

Agenda

Dorset County Council



Meeting: People and Communities Overview and Scrutiny Committee
Time: 10.00 am
Date: 10 January 2018
Venue: Committee Room 1, County Hall, Colliton Park, Dorchester, Dorset, DT1 1XJ

David Walsh (Chairman)
Graham Carr-Jones
Andrew Parry
William Trite

Mary Penfold (Vice-Chairman)
Katharine Garcia
Byron Quayle

Derek Beer
Ros Kayes
Clare Sutton

Notes:

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- **Public Participation**

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Public Speaking

Members of the public can ask questions and make statements at the meeting. The closing date for us to receive questions is 10.00am on 5 January 2018, and statements by midday the day before the meeting.

Debbie Ward
Chief Executive

Contact: Helen Whitby, Senior Democratic Services
Officer
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Date of Publication:
Tuesday, 2 January 2018

1. **Apologies for Absence**

To receive any apologies for absence.

2. **Code of Conduct**

Members are required to comply with the requirements of the Localism Act 2011 regarding disclosable pecuniary interests.

- Check if there is an item of business on this agenda in which the member or other relevant person has a disclosable pecuniary interest.
- Check that the interest has been notified to the Monitoring Officer (in writing) and entered in the Register (if not this must be done on the form available from the clerk within 28 days).
- Disclose the interest at the meeting (in accordance with the County Council's Code of Conduct) and in the absence of a dispensation to speak and/or vote, withdraw from any consideration of the item.

The Register of Interests is available on Dorsetforyou.com and the list of disclosable pecuniary interests is set out on the reverse of the form.

3. **Minutes**

5 - 10

To confirm and sign the minutes of the meeting held on 11 October 2017.

4. **Progress on Matters Raised at Previous Meetings**

11 - 18

To consider a report by the Transformation Programme Lead for Adult and Community Forward Together Programme. The report also includes a brief update on progress with current reviews.

5. **Public Participation**

To receive any questions or statements by members of the public.

6. **Budgets for Adult and Community and Children's Services**

To receive a presentation on the Budget for Adult and Community Services and Children's Services from the Interim Director for Children's Services and the Transformation Programme Lead for the Adult and Community Forward Together Programme. Members will be able to provide feedback on the proposals for consideration by the Cabinet.

7. **Admission Arrangements 2019-2020 and Transport Policy 2018-2019**

19 - 118

To consider a report by the Interim Director for Children's Services.

8. **Outcomes Focused Monitoring Report, January 2018**

119 - 160

To consider a report by the Transformation Programme Lead for Adult and Community Forward Together Programme.

9. Work Programme

161 - 166

To receive the People and Communities Overview & Scrutiny Work Programme. So as to stimulate debate, the Transformation Programme Lead for Adult and Community Forward Together Programme (Lead officer) encourages members of the committee to give some thought as to what they consider the scope of the committee to be and the expectations they have for what might be achievable (how this can be put into practice). These can be then given due consideration at the meeting.

10. Questions from County Councillors

To answer any questions received in writing by the Chief Executive by not later than 10.00am on 5 January 2018.

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People and Communities Overview and Scrutiny Committee

Minutes of the meeting held at County Hall, Colliton Park, Dorchester, Dorset, DT1 1XJ on Wednesday, 11 October 2017.

Present:

David Walsh (Chairman),
Graham Carr-Jones, Andrew Parry, Mary Penfold, Byron Quayle, Clare Sutton and William Trite.

Members Attending

Deborah Croney, Cabinet Portfolio Holder for Economy, Education, Learning and Skills
Daryl Turner, Cabinet Portfolio Holder for the Natural and Built Environment).

Officer Attending: Helen Coombes (Transformation Programme Lead for the Adult and Community Forward Together Programme), Steve Hedges (Group Finance Manager), Mark Taylor (Group Manager - Governance and Assurance) and Helen Whitby (Senior Democratic Services Officer).

For certain items, as appropriate

John Alexander (Senior Assurance Manager - Performance), Matthew Piles (Service Director - Economy) and David Walsh (Economy & Enterprise Team Leader Economy).

(Notes: These minutes have been prepared by officers as a record of the meeting and of any decisions reached. They are to be considered and confirmed at the next meeting of the People and Communities Overview and Scrutiny Committee to be held on **Wednesday, 10 January 2018.**)

Apologies for Absence

42 Apologies for absence were received from Derek Beer, Katharine Garcia and Ros Kayes.

Code of Conduct

43 There were no declarations by members of disclosable pecuniary interests under the Code of Conduct.

Minutes

44 The minutes of the meeting held on 26 June 2017 were confirmed and signed.

Progress on Matters Raised at Previous Meetings

45 The Committee considered a report by the Transformation Programme Lead for Adult and Community Forward Together Programme which updated members on progress with items considered at the last meeting.

The Chairman referred to the duplication of items with those on the Progress on Work Programme report later on the agenda. The only item which did not appear later was that of the Dorset Syrian Refugee Programme where a follow up report was expected, but no date had been set for this.

Following discussion it was agreed that officers be asked to provide a brief update on the current situation by email so that members could decide whether any further action was needed.

Resolved

That officers provide a brief update on the current situation by email so that members could decide whether any further action was needed.

Public Participation

46 **Public Speaking**

There were no public questions received at the meeting in accordance with Standing Order 21(1).

There were no public statements received at the meeting in accordance with Standing Order 21(2).

Progress on Work Programme

47 The Committee considered a report by the Corporate Director for Children, Adults and Communities which provided an update on progress against the review/scrutiny areas that they had previously identified as being required. The progress update included whether the scope was fully developed and, where applicable, views from officers about timings of reviews to be undertaken.

The Committee considered each scrutiny area individually as follows:-

Dorset Education Performance 2016

It had previously been agreed that an inquiry day be held but no date had been set for this. Members noted that performance figures for 2017 were now available and the suggested half day review with stakeholders would provide an opportunity for a discussion on how performance could be improved. It was agreed that other members should be given the opportunity to take part in the review.

Resolved

1. That a half day review be undertaken before Christmas with stakeholders to discuss how performance could be improved.
2. That the Chairman, as Lead Member, and the Assistant Director - Prevention and Partnerships, as Lead Officer, would progress the inquiry day.
3. That other members be given the opportunity to take part in the review.

Special Educational Needs (SEN) Budget

It was noted that the Schools Forum would be considering a report on the budget on 20 October 2017. The Chairman reported that he and the Vice-Chairman were members of a group convened by the Cabinet Portfolio Holder for Economy, Education, Learning and Skills to look at SEN delivery. In order not to duplicate effort, he suggested that this matter be referred to this Group with he and the vice-Chairman reporting back on progress.

Resolved

That this item be referred to the Group on SEND delivery.

Workforce Capacity

It was reported that work was ongoing across Children's and Adult and Community Services. The Lead Officers would provide an update on progress and key findings in the New Year.

Resolved

That an update be provided in the New Year.

Community Transport

At the recent member scrutiny training it had become evident that a number of Committees had expressed an interest in scrutinising aspects of community transport and the Overview and Scrutiny Management Board was tasked to ensure that there

was no duplication. Lead Members had recently met with Lead Officers when it was agreed that an Inquiry Day would be held in February 2018 and a list of invitees drawn up. All members would be invited to take part.

Noted

Mental Health

The Vice-Chairman reported that the workshop scheduled to have taken place on 10 October 2017 had been cancelled as it clashed with another event. This would now take place in November 2017 and would involve the Clinical Commissioning Group, key professional staff and service users. A scoping document had been provided for members following publication of the agenda.

Members noted that the workshop would also take into account the review of Children and Adults Mental Health Services by the Dorset Health Scrutiny Committee and members' views about children's mental health and access to services and service provision.

Noted

Delayed Transfers of Care

It was suggested that in March 2018 the Committee be provided with information on performance over the winter months so the Committee could decide whether any further scrutiny was needed.

With regard to the Clinical Services Review announced by the Dorset Clinical Commissioning Group and whether this would place an additional burden on the Adult Social Care Budget, the Transformation Programme Lead for Adult and Community Forward Together Programme explained that any capacity lost in acute or community hospitals in the longer term would need to be matched by increased investment in adult social care. Discussions with local NHS providers about future funding arrangements were due to start in November 2017.

Resolved

That a report on Delayed Transfers of Care be provided in March 2018.

Race and Hate Crime

The Lead Member and Lead Officer had completed a scoping report and an inquiry day was expected to be held early in the New Year.

The Committee were reminded that following the Brexit referendum an increase in race and hate crime had been experienced both nationally and locally and this had prompted the review. The Committee had not received any recent information on incidents although it seemed that the surge had not continued. When the prioritisation model was applied it indicated that the review was of a lower priority and the Committee considered whether it should therefore proceed. Given that it was not known how far arrangements for the half day review had progressed, officers were asked to provide recent information on incidents and how far arrangements for the review had progressed before the Committee confirmed whether the review should proceed.

Members were also reminded that part of the original concern about race and hate crime were incidents involving those with disabilities. However, they noted that this aspect was dealt with by the Safeguarding Boards and the Community Safety Partnership.

Resolved

That officers provide recent information on race and hate crime incidents and

progress with arrangements for the review so that a decision could be taken as to whether the review should proceed.

