

Actions from partnership meeting with MELA and LA on the 19th September 2019

- Ongoing IT issues, issues with encryption email difficulties - If problems continue, colleagues are invited to inform David.
- Schools being used as polling stations – this caused issues at Maundene with some parents formally complaining, some attempts have been made to identify alternative venues but this was unsuccessful. David to speak to Democratic Services.
- NELFT (Bonita Andrews and colleague) were invited to do a Q&A session at the Secondary Heads meeting. They are scheduled to attend on the 27th Sept - 8am at Mid Kent College.
 - David will attend this meeting.
 - Rishi to confirm his attendance.
- Police re. Encompass – GDPR issues and schools getting the wrong children’s details – David and Rebecca to follow up.
- Social Care reps attending Zone meetings – David to check who is overseeing this within Social Care.
- Children’s Services inspection – urgent improvement schedule in place, an action plan is being written. Eleanor Brazil is the Commissioner who has been appointed to oversee the action plan. An interim appointment has been made reflecting the commitment to improvement. David advised that headteachers will be notified of any changes between now and December; their involvement is both crucial and integral to moving forward.
- SEN dept has been transferred into the Education division, reporting to David as the newly appointed Assistant Director of Education. He is currently working with colleagues to restructure the department. This will be reviewed at Christmas.
- A new appointment has been made to Children’s Social Care – the Assistant Director Jean Imray will formally begin in October with an induction day planned prior to this start date. David will facilitate her attendance and engagement with both headteacher associations moving forward.
- MSCB – Rishi to confirm with Simon Plummer timing for him to attend the MELA Exec meeting on 11th October. He would like to attend a forthcoming Secondary heads meeting
 - Kim advised that the next one he could attend is on 29th November at Mid Kent College
 - Kim to confirm time slot.
- Rebecca advised that based on on-going partnership working with Medway’s LLEs there will be a letter sent out to all schools about the role of these education leaders and the strength that they are able to offer through school to school work.
- The next meetings for Zone 3 and 4 will be held on 25th September which SCILs will attend to share an overview of zone profiles, performance and standards achieved.
- Inclusion updates:

- the list of Inclusions Principles were written following the Alternative Provision review and have been shared with both headteacher associations, these will be published on the MES website under the articles section.
 - a reminder that the list of best practice for Inclusion are also available on the MES site.
 - following the Effective Leadership: Inclusion programme, a formal evaluation report that was externally written is also to be shared with schools and published on MES.
- FAP – Simon Harrington-Whitnall has met with Zone 3 and is scheduled to meet with each of the remaining zones.
 - MCH engagement – alongside headteachers, Rebecca will attend the MCH launch event (20th Sept) at Snap Dragons and is meeting with Carole Campbell next week.
 - Top-up funding – discussion regarding on-going difficulties in accessing top-up funding and the release of finance at times not synchronising with the academic year. David will follow this up.
 - Effective Leadership: SEND Support programme – will begin on 7th October. It is aimed at a targeted group of schools, engaging SENCOs or members of the senior leadership team with responsibility for pupils with SEND. An overview and documentation from the programme was shared.
 - Medway HMI Clive Dunn - Rebecca is liaising with Clive Dunn based on requests from primary headteacher colleagues for Clive's next session in Medway (26th November) and will continue to discuss with Rishi so this time can be utilised to maximum benefit. Suggestions were around exploring Deep Dives and any good practice Ofsted had seen in recent inspections around progress in foundation subjects.
 - Changes to leadership in schools
 - Miers Court – Sue Chapman
 - Halling Primary – currently recruiting for a new headteacher for January 2020
 - The Strategic Board – David would like one primary school headteacher to attend – Rishi advised that he will attend the first one – David will liaise re dates.
 - Brexit – a reminder of information previously shared and signpost towards further information including section on the council website.
 - The recent article published on Kent online re SEN transport – David advised the issues are being addressed.

Date of next meeting – 5th November, 8am, Gun Wharf. A request for Councillor Potter to be in attendance to be made by Rishi and David.