advice and guidance for Children on CAO's, SGO's, Adopted from care work with adoption agency to develop a sustainable model to support our adopted and Special Guardianship pupils alongside growing number of Children in Care

Target Title	Responsible for plan	Monitor	Intended Outcomes in July 2018	
Develop Effectiveness of Leadership & Management at all levels	Emma / Chloe / Jacqui	Govs		
Actions		By whom & when	Evaluation	RAG
EP to attend NAVSH events both local and National –member of South West regional Virtual School Heads network		Emma		
Work with Fostering & Adoption and other West Virtual Schools in order to develop appropriate advice and guidance for those with SGO, CAO from care and those children who have been adopted from care		Emma / Jemma / consultant		
Develop role of the Educational Psychologist in the team in line with new expectations core/ traded services		Emma / Kim		

Target 4d

Strengthen financial planning processes to increase due diligence and evaluate impact of funding

Target Title	Responsible for plan	Monitor	Intended Outcomes in July 2018		
Develop Effectiveness of Leadership & Management at all levels	Emma	Emma	Accountability to governors for Pupil Premium expenditure is strengthened. procedures have developed to provide qualitative and quantitative information on the impact of Pupil Premium expenditure.		
Actions			By whom & when	Evaluation	RAG
Embed terms of reference for the Finance Govenors , to include scrutiny of Cornwall Virtual School's main budget and Pupil Premium Plus budget.			Emma/ Tim Osborne/ Chair of Govs & Finance		
Provide monthly information for Finance on Pupil Premium income , expenditure and Inclusion support funding			Emma / Lou		
Devise 18/19 Policy on how and why decisions on Pupil Premium Plus expenditure are made so that a rationale and audit trail are available. Review and publicise Pupil Premium policy in line with expected increase208/19 financial year			Emma / Lou / Admin /Finance		
Embed the evaluation processes for all Pupil Premium Plus expenditure			Emma / Lou		
Review the Pupil Premium Plus compliance figures in the bidding and use of PPP and to check for patterns of non-compliance, provide support and challenge to schools, as needed.			Emma / Lou / Chloe / Jacqui		
Use data from the EPEPs compliance spreadsheet and PEP monitoring and cross reference with information from pupil progress meetings / School monitoring visits and attendance information to identify schools causing concern			Emma / Vicky/ Lou / Chloe / Jacqui		

Staff initials	Glossary
EP – Emma Phillips – Head of CVS CP- Chloe Phillips – DHT, SENDCO (Primary) JL – Jacqui Lewis– Senior Learning Advisor (Sec) LH – Lauren Hufford – PEPCo VT – Vicky Thornton – EWO KM – Kim Boddy – Educational Psychologist DS – Devina Savani – Thrive /TIS BC – Bev Coode – 16+ /UASC DA – Debi Annear -Mental health & well being PC- Phil Carpenter – Data JB – Jemma Bullock - PLAC SH – Sarah Hamshaw – training consultant	DHT – Deputy Head Teacher DSL – Designated safeguarding lead CSE – Child sexual exploitation PLAC – previously looked after children CAO – Child Arrangement Order SGO – Special Guardianship Order NAVSH : National Association of Virtual School Heads PEP: Personal Education Plan PPP: Pupil Premium Plus £2300 a year for each Child in Care SEND: special educational needs/disability RTT – Reduced Timetables FTEX – Fixed term exclusions