Social Isolation

The Chairman reported that a schedule of meetings had been arranged to progress the review.

Noted

A concern was expressed that with the Overview and Scrutiny Committees now have a cross-cutting responsibility there was a danger of duplication. The Chairman reminded members that it was the role of the Overview and Scrutiny Management Board to ensure that this did not happen.

Work Programme

48 The Committee considered a report by the Transformation Programme Lead for Adult and Community Forward Together Programme which detailed the updated work programme for 2017-18 and were asked to request additional items through the Chairman.

The Chairman suggested that, as homelessness appeared to be on the increase, a review be undertaken. This was agreed. Councillor Clare Sutton would be Lead Member and officers were asked to send her relevant data so that she and the Strategic Commissioning Manager could complete the scoping report. Councillors Trite and Walsh would also be involved. Members noted that a count of homeless people was to be undertaken in November 2017 and that better data would be available after this date.

The Committee considered items previously identified for potential review and concluded:-

- Housing - was being progress through the Economic Growth Overview and Scrutiny Committee and this item could be deleted from the Work Programme
- Adoption and Fostering - that this be re-considered in six months' time when recent changes had bedded in
- Elderly Care - the review of the cost and quality of care had addressed this and this item could be deleted from the Work Programme.

Resolved

That the Work Programme be amended to reflect the above changes and those contained in minute 47.

Implications of Brexit for Dorset County Council

49 The Committee considered a report by the Service Director - Economy which set out how Brexit was likely to affect the Council and proposed how the Council should dedicate its resources to planning, preparing for, and shaping future policy.

The Service Director - Economy explained that the report would also be considered by the Economic Growth Overview and Scrutiny Committee on 16 October 2017. It sought members' views on the allocation of resources in preparation for Brexit in order to minimise risk and maximise opportunities for the Council to further corporate aims and shared objectives. It suggested that a Brexit Advisory Group be established to progress this and that such a Group should include member involvement.

The Economy and Enterprise Team Leader then briefly outlined scoping work undertaken, Lead Officers identified for the various elements and highlighted the need to focus effort on opportunities to influence outcomes from the Dorset perspective. He also informed the Committee that the Council had representation on a national

working group looking at the implications of Brexit.

The Committee discussed the report and in particular non-UK citizens working in the UK, the possibility of the future workforce coming from commonwealth countries, the need for a consistent approach to be taken across the whole County and, as the whole country had the same issues and required the same answers, a plea for no duplication of effort. Members supported the establishment of a Brexit Advisory Group which included member representation. They also asked that Cllr Andrew Parry be appointed to the Group. In order to take this matter forward and to reduce duplication, the Committee referred this matter to the Overview and Scrutiny Management Board to progress.

Resolved

1. That this matter be referred to the Overview and Scrutiny Management Board to progress.
2. That the establishment of a Brexit Advisory Group be supported.
3. That its membership include elected members.
4. That Cllr Andrew Parry be appointed to sit on the Group.

Outcomes Focused Monitoring Report, October 2017

- 50 The Committee considered a report by the Transformation Programme Lead for Adult and Community Forward Together Programme which was the first monitoring report against the new Corporate Plan. It included Performance measures by which the County Council could measure the contribution and impact of its own services and activities on the Corporate Plan's four outcomes and risk management information.

The Senior Assurance Manager presented the report highlighting that it now included an analysis of the Council's contribution towards Corporate Plan outcomes and measured the impact on services and activities. He then gave a detailed presentation as a means of illustrating this. He explained that more detailed information was now available to support scrutiny work and asked members to contact him if there were any areas they believed to be priorities for further development. Value for money information would be provided for the January 2018 meeting.

The Transformation Programme Lead for Adult and Community Forward Together Programme welcomed members challenging identified performance measures particularly where activities were being undertaken but no impact being made. She asked that members provide feedback by 30 October 2017 so that work could start on information for the next meeting.

Members found the report both interesting and helpful and welcomed the opportunity to comment.

Resolved

That members send comments on the report and its content to the Senior Assurance Manager by 30 October 2017.

Questions from County Councillors

- 51 No questions were asked by members under Standing Order 20(2).

Meeting Duration: 10.00 am - 11.35 am

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People and Communities Overview & Scrutiny Committee

Dorset County Council



Date of Meeting	10 January 2018
Officers	<p><u>Local Members</u> All Members <u>Lead Director</u> Helen Coombes, Transformation Programme Lead for Adult and Community Forward Together Programme</p>
Subject of Report	Progress on Matters Raised at Previous Meetings
Executive Summary	<p>This report records:-</p> <ul style="list-style-type: none"> (a) Cabinet decisions arising from recommendations from the People and Communities Overview and Scrutiny Committee meetings; and (b) Outstanding actions identified at the last and previous meetings. <p>Members are asked to note that any other actions arising from previous meetings are either addressed in reports submitted to this meeting or have been included in the Committee's work programme later on the agenda.</p>
Impact Assessment:	<p>Equalities Impact Assessment: N/A</p>
	<p>Use of Evidence: Information used to compile this report is drawn together from the Committee's recommendations made to the Cabinet, and arising from matters raised at previous meetings. Evidence of other decisions made by the Cabinet which have differed from recommendations will also be included in the report.</p>

Progress on Matters Raised at Previous Meetings

	<p>Budget: No VAT or other cost implications have been identified arising directly from this programme.</p>
	<p>Risk Assessment: Having considered the risks associated with this decision using the County Council's approved risk management methodology, the level of risk has been identified as: Current Risk: LOW Residual Risk: LOW</p>
	<p>Other Implications: None</p>
Recommendation	That Members consider the matters set out in this report.
Reason for Recommendation	To support the Council's corporate aim to provide innovative and value for money services.
Appendices	None
Background Papers	None
Report Originator and Contact	<p>Name: Helen Whitby, Senior Democratic Services Officer Tel: (01305) 224187 Email: h.m.whitby@dorsetcc.gov.uk</p>

Progress on Matters Raised at Previous Meetings

Date of Meeting	Minute Number and subject reference	Action Required	Responsible Persons	Comments
20 March 2017	20	<p>Dorset Syrian Refugee Programme Following discussion on 11 October 2017 it was agreed that officers be asked to provide a brief update on the current situation by email so that members could decide whether any further action was needed.</p>	<p>Lead Officer Patrick Myers, Assistant Director - Design and Development</p>	<p>Members were provided with an update by email on 11 December 2017.</p>
11 October 2017	47	<p>Dorset Education Performance 2016 A half day review was to be undertaken before Christmas with other members being given an opportunity to take part.</p>	<p>Lead Member: Cllr David Walsh Lead Officer: Jay Mercer, Education Transformation Lead Other Members: Cllrs Ros Kays, Kate Wheller</p>	<p>This has been delayed until January 2018 due to the Lead Members' ill health.</p>
	47	<p>SEN Budget It was agreed that this would be referred to the Group on SEND Delivery convened by the Cabinet Portfolio Holder for Economy, Education, Learning and Skills.</p>	<p>Lead Member: Cllr David Walsh Lead Member: Jay Mercer, Education Transformation Lead Other Member: Cllr Ros Kayes</p>	<p>This group has membership representing a wide range of partners, organisations and settings and is set up to ensure delivery of the Local Area of Dorset's SEND Written Statement of Action (WSOA) and in response to the local area's SEND inspection earlier this year. The priorities are:</p> <ul style="list-style-type: none"> • The development of an education, health and care joint strategy for SEND • Ensuring assessments, conversions and reviews of CYP's education, health and care

Progress on Matters Raised at Previous Meetings

			<p>needs, assessments and plans are completed within the statutory timescale</p> <ul style="list-style-type: none"> • Involving children, young people and their families in developing provision and services • Improving monitoring and quality assurance processes <p>A fifth priority has been included in the SEND Joint Strategy that focuses on the Sufficiency of SEN Funding and Provision. A delivery plan is currently in draft for sign off by the SEND Delivery Group and its governance, in the new year.</p> <p>A Delivery Plan is in place, monitored by the SEND Project Manager. Progress against the high priority areas include</p> <ul style="list-style-type: none"> • Joint SEND Strategy out to consultation • Transferred EHCP process on target to complete by April 2018 • New Participation and Engagement Development Manager in post and working with partners and families to develop P&E and true co-production • Performance Management framework and self-evaluation framework in development <p>The delivery plan is on track within one exception; the commitment to issue all Education Health and Care Plans within the statutory timescale and by end March 2018. Actions are in place to improve this situation and the revised milestone when all new plans will be completed on time is now end May 2018.</p>
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Progress on Matters Raised at Previous Meetings

	47	<p>Workforce Capacity Progress report to be provided in the New Year.</p>	<p>Lead Member: Cllr Ros Kayes Lead Officers: Harry Capron, Assistant Director - Adult Care Patrick Myers Assistant Director - Design and Development Other Member: Cllr Kate Wheller</p>	Work is progressing and a report will be considered in March 2018.
	47	<p>Review of Integrated Transport An Inquiry Day is to be held on 26 February 2018.</p>	<p>Lead Member: Cllr Derek Beer Lead Officer: Matt Piles, Service Director - Economy Other Members: Cllrs Andrew Parry, Mary Penfold and Bill Pipe</p>	Arrangements are being progressed with members.
	47	<p>Mental Health A workshop was to be held on 13 December 2017.</p>	<p>Lead Member: Cllr Mary Penfold Lead Officer: Harry Capron</p>	A Mental Health Enquiry day was held on 13 December 2017 to consider the developments of the Acute Care Pathway and wider community support and how that impacts on the focus of dignity and personalisation of service users. It is the intention of the day to consider a number of areas of support such as Crisis Management, Housing and Community services. The outcome of the day is to identify areas of improvement within those key areas of the care pathway and

Progress on Matters Raised at Previous Meetings

				<p>agree actions to be addressed.</p> <p>A report on the outcomes of the meeting will be provided to the committee for the March 2018 meeting.</p>
	47	<p>Delayed Transfers of Care A report on winter performance to be provided in March 2018.</p>	<p>Lead Member: Cllr David Walsh Lead Office: Diana Balsom, Strategic Commissioning Manager</p>	<p>The item has been added to the Work Programme.</p>
	47	<p>Race and Hate Crimes</p>	<p>Lead Member: Cllr Clare Sutton Lead Officer: Patrick Myers, Assistant Director – Design and Development Other Members: Cllrs David Walsh and Andy Canning</p>	<p>An update was sent to members by email on 6 December 2017. The Committee now needs to consider whether the review should continue.</p>
	47	<p>Social Inclusion A series of meetings had been scheduled.</p>	<p>Lead Member: Cllr David Walsh Lead Officer: Paul Leivers, Assistant Director Early Help and Community Services Other Members:</p>	<p>The initial meeting was held on 14 November 2017 and the second meeting is scheduled for 14 December. Meeting schedule for the remaining 4 meetings ongoing and aiming for completion by April 2018.</p>

Progress on Matters Raised at Previous Meetings

			Cllrs Derek Beer and Andrew Parry	
	48	<p>Homelessness Up to date information was to be provided for the Lead Member, prior to a scoping report being completed.</p>	<p>Lead Member Cllr Clare Sutton Lead Officer: Diana Balsom, Strategic Commissioning Manager Other Members: Cllrs William Trite and David Walsh</p>	An update will be provided at the meeting.
	49	<p>Implications of Brexit for Dorset County Council Members supported the establishment of a Brexit Advisory Group, with elected member representation.</p>	<p>Lead Member: Lead Officer: Matt Piles, Service Director - Economy</p>	Lead Members are currently drawing up the terms of reference for the Group.

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Cabinet/People and Communities Overview and Scrutiny Committee

Dorset County Council



Date of Meeting	People and Communities Overview and Scrutiny Committee – 10 January 2018 Cabinet - 17 January 2018
Officer	Director for Children’s Services
Subject of Report	Admissions Arrangements 2019-2020 & Transport Policy 2018-2019
Executive Summary	<p>As a result of successive Acts and associated Regulations admission authorities are required to consult on proposed admissions arrangements prior to determination. Consultation has to be carried out by the 31st January 2017, the outcomes determined by the 1 March 2017, published by the 15 March 2018 for admissions into schools in September 2018.</p> <p>December 2014 Admissions Code requires admission authorities to consult for a minimum period of 6 weeks between 1 October and 31 January and to include relevant parents and other groups in that consultation.</p> <p>The current Admissions code has removed the need to consult on the increase in the Published Admission Number (PAN), but still requires a consultation when an Admissions Authority intends to lower their PAN.</p> <p>Consultation on changes to Dorset’s admissions arrangements was completed on 4 December 2017. This report summarises the consultations that have taken place and invites members to approve the changes as a result of those consultations in order to meet the Local Authority’s statutory duties.</p>

	<p>In addition The Home to School Transport and the Post 16 Transport Support Policy that will come into effect for September 2018 have also been consulted upon.</p> <p>Elected members are also recommended to approve the outcome of a consultation on the decrease in the Pupil Admission Numbers at Charmouth Primary School</p>
<p>Impact Assessment:</p>	<p>Equalities Impact Assessment:</p> <p>This process is bound by the 2014 School Admissions Code and the statutory guidance on Home to School Transport including support access to Post 16 education and training.</p> <p>An EQIA has been carried out for the Home to School Transport and the Post 16 Transport Support Policy for September 2018.</p> <hr/> <p>Use of Evidence:</p> <p>Previous pre-Consultation and Full Consultation responses have directly fed into the admissions consultation process.</p> <p>The latest guidance from the Department of Education with regards to Admissions Law has been used for both mainstream and SEND transport</p> <p>There has been a review of the legislation as it pertains to Post 16 and Post 18 transport responsibility.</p> <hr/> <p>Budget:</p> <p>There are no significant budget risks.</p> <ol style="list-style-type: none"> 1. The implementation of Section 7 for cost recovery for SEN Post 16 transport is projected to reduce the SEN transport allocation by approximately £40,000. 2. A change from 5 miles eligibility criteria in Post 16 to 3 miles criteria for eligibility in Post 16 will have a potential increase in budget of £70,000. 3. The more focused approach to SEN transport, specifically those attending mainstream provision, will also generate greater efficiencies for transport delivery. <hr/> <p>Risk Assessment:</p> <p>Having considered the risks associated with this decision using the County Council's approved risk management methodology, the level of risk has been identified as:</p> <p>Current Risk: LOW Residual Risk LOW</p>

	<p>Other Implications:</p> <p>None</p>
<p>Recommendation</p>	<p>That the People and Communities Overview and Scrutiny Committee recommend the Cabinet to formally agree to the adoption of the following:</p> <ul style="list-style-type: none"> (a) Dorset County Council Admissions Arrangements including the Co-Ordinated Scheme, the Admissions Arrangements for Community and Voluntary Controlled Schools in Dorset 2019-2019, the Admission of Armed Forces Community Children Policy and the Guidance on the Placement of a Pupil Outside His or Her Normal Age Group, the 6th Form Admissions Policy and the Nursery Admissions Policy. (b) The Home to School Transport Assistance Eligibility Policy for Children and Young People attending School 2018-2019 and the Dorset Post 16 Transport Support Policy for 2018-2019 which includes a rise in the surplus seat price from £640 to £770. Cabinet is also advised that a cost of £795 will be used for consultation in April 2018 for September 2019 surplus seat/cost recovery charge. (c) Approval of the identification of a transport catchment area for The Swanage School. (d) Approval of either the 3 or 5 mile criteria for the reduction of 50% for contribution towards Post 16 transport. (e) Changes to the Pupil Admission Number for Charmouth Primary School, reducing from 25 to 15.
<p>Reason for Recommendation</p>	<ul style="list-style-type: none"> • To determine admissions arrangements in accordance with statutory requirements including the Schools Admissions Code December 2014. • To ensure compliance with the latest legislation and subsequent regulation/statutory guidance.
<p>Appendices</p>	<p>Appendix 1:</p> <ul style="list-style-type: none"> - The Co-Ordinated Scheme Timetable 2019-2020 - Local Authority Admissions Arrangements for Community and Voluntary Controlled Schools in Dorset 2019-2020 - Dorset Admission of Armed Forces Community Children Policy - Guidance on the Placement of a Pupil Outside His or Her Normal Age Group - 6th Form Admissions Policy - Nursery Admissions Policy <p>Appendix 2:</p> <ul style="list-style-type: none"> - The Home to School Transport Assistance Eligibility Policy for Children and Young People attending School 2018-2019 - Dorset Post 16 Transport Support Policy 2018-2019 <p>Appendix 3:</p> <ul style="list-style-type: none"> - Communications from consultees in relation to the Consultation.

<p>Background Papers</p>	<p>Minutes of Cabinet – 11 February 2016 – Item 27a pp.2– Recommendations from the Children’s Services Overview Committee (18 January 2016).</p> <p>DFE Schools Admissions Code - <i>December 2014</i> https://www.gov.uk/government/publications/school-admissions-code--2</p> <p>DFE Guidance on Summer Born Children - <i>December 2014</i> https://www.gov.uk/government/publications/summer-born-children-school-admission</p> <p>DFE Guidance on Post 16 Transport – <i>February 2014</i> https://www.gov.uk/government/publications/post-16-transport-to-education-and-training</p> <p>DFE Guidance on Admissions and The Armed Forces Covenant – <i>April 2013</i> https://www.gov.uk/government/publications/admissions-to-schools-in-england-and-the-armed-forces-covenant</p>
<p>Officer Contact</p>	<p>Name: Ed Denham Tel: 01305 221939 Email: Ed.Denham@dorsetcc.gov.uk</p>

1. Co-Ordinated Schemes

- 1.1 The new timetable for the Co-ordinated Admissions Scheme Timetable meets with the requirements of the Schools Admissions Code of Practice and is attached in Appendix 1.
- 1.2 The scheme co-ordinates with neighbouring local authorities and the national offer dates as set out in the code of practice. There have been no responses to this consultation

Elected Members are asked to support the adoption of the co-ordinated scheme in order to meet statutory requirements.

2. Admissions Arrangements for Community and Voluntary Controlled Schools in Dorset 2019-2020 including The Sixth Form Admissions Policy and the Nursery Admissions Policy.

- 2.1 Admissions arrangements for all maintained schools are bound by the Schools Admissions Code, which was revised and updated in December 2014.
- 2.2 Local Authorities are required under the School Admissions Code to have a Fair Access Protocol. This process ensures that the most vulnerable children are placed quickly. These children often have challenging circumstances and may experience difficulty being placed using normal in-year application processes.
- 2.2 DCC has made no changes to the oversubscription criteria for Community and Voluntary Controlled Schools.
- 2.3 DCC has made no changes to the Sixth Form Admissions Policy, The Nursery Admissions Policy.
- 2.4 There were no responses to this consultation.

Elected Members are asked to adopt the Admissions Arrangements for Community and Voluntary Controlled Schools in Dorset 2019-2020 and note that Local Authority Sixth Form Admissions Policy and Local Authority Nursery Admissions Policy are unchanged.

3. Dorset Admissions of Armed Forces Community Children Policy

- 3.1 This policy applies to all schools where Dorset is the admissions authority (community and voluntary controlled schools) – it is also promoted for adoption with Dorset Schools which are their own admissions authorities (academies, foundation, voluntary aided, studio and fee schools). A copy of the policy is found in Appendix 1.
- 3.2 This policy recognises the Armed Forces Covenant and reflects the DFE Guidance issued in April 2013.
- 3.3 The Guidance from the DFE and DCC's policy is designed to ensure that admissions arrangements do not disadvantage service families, and the policy provides the admissions authority flexibility in how they may process applications from service families.
- 3.4 The policy ensures that an admission authority has flexibility in determining main residence when managing place allocations using base and future addresses where a family is subject to a new posting/rotation.

- 3.5 There is flexibility in the application of the Infant Class Size (ICS) legislation, which allows admissions authorities to place over number as an 'exception', though it is still incumbent on the admissions authority to respect the philosophy of ICS and not to necessarily make an 'exception' of every service family.
- 3.6 The policy also allows and requires an admission authority to act flexibly when an allocated school place through a future service or base address is then not appropriate to the residential address that the service family has once they are finally settled.
- 3.7 There have been no responses to the consultation including the Ministry of Defence who were consulted.

Elected Members are asked to adopt the attached policy in order to support military families and to meet the requirements of the Armed Forces Covenant.

4. Guidance on the Placement of a Pupil Outside His or Her Normal Age Group

- 4.1 This policy applies to all schools where Dorset is the admissions authority (community and voluntary controlled schools) – it is also promoted for adoption with Dorset Schools which are their own admissions authorities (academies, foundation, voluntary aided, studio and fee schools). A copy of the policy is found in Appendix 1.
- 4.2 Clarification has been provided about children needing to attend full time from the age of 5 regardless as to whether they have started in reception the term after their 5th birthday.
- 4.2 There have been no responses to the consultation

Elected Members are asked to adopt the policy that relates to the placement of children outside of their normal age group, thus ensuring that DCC is adhering to latest DFE statutory guidance.

5. Home to School Transport Entitlement Policy 2018-2019 and the Post 16 Transport Support Policy 2018-2019

- 5.1 The significant changes and clarification to the Home to School Transport Assistance Eligibility Policy are as follows:
- 5.2 The price of a surplus seat rises annually and it is proposed that the cost rises for the academic year starting September 2018 to £770, a rise from £640 in the previous year.

Elected Members are asked to note that the figure of £770 for September 2018 was agreed by Cabinet as a target figure for cost recovery on 11 February 2016. Members are also asked to note and approve that £785 will be used as a consultation figure for cost recovery/ surplus seat for September 2019 academic year.

- 5.3 Cost recovery for Special Educational Needs and Disability (SEND) Post 16 is maintained. It should also be noted that many SEND families will also qualify for the 50% on a surplus seat cost where they comply with the terms and conditions of such a discount in Section 3 of the Post 16 Transport Support Policy.

- 5.4 There is greater clarity on aspects of the SEND transport, including: a) families whose children with an Education Health and Care Plan HCP and who are attending a mainstream school that is neither their catchment or nearest will not be eligible for transport, b) the criteria for securing a Passenger Assistant has been fully articulated, c) the eligibility for SEND transport for Post 16 has been fully articulated.
- 5.5 DCC continues to use 5 miles as the cut off for standard eligibility for a discount of 50% on the cost of OSOO (One School One Operator) seat to a mainstream 6th form or a 50% reduction in the contribution that is sought by the LA towards Post 16 SEND transport assistance if applicable.

Elected Members are asked to note that Department for Education guidance suggests that a 3 mile criterion would be acceptable and that were DCC to move to a 3 miles criterion, this would potentially incur an annual increase in cost of around £70,000.

- 5.6 The Swanage School Transport.
- 5.6.1 The Swanage School raised objections to the Transport Policy in 2016. Further work has been undertaken to look at the concerns they have raised. Though the substantive concerns around the continuation of the Swanage Town being catchment to the Purbeck School and that the LA has a financial liability to transport children to Purbeck even though there are places at The Swanage School are still being explored, the Local Authority have identified a change in policy that would bring The Swanage School in line with other Secondary Schools across Dorset that have a catchment area.
- 5.6.2 The previous transport policy and the draft policy that was published for consultation only allocated transport to the Swanage School as long as it was their nearest school and they were eligible under the 3 mile criteria. This was contrary to other schools where if a family was within the catchment area they would receive transport as long as they were over 3 miles.
- 5.6.3 The Swanage School did declare a catchment when they first set their admissions arrangements in 2013. This catchment covers a variety of parishes across the Purbeck area which includes the primary catchment areas of 5 schools. Those 5 schools have a total potential output of 120 pupils at Year 6. The Swanage School has an intake capacity of 84 per year group.
- 5.6.4 Though the Swanage School can set its catchment area for admissions purposes to any size, DCC has always ensured that secondary school catchments reflect the likely demand/output of the associated primary schools. To that end, and to ensure equity with other secondary schools who have a catchment, DCC for transport purposes, would identify the primary catchments of St. Mary's RC Primary, Swanage St. Marks' CE Primary, Swanage Primary and St. Georges Primary in Langton Matravers as the areas from within which families would be entitled to transport, subject to all other eligibility criteria being met.

Elected Members are recommended to agree that DCC should provide transport to families on a nearest or catchment basis in Purbeck based on the transport catchment area as proposed above in 5.6.4. DCC will continue to explore with all stakeholders the issue of families being offered transport to the Purbeck School from within the Swanage transport catchment area even when there are places at the Swanage School. A further consultation on any further changes to joint catchment eligibility will take place in the Spring of 2018 for implementation in September 2019.

5.7 Though the LA was not consulting on any changes to eligibility of transport for residents of Swanage to attend the Purbeck School, the consultation on Dorset's policies generated 6 responses urging the LA not to limit the eligibility for transport of Swanage families to the Purbeck School.

5.7.1 In addition to the 6 responses above, the following four responses were also received to the School Transport Policies consultation. (See Appendix C):

5.7.2 A concern was raised by one consultee that it would be unfair to not provide transport to the preferred school for a child with SEND.

LA Response: This element of the policy refers to those children attending a mainstream school, and where the parent has requested that the school on the EHCP is neither the catchment or nearest school. If a child, through the EHCP process, is deemed suitable for mainstream provision, subject to any assistance detailed in the EHCP, then the catchment or nearest school will be suitable. A family has the right to nominate a different school, under parental preference, but as with a child without an EHCP, this will be deemed parental preference and will not attract transport assistance. Where a particular form of provision, i.e. a resource base or a special school, is documented on the EHCP, as long as that provision is the most appropriate and the nearest, then the Local Authority will provide transport to that setting.

5.7.3 A concern was raised about the level of fees and the reliability of the service.

LA Response: The level of cost for a Surplus Seat is in line with other Local Authorities and the actual costs incurred for the provision of a mainstream seat. The comment about reliability has been forwarded to the Dorset Travel Team.

5.7.4 A concern was raised about the potential reduction of Passenger Assistants (PA).

LA Response: The policy is providing clarification on the role of PA's. They are there to support individuals based on that child or young persons' need. The PA's are deployed to ensure the safety and welfare of the individual named service user. Where children that are travelling on a LA commissioned transport are not allocated a PA, the families are responsible for that child getting on and off the bus and they are expected to conduct themselves as if they are in a school setting.

5.7.5 A concern was raised about the need for school transport between West Christchurch and Burton, the travel times for young children on this route and the potential effects of transporting children this distance.

LA Response: DCC works to ensure that there are sufficient places for local children at local schools. Occasionally it is necessary for the Local Authority to provide transport to another local school as a result of local demand for places. DCC adheres to the DFE guidance that a child of Primary age should ideally not have to travel for more than 45 minutes each way to go to school.

Elected Members are asked to adopt the transport policies and note the clarifications that have been made with regards to eligibility for SEND transport, eligibility for a 50% discount for mainstream and SEND Post 16 transport and the clarification on the deployment of Passenger Assistants. Members are also asked to note the additional exception to being provided school transport where a higher rate Disability Living Allowance (DLA) for Mobility has been issued for the benefit of the child for whom travel assistance is being requested.

6. Reduction in Admissions Number

- 6.1 Charmouth Primary School currently has a Pupil Admission Number (PAN) of 25. As a result of declining numbers in the area, they are unable to sustain the 7 classes that such a PAN requires and have asked the LA to consult on lowering the PAN to 15. The LA will still be able to raise the PAN should demand require.
- 6.2 The LA has not received any objections to the proposed reduction in Pupil Admission Number.

Elected members are asked to agree the reduction in the Admissions Number for Charmouth Primary School from 25 to 15 for September 2019 entry.

Nick Jarman
Interim Director for Children's Services
December 2017

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Dorset Co-ordinated Admission Scheme 2019-2020

	Secondary	Primary
Closing date for applications* (SEN** and Children in Care)	31/10/18 15/02/19	15/01/19 29/03/19
Dorset LA exchanges other applications with other LAs	9/11/18	01/02/19
Deadline for Admission Authorities to complete the process of verifying criteria for their applications	04/01/19	27/02/19
Dorset LA first exchange of offers between LAs	18/01/19	15/03/19
Final exchange of offers between LAs	06/02/19	28/03/19
Dorset LA to inform all schools of final allocations	14/02/19	04/04/19
Dorset LA sends notification to home applicants	01/03/19	16/04/19
Parents respond to the offer	15/03/19	30/04/19

Dorset County Council will have a single late round inline with all neighbouring authorities. The single late round for each cycle will close the day prior to the National Offer Day of that cycle. All applications after the National Offer day will no longer be co-ordinated and will be dealt with as In-Year Transfers and will be dealt with as they are received.

Round	Closing Date	Offer Date	Response Date
Secondary Year – Round 2	28/02/19 Secondary Only	29/03/19 Secondary Only	12/04/19 Secondary Only
Primary Year – Round 2	15/04/19 Primary Only	17/05/19 Primary Only	31/05/19 Primary Only

Secondary Applications received after 28th of February and Primary Applications after the 15th April will be processed as quickly as possible as they are received and as In-Year Transfers. Please note applications received within the last few weeks of term and during the summer holidays may not be processed until the schools return from their summer break.



*Applicants applying on aptitude/ability will be advised of the outcome of the testing (not guarantee of a placement) in good time to complete a preference application by the closing date.



Admission Arrangements for Community and Voluntary Controlled Schools in Dorset

2019-2020

This is Dorset Local Authority's (LA's) admissions policy which applies to statutory school aged children in mainstream schools. This policy commences for children applying to schools starting in September 2018 and should be read in conjunction with the parents guide. The guide along with admissions policies for other types of schools and further information and clarification are available on Dorset's school admissions website.

1. Admission of Pupils – General Principles

- The School Admissions Code, legislative guidance including co-ordination, equal preference scheme and infant class size legislation are adhered to,
- The majority of schools serve traditional areas (catchments/communities) to ensure fair access. The school's catchment area is a geographical area defined by the authority following consultation with the governors and neighbouring schools and is available for parents to view on the Dorset for You website,
- Where possible, within the current constraints and legislation, children attend schools preferred by their parents,
- Every (Dorset) child will be allocated a place in an educational setting once an application is submitted,
- Admission arrangements are consistently and equally applied to all,
- Resources are used efficiently,
- Allocation of school places are made up to the planned admission number, in accordance with the oversubscription criteria.
- The Dorset County Council Admissions Arrangements adhere to the principles of the Equalities Act 2010.

2. Published Admission Numbers (PANs)

All admission authorities must set an admission number for each 'relevant age group' and places will be allocated according to the published oversubscription criteria.

A school will be asked to exceed the admission number only where:-

- The last place within PAN is allocated to one of multiple birth siblings, then the other birth siblings will be admitted,
- Where an error occurs and the child should have been offered a place,
- A large group of families with children arrive in the area where it has not been possible to accommodate them within the normal allocation of places because of



- the short notice. If this is the case, the Local Authority will identify an appropriate setting to accommodate the children as quickly as possible,
- An unexpected event/incident occurs necessitating urgent/temporary placement,
 - There is a need to comply with other agreed protocols, e.g. Children in Care, Fair Access, SEN Code of Practice and the Military Covenant

In Year Admissions only

- Where no other school would provide suitable education within a reasonable distance of the home. In this instance the distance will be considered based on the transport offered to the alternative setting, following national guidance on transport times i.e. the alternative placement will not exceed a journey of 45 minutes for primary aged children and 75 minutes for secondary aged children. The length of journey does not include walking to the 'stop'. Transport is also based on consideration of efficient use of resources and prejudice to the school or neighbouring schools.

3. Admission of Pupils to School for the First Time at Age 4+/5

3.1 Statutory school age

Children reach compulsory school age the school term following their fifth birthday. The start of term is defined as 1 September/January/April (this may not be the first day of term for the school being considered).

3.2 Admission at 4+

An application must be submitted for every child to the LA. Children are able to attend full-time in September of the year they are due to start school. Some schools offer a phased integration. Parents can request part-time attendance until compulsory school age is reached. This needs to be agreed with the headteacher of the school where a place is offered. Parents can also request deferred entry within the first academic year or until compulsory school age. A record of the deferment should be kept by the school and parent. The place is held and is not available to be offered to another child unless it is not taken up by the agreed date when it will be considered vacant. If this request for deferred entry goes beyond the start of the academic year, the parent will need to reapply for a school place in the next academic year for entry to year 1.

4. Transfer to the next school by age – Normal Year of Entry

Different age ranges of schools in Dorset means children may transfer to the next school, depending on where they live, at ages 7+ (Year 3), 9+ (Year 5), 11+ (Year 7) or 13+ (Year 9). In all cases an application should be submitted by the published closing date and through the Home Local Authority. This is the local authority in whose area the child resides. Applications should be submitted by the person who has parental responsibility for the child.



5. In Year Admissions

In year or casual admissions will be processed either through the LA where schools have opted in to the LA co-ordinated scheme (subject to availability) or directly to the school, where the school has opted out. If uncertain of whether the preferred school takes in year applications direct, parents can contact the school itself or contact Dorset's school admissions department. A formal application must be made in all instances with relevant information attached to the application. Should a place not be allocated at a preference school the parents have a right of appeal. Any alternative placement offered will take account of the distance to travel consistent with the national guidance on journey times i.e. the alternative placement will not exceed a journey of 45 minutes for primary aged children and 75 minutes for secondary age children.

6. Admission of children outside their normal age group

This section of the policy should be read in conjunction with the guidance on the placement of a pupil outside his or her normal age group. Normal age group refers to the year group in which the child would normally be according to their chronological age. The guidance is available on Dorset's school admissions website.

Applications for a child to be placed outside of their normal chronological year group will only be considered under the most exceptional circumstances. The placement of a child outside his or her normal age group is not an appropriate strategy for meeting special educational needs. This is in recognition of the significant and long term impact on children who are placed outside of their normal year group.

6.1 Decision Making Process

Parents and carers wishing to request that their child be placed outside of their normal age group must do so through the Head Teacher of the pupil's actual or proposed school. Where the school is their own admissions authority the decision to place a child outside of their normal age group rests with the Head Teacher and governing body of the school that would be affected. Where Dorset Local Authority is the admissions authority for the affected school, the case will be considered by the local authority's In Year Fair Access Panel. This panel meets regularly during term time.

6.2 Admission above Normal Age

Only in exceptional circumstances, where a child is outstanding in every respect, will a child be considered for admission early or above their normal year group. It will also only be considered through the agreement of the Head Teacher, in conjunction with other professionals, where they have identified exceptional medical, physical, social or/and educational reasons for this. If advanced in a Dorset school it is expected that the arrangement will continue in a Dorset school.



6.3 Back Yearing and Delayed Transfer

There are instances when a child's overall best interests are served by delaying admission or remaining in the existing year. The social and educational implications of this must be considered. Such arrangements will be considered only if agreed or recommended by the child's Head Teacher and/or any other professional involved. Any decision will also be in line with the LA's 'Guidance on the Placement of a Pupil outside of his or her normal age group' and with the parent's agreement.

6.4 Out of Dorset Requests

Some families seek places in Dorset schools (e.g. where they have moved to the County from elsewhere) for their children to be placed in a year group other than their chronological year group. Requests are dealt with and recommendations made by the admitting school, regardless of the child's home address, in line with the decision making process indicated above.

Such requests are refused unless there are very exceptional circumstances.

6.5 Admission/Transfer of Children Outside Normal Year Groups – PAN

Where it is agreed that children can be admitted/transferred to a year group which is not the chronological year group, the application will be considered against the relevant school's PAN (not in addition) and the school's oversubscription criteria, along with all other applications received.

6.6 Delaying entry into Reception Year Group – Summer Born Children

Where a child is summer born and parents wish to consider the delay of their child starting school in the Reception Class until after their 5th birthday will have to discuss this directly with the Head Teacher and/or the Admission Authority of the proposed school. These requests will be considered on a case by case basis and with reference to the 'Guidance on the Placement of a Pupil Outside his or her Normal Age Group'.

If a parent applies for a reception place to be taken up after the child's 4th birthday and is allocated a place in the normal transfer round and then subsequently wishes for their child to enter the school in reception after their 5th birthday – they will have to make a new application in the next application year and surrender their current place. Their application will be considered afresh and no guarantee will be given that they will get a place at the same school in the subsequent allocation as it will be subject to the relevant admissions code and the overall number of applications.



7. Placements in Alternative Settings and Managed Moves

Policies are available on In Year Fair Access and Managed Move protocols on Dorset's school admissions webpage.

Pupils from outside of Dorset who have been placed in alternative provision (PRU) and move into Dorset will initially be placed in a Learning Centre where consideration will be given to the most suitable placement to support the child's educational achievement. Should integration to mainstream be considered appropriate, and on receipt of an application from the parent, this will be considered by the In Year Fair Access Panel.

8. Children in Care

There is an additional policy and guidance available for Children in Care and children who have previously been in care applications. Children in Care applications are given the highest priority on the oversubscription criteria.

9. School Transport

Details about school transport are provided in the Home to School Transport Policy. Advice is also provided in the Policy and Parents' Guide to ensure parents, guardians and carers are aware that their preference of school and the admissions criteria will affect their entitlement to 'free' school transport. This includes later changes (e.g. change of address) which could have a bearing on continued eligibility for school transport.

10. Withdrawal of School Places

Places will only be withdrawn where:

- A place has been offered in error by the admission authority and the affected child/ren have not yet started at the preferred school,
- A place has been offered on the basis of a false, fraudulent or deliberately misleading application. The place will be withdrawn if the case has been identified by the first October half-term following admission,
- The place has not been taken up by the specified date – the parent will be contacted in advance of the withdrawal of a place,
- The place has been declined by the parent.

11. Waiting Lists

The LA operates a limited waiting list policy. Parents can apply to have their child's name placed on a waiting list for a period of one term following refusal. If parents wish to



keep a child on a waiting list beyond this term they will need to write in for an extension. There is no guarantee of a school place by remaining on the waiting list.

12. Appeals

If the LA is unable to offer a place at a school that has been applied for, the parent has the right to appeal to an independent Appeals Panel. The decision of the Panel is binding on all parties and where parents succeed with their appeal, the place at the school originally offered by the LA will be automatically withdrawn.



OVERSUBSCRIPTION CRITERIA

The admission of children with Education Health & Care Plans and Statements of Special Educational Needs is covered by Sections 324 to 328 of, and Schedule 27 to, the Education Act 1996. Guidance on the Admission of EHCP and Statemented pupils is given in the Special Education Needs Code of Practice.

1. Where all parental preferences for places at the school can be satisfied, all children seeking a place will be admitted.
2. Where there are too few places available to satisfy all preferences, places will be allocated according to the following priority order:-
 - i) A "Child in Care" or who was "previously a Child in Care" (see footnote 1)
 - ii) Children who the authority accepts have an exceptional medical or social need and where there is a need for a place at one specific school (see footnotes 2).
 - iii) Children living within the school's catchment area who will have a sibling(s) attending the school at the time of admission. (see footnote 3)
 - iv) Children living within the school's catchment area who are attending the preferred school's recognised maintained feeder school during the previous year and are on that school's roll at the time of application. (see footnote 4).
 - v) Children living within the school's catchment area.
 - vi) Children living outside the school's catchment area who will have a sibling(s) attending the school at the time of admission. (see footnote 3,5)
 - vii) Children living outside the school's catchment area and who are attending one of the preferred school's recognised maintained feeder schools during the previous year at the time of application. (see footnote 5)
 - viii) Children living outside the school's catchment area and whose parents wish them to attend a CE Voluntary Controlled school on denominational grounds. (see footnote 6)
 - ix) Children of staff with at least two years continuous service at the school or who have been recruited to a vacancy to meet a demonstrable skills shortage as at the date of application (in year) or relevant closing date under the LA co-ordinated scheme (normal year of entry) and who still intend to be employed at the school at the time of the child's admission. (see footnote 7 & 8)
 - x) All other children living outside the school's catchment area.
3. If oversubscribed within any of the priority order categories above, places will be allocated on the basis of the shortest straight line measurement using a geographical information based system which identifies an Easting and Northing for the home address and the school and calculates the distance between the two locations. NB. School transport is based on walking and driven distances.



4. In the event that the LA is unable to distinguish between applications despite applying the priority categories above, lots will be drawn by an independent (of the LA) person to determine the final place(s).
5. Where applications are received from families with multiple birth siblings and by adhering to PAN these siblings could not be offered the same school, the admission number will be exceeded to accommodate the multiple birth siblings. This is not an indication that schools can exceed the admission number other than under these exceptional circumstances.

Footnotes

1. A "Child in Care" means any child who is in the care of a local authority in accordance with Section 22 (1) of the Children Act 1989. A child who was "previously a Child in Care" means a child who after being Looked After became subject to an Adoption Order under Section 46 of the Adoption and Children Act 2002, a Child Arrangement Order under Section 8 of the Children Act 1989 or Special Guardianship Order under Section 14A of the Children Act 1989.
2. Applications will only be considered under this category if there is evidence provided such as a Child Protection Order, Children in Need document or a written statement from a doctor, social worker or other relevant independent professional. The information must confirm the exceptional medical or social need and demonstrate how the specified school is the only school that can meet the defined needs of the child. The local authority is all inclusive and will meet all legislative requirements to accommodate children within their educational setting as appropriate to their need.
3. The term 'sibling' means full brother or sister, half or step brother or sister, adoptive brother or sister and other non-blood related children who live with married or cohabiting parents in the same household and relates to all year groups provided by the school. In the case of an infant school the sibling link will apply to the related junior school and vice versa.
4. The feeder school criteria only applies to children attending the recognised feeder Infant School and are applying to the recognised receiver Junior School. This applies to Mundeford Infant & Junior School, Christchurch Infant & Junior School, Upton Infant & Junior School and Wyke Regis Infant & Junior School.
5. This does not include independent schools, pre-schools or nurseries.
6. In order to qualify for consideration under this category, parents/guardians will need to show that at least one adult family member and the child to whom the application relates to have been attending their local church at least once a month for a minimum of a year prior to the closing date for applications. The application must also be supported by a written statement from the vicar/priest/minister or leader of the church confirming this.



7. The term 'children' includes full, half, step, adopted and those non-blood related but resident through marriage, civil partnerships or single family co-habitation arrangements at the time of application or deadline.
8. Staff are defined as all Dorset County Council employed teaching and support staff at the preferred school. 'Children of staff' refers to situations where the staff member is the natural parent, the legal guardian or a resident step parent. If applicants wish to be considered under this criterion then a letter from the Headteacher confirming the above applies to the applicant must be provided at the time of application.

Failure to provide sufficient evidence will result in the application being processed against the next highest criteria. Separate admission policies apply to Primary/First schools in Gillingham and Verwood. Details of these policies can be found on the School Admission website.

All policies and the Parents' Guide which provides further information and clarification are all available at www.dorsetforyou.com/schooladmissions.

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Admission of Armed Forces Community Children Policy 2019-2020

This policy applies to all schools where Dorset is the admissions authority (community and voluntary controlled schools) – it will also be promoted for adoption with Dorset schools which are their own admissions authorities (academies, foundation, voluntary aided and free schools).

Dorset County Council wishes to recognise the Armed Forces Covenant which is a promise between the Government, the Nation and the Armed Forces. It's there to make sure that people in the Armed Forces Community aren't disadvantaged because of their Service, and that the people who have given the most receive special consideration for the sacrifices they have made for the country.

DCC is committed to look out for any problems these families might face because of their part in the Armed Forces Community, and then to assist in finding solutions to those problems.

A family may be disadvantaged when applying for a school place (during service or upon leaving service). When an application is made from the Armed Forces Community and a place cannot ordinarily be offered, an assessment will be made of the circumstance.

In order to establish (by admissions department or appeal committee) whether a place should be offered, it needs to be identified as to whether being a member of the armed forces has disadvantaged the family in applying for a specific school place and consider the impact of placing the child over number (see Consideration of Prejudice).

The School Admissions Code has been revised to enable schools to admit service children as exceed the 30-pupil limit for infant classes in order to accommodate Service children.

Infant class size – Infant classes (those where the majority of children will reach the age of 5, 6 or 7 during the school year) must not contain more than 30 pupils with a single school teacher⁴⁴. Additional children may be admitted under limited exceptional circumstances. These children will remain an 'excepted pupil' for the time they are in an infant class or until the class numbers fall back to the current infant class size limit. The excepted children are....

f) children of UK service personnel admitted outside the normal admissions round;



Admissions Authorities when considering admissions placement from Forces Families should take account of the expectation that families will move as a new posting comes through or when discharged at the end of service: the family have little or no choice in the location or the timing of this move and so, in many cases, will be forced to apply to schools outside of the normal admissions round.

In order to ascertain if they should be considered for a place at a school that is full in the year group applied for (especially where this would contravene infant class size legislation) it should be considered whether or not it would have been reasonable for a family living at the stated address and applying 'on time' at the normal year of transfer to obtain a place.

1. Did the fact that a parent is serving in the armed forces prevent an 'on time' application being made?

Yes – This should be taken into account in the decision making process

No – There has been no disadvantage and therefore no account need be taken.

2. Would it have been reasonable to expect a place at the named school had the application been made 'on time' at the normal age of transfer?

Yes – This should be taken into account in the decision making process

No – There has been no disadvantage and therefore no account need be taken.

3. Would the alternative offer NOT have been one that other families in the locality were offered?

Yes – This should be taken into account in the decision making process

No – There has been no disadvantage and therefore no account need be taken.

4. Would the alternative placement offered have a negative long term impact e.g. not keep them within the same pyramid of schools for next age of transfer?

Yes – This should be taken into account in the decision making process

No – There has been no disadvantage and therefore no account need be taken.

If all the answer to all questions is 'No', then there has been no disadvantage and normal procedures should be followed.

If the answer to one or more questions is 'Yes', then the case will need to be considered more carefully in line with this undertaking but this does not mean that a child will automatically be admitted, as there still remains a need to balance the case of the child and the specific situation of school.

Consideration of prejudice



The admissions officer/appeal panel must balance the prejudice to the school against the appellant's case for the child to be admitted to the school.

It must take into account the appellant's reasons for expressing a preference for the school, including what that school can offer the child that the allocated or other schools cannot.

In reaching a decision as to whether or not there would be prejudice the panel may consider the following factors:

- a) what effect an additional admission would have on the school in the current and following academic years as the year group moves through the school;
- b) the impact on the organisation and size of classes, the availability of teaching staff, and the effect on children already at the school.

If the admissions authority/appeals panel considers that the appellant's case outweighs the prejudice to the school it must admit the child/uphold the appeal.

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Guidance on the Placement of a Pupil Outside His or Her Normal Age Group 2019-2020

1. Introduction

- 1.1 The purpose of this guidance is to provide schools and Admission Authorities (see Section 9) in Dorset with a framework within which to make decisions about whether or not a pupil should be educated in a group outside his or her normal age group.
- 1.2 While the final decision rests with the Admission Authority. The Head teacher of the school or prospective school will be best placed to advise the Admission Authority on the appropriateness of the proposed course of action.
- 1.3 Parents and carers wishing to request that their child be placed outside his or her normal age group must do so through the Head teacher of the pupil's actual or proposed school.
- 1.4 Placing a pupil outside his or her normal age group can have significant implications for the pupil as he or she moves through schools. This guidance therefore aims to ensure that full consideration is given of both short and long term impact.
- 1.5 There is no requirement for schools to move those pupils who are currently outside their normal age group. It is suggested that in these circumstances the school should ensure that parents and carers are aware of the possible implications of the pupil remaining outside his or her normal age group. This relates in particular to phase transfers. Some of the possible implications are outlined in section 3 of this guidance document.

2. Principles

- 2.1 The principles behind educational inclusion stress the importance of all pupils being educated alongside their peers in their local communities. This national perspective is reflected in Dorset's Inclusion Vision. The emphasis is on schools meeting individual needs, including those of pupils with special educational needs, through personalised learning.
- 2.2 Expectations of good practice are based upon a child's entitlement to be educated alongside their age equivalent peers. The responsibility for addressing individual needs lies with the school through an appropriately differentiated curriculum. Personalised learning is at the heart of ensuring that the provision that is made meets the individual pupil's needs.



- 2.3 The needs of the child or young person need to be viewed holistically. The individual's social, emotional and physical development and well-being need to be considered alongside educational needs.
- 2.4 Where a child has special, additional or individual educational needs, then their educational programme should be enhanced with appropriate support. For pupils with SEN, this support will be outlined in the Individual Education Plan (IEP) or, where appropriate, in a Statement of Special Educational Needs.
- 2.5 **The placement of a child or young person outside his or her normal age group is not an appropriate strategy for meeting special educational needs.** Special educational needs are not a justification for placing a pupil outside his or her normal age group. Special Schools will **always** register pupils in their correct year group, as they will then be placed within the most appropriate teaching group (which are mixed age as they are based on pupils needs rather than solely chronological age).
- 2.6 There are significant and long term issues for the pupil, the school and the Local Authority/Academy Trust that arise from a decision to place a pupil outside his or her normal age group. These are set out in Section 3 of this policy.
- 2.7 If a Head teacher decides to recommend that a pupil be placed outside his or her normal age group, this should only be in truly exceptional circumstances and in full light of the possible implications for the pupil. Recommendations should be made in accordance with procedures published in this guidance, and with the full involvement of parents/carers and all relevant professionals involved with the pupil's education. Guidance on the decision making framework is set out in Section 4 of this policy.
- 3. Implications for pupils who are placed outside their normal age group**
- 3.1 All recommendations and decisions should be made with the following factors in mind. It is particularly important that parents/carers are aware of possible implications for the remainder of the pupil's progress through the school system:
- If a Head teacher recommends that a pupil is placed in a group below his or her chronological year, then a reduced set of general expectations is in place, and areas of strength are at risk of not receiving appropriate stimulation. If a pupil is placed above his or her chronological year then the converse can happen, although most requests are for delayed rather than accelerated movement.
 - Parents/carers should be made aware that a decision which has been recommended by one Head teacher may be sought to be overturned in another setting.
 - The implications are long term as, once the year/group change has been made, it is difficult to reverse as:



- a) the pupil may miss out on a national curriculum year programme of work
- b) the pupil may need to join an unfamiliar class group and will need to form new friendships and support networks
- c) the consequences of making up a year can be negative for the pupil

The above is likely to put additional pressure on an already vulnerable pupil.

- If the pupil remains outside his or her normal age group, his or her physical, emotional and social needs may be unmet.
- At phase transfers, which could mean a change of school and new friendship groups, pupils will be older than the rest of their new peer group.
- National Curriculum Tests and GCSEs and other accredited courses are completed a year or more late, as assessment takes place at the same time as the rest of the year group in which the pupil has been placed and not in line with his or her chronological age.
- A pupil who is outside his or her normal age group, and reaches Year 10 may choose to leave school at the official school leaving date for their age group— which is always the last Friday in June at the end of the academic year in which he or she is 16, thereby not completing GCSEs or other accredited courses and thus damaging his or her prospects for future employment or further education placement.
- A pupil who does not remain in his or her cohort will experience fractured peer relationships; this is likely to be detrimental to well-being.
- A pupil who is moved to a lower age group may well receive negative messages which will impact adversely on his or her sense of acceptance, achievement and belonging.

4. The decision making framework

4.1 The following general framework applies to all requests for placing a pupil outside his or her normal age group, regardless of specific circumstances.

- Head teachers should set out why this course of action is being considered and his or her recommendation. This recommendation should be based on written advice from members of other professional groups who are involved in supporting the child.



- In no instance should movement be of more than a single National Curriculum year.
- Schools should be able to evidence that **this is not a response to unmet need** and that
 - the pupil's educational, social and emotional well-being would be best met through placement outside his or her normal age group
 - there is full parental support and agreement
 - there is pupil support and agreement following explanation and counselling at a level the pupil is able to understand
 - there are clear objectives and time scales to the change, with plans in place to manage phase transfers and examinations if appropriate
- In all aspects schools are advised to ensure that parent/carers are fully involved in the decision to recommend this course of action, that they understand the long-term implications and that they have provided written agreement (See template agreement to place outside of the normal age group – BYIY 002 at the end of this document, please attach any other supporting documentation).
- The attached form should be completed and forwarded to the Dorset Admissions Team.
- Where the request has been made by a parent/carer but is not recommended by the Head Teacher, both parties may set out reasons to support their recommendation/ request and these will be considered by the In Year Fair Access Panel. (See Dorset School Admissions website for an application form).
- Completed recommendations/requests will be considered by The Local Authority's In Year Fair Access Panel which meets regularly during term time. It will make decisions on the basis of the circumstances of each case and will inform parents of their statutory right to appeal should they disagree with the panel's decision.
- Non-Dorset children / non-Dorset schools. Requests are dealt with and recommendations made by the admitting school, regardless of the child's home address. For a child with a statement of special educational needs, where another Local Authority is responsible for the statement, the school would need to consult with the SEN team of the Local Authority having responsibility for the statement.

5. Guidance on special circumstances

5.1 Medical needs



- 5.1.1 Some pupils may have significant absence from or intermittent attendance at school due to a medical condition or accident. During the absence from school pupils may have accessed differing amounts of education and as a result will be better or less well-prepared to re-engage with full-time education.
- 5.1.2 The age of the student is important. Absence from school which has affected preparation for GCSE courses of study may have greater significance on a student's future life chances than prolonged absence at other times.
- 5.1.3 Recommendations in respect of pupils who have missed extensive periods of time from education due to illness or accident should be made on an individual basis and in a multi professional forum.
- 5.1.4 Further information relating to pupils with medical needs may be found in Dorset's Access to Education for Children and Young people with Medical Needs.

5.2 **Pupils learning English as an additional language, refugees and asylum seekers**

- 5.2.1 If a pupil from overseas arrives with limited or no English into Year 11, it would be difficult for the school to make provision in respect of GCSE courses. Every chance to undertake those GCSEs should be explored and consideration might be given to placing the pupil in Year 10 to maximise his or her opportunities (with agreement from the parents and the young person). Advice and support should be requested from specialist staff where appropriate.
- 5.2.2 A pupil arriving in any other year group from overseas with limited or no English would not normally be considered for placement outside his or her normal age group.

5.3 **Twins or other multiple births**

- 5.3.1 Where twins or other multiple birth siblings have birthdays on either side of midnight on 31 August, the siblings will have been born in different academic years. In anticipation that parents will want the children to be admitted to school together, when applying for admission to Reception, a parent may specify that both twins (or all triplets etc) be admitted to the same academic year. This will mean that one or more of the children is admitted out of his or her chronological cohort. The expectation will then be that the children will continue to be taught within that cohort as their school career progresses.

6. **Pupils already out of their normal age group**

- 6.1 Where pupils have been placed outside their normal age group and that decision is now not considered to be appropriate, the school should meet with the parents/carers and other professionals involved and determine the future course of action.



- 6.2 The school and the parents or carers should have a clear plan as to the future educational arrangements for the pupil. This should take into account how any potentially negative implications will be managed.
- 6.3 A move of school may provide a suitable opportunity for the pupils to be returned to their normal age group. (N.B. This will **always** occur if the placement is at a special school.)

7. Deferred Entry to the reception class

- 7.1 Every child must legally start their full time education the term after their fifth birthday. However a September admission date is expected to be maintained for the majority of four year old children in Dorset. A parent having applied for a place in September, may wish to *defer* the entry until later in that academic year but not beyond the point at which they reach compulsory school age and not beyond the beginning of the final term of the school year for which the application was made. This action will not result in the pupil being placed outside his or her normal age group and is therefore outside the remit of this policy. With deferred entry the pupil is placed in the appropriate age group. For further information please contact the school admissions team (01305 221060).
- 7.2 Where parents/carers consider a **deferred entry** will be of benefit to the child, the parents/carers must contact their preferred school for further information and agree a date for entry to school for the child. The date of entry must not be beyond the start of the final term of the academic year (Foundation year). If the parents/carers do not take up the place at the agreed time, the place will be considered vacant and offered to another applicant. This applies to all schools.
- 7.3 Parents/carers opting for deferred entry need to be aware of the possible implications. The child will miss part of the Foundation Stage curriculum and also the period of induction that the pupils starting in September will receive.

8. Delayed Entry to Reception Class – Summer Born Children

- 8.1 Where a child is summer born and parents wish to consider the delay of their child starting school in the Reception Class until after their 5th birthday they will have to discuss this directly with the Head Teacher and/or the Admission Authority of the proposed school. These requests will be considered on a case by case basis and with reference to this Guidance.
- 8.2 If a parent applies for a reception place to be taken up after the child's 4th birthday and is allocated a place in the normal transfer round and then subsequently wishes for their child to enter the school in Reception after their 5th birthday – they will have to make a new application in the next application year and surrender their current place/application. Their application will be considered afresh and no guarantee will be given that they will get a place at the same



school in the subsequent allocation as it will be subject to the relevant admissions code and the overall number of available places.

- 8.3 If a parent has deferred entry into reception and subsequently decides to re-apply for a reception place for the next academic year after the normal 4+ closing date, then a new application will have to be made and will be considered as a late application and a place cannot be guaranteed at the preferred school. The application will be subject to the oversubscription criteria should applications be in excess of the places available.
- 8.4 A parent is required to make an application for a school place for entry in September after the child's 4th birthday. If the parent intends to apply for a delayed entry they must then get agreement from the school or schools that they intend to apply to and fill the form at the end of this guidance prior to withdrawing their original application. One form for each school applied for is required. They will then have to make a further new application for the new intended year of entry.
- 8.5 Once the parent and school agree to the delayed entry into reception, the form BYSB 001 at the back of this Guidance should be completed by the parent and signed by them and the Head Teacher to confirm the delayed entry.
- 8.6 Once a summer born child has delayed entry into reception in September following their 5 birthday – the ability to engage in a part-time timetable or graduated start will not be available as it would be to a 4 year –old as once a child has reached 5, they are required to attend full time.

9. Admissions Authorities in Dorset

- 9.1 The decision making body is dependent on the type of school:

Type of School	Who is the admission authority?	Who is the decision maker for placement outside of normal year group?
Community Schools	Local Authority	Head Teachers/Governing Bodies will make a recommendation to the DCC Admissions Team as the Admissions Authority. The Admissions Authority may accept the recommendation or wish to refer to the In Year Fair Access Panel.
Voluntary controlled schools	Local Authority	
Academies	Academy Trust	As 'Own Admissions Authority' the Governing Body will decide outcome. (Although schools may choose to use DCC services and administer through the In Year Fair Access Panel)
Foundation Schools	Governing body	
Voluntary aided schools	Governing body	



10. **Request /Recommendation for pupil to be placed outside his or her normal age group**
- 10.1 Parents are requested to discuss this option with the school prior to completing the attached form.



BYSB 001 - Application for Delayed Entry to a Reception Class.

This form is to be filled and signed by the parent when they have decided to delay their child's entry into a Reception Class under the Admission of Summer Born Children Protocols. The Head Teacher's signature is confirmation that a discussion with the parent has taken place about the implications of the decision to delay entry though is not a statement that the school has made a professional decision on the educational or developmental needs of the child.

Parents are advised to refer to the following Documents:

1. Department for Education – Advice on the admissions of summer born children - December 2014
2. Dorset County Council - Guidance on the Placement of a Pupil Outside His or Her Normal Age Group – April 2014

Name of Child _____ Date of Birth _____

Name of School _____

Having read both the Department for Education and Dorset County Council Guidance on summer born children I wish to delay entry into reception until September _____ (Enter appropriate year).

I acknowledge I will have to make a new school application which will be subject to the Dorset Admissions Code and oversubscription criteria for that year and any offer of a school place I currently hold will be withdrawn.

I confirm that I understand the following:

- when my child moves to another school, that a new application for the continuation of the placement outside of their normal year group will have to be made to the new school.
- another school or local authority is not required to continue the placement of a child outside their normal year group.
- that there is no option of my child starting Reception at aged 5 on a part-time timetable.
- once a child is admitted to a school it is for the Head Teacher to decide how best to educate them. In some cases it may be appropriate for a child who has been admitted out of their normal age group to be moved to their normal age group, but in others it will not.
- any subsequent decision to move a child to a different age group or back into their chronological age group should be based on sound educational reasons and made by the Head Teacher in consultation with the parents.

Parents Name _____

Signature _____ Date: _____

Head Teachers Name _____

Signature _____ Date _____

A copy of this to be retained by the school, a copy to be retained by the parent and a copy to be sent to Dorset County Council School Admissions



BYIY 002 - Agreement for the Placement of a Child Outside of their Normal Age Group.

This form is to filled and signed by the parent and the relevant school when agreement has been reached for an existing enrolled pupil to be placed outside of their normal year group.

Parents are advised to refer to the following Documents:

1. Department for Education – School Admissions Code - December 2014
2. Dorset County Council - Guidance on the Placement of a Pupil Outside His or Her Normal Age Group

Name of Child _____ Date of Birth _____

Name of School _____

National Curriculum Year Group - Current _____ Proposed _____

Having read both the Department for Education and Dorset County Council Guidance on placement of children outside of their normal age group I wish to confirm that I have agreed for my child to be placed in the proposed National Curriculum Year Group.

I confirm that I understand the following:

- when my child moves to another school, that a new application for the continuation of the placement outside of their normal year group will have to be made to the new school.
- another school or local authority is not required to continue the placement of a child outside their normal year group.
- once a child is admitted to a school it is for the Head Teacher to decide how best to educate them. In some cases it may be appropriate for a child who has been admitted out of their normal age group to be moved to their normal age group, but in others it will not.
- any subsequent decision to move a child to a different age group or back into their chronological age group should be based on sound educational reasons and made by the Head Teacher in consultation with the parents.

Parents Name: _____

Signature: _____ Date: _____

Head Teachers Name: _____

Signature: _____ Date: _____

A copy of this to be retained by the school, a copy to be retained by the parent and a copy to be sent to Dorset County Council School Admissions

Working together for a strong and successful Dorset



Sixth Form Admissions Policy 2019 - 2020

Dorset LA is the Admissions Authority for all Community and Voluntary Controlled schools in the County. Arrangements for entry to Sixth Forms are administered by the respective governing bodies. The policy set out below does not apply to Voluntary Aided, Free Schools, Academies and Foundation schools.

Should more than one parent have parental responsibility, only one application will be considered. Unless a court order rules otherwise, the application must be made by the parent who has day to day care of the child for the majority of the school days/weeks. Where this is unclear, disputed, or care is split equally and there is no agreement between the parents, the application considered will be that made by the parent at the address identified on the child's registered General Practitioner (GP) record. If separated parents reside at the same address, they should reach agreement or, if not possible, obtain a Court Order to clarify the preferences before an application can be considered by the Local Authority.

1. Where all parental preferences for places at the school can be satisfied, all children seeking a place will be admitted.
2. Where there are too few places available (see footnote 1) to satisfy all preferences, places will be allocated according to the following priority order:-
 - i) A "Child in Care" or who was "previously a Child in Care" (see footnote 2)
 - ii) Children who the authority accepts have an exceptional medical or social need and where there is a need for a place at one specific school (see footnote 3).
 - iii) Children living within the school's catchment area who will have a sibling(s) attending the school at the time of admission. (see footnote 4)
 - iv) Children living within the school's catchment area.
 - v) Children living outside the school's catchment area who will have a sibling(s) attending the school at the time of admission. (see footnote 4)
 - vi) Children living outside the school's catchment area and whose parents wish them to attend a CE Voluntary Controlled school on denominational grounds. (see footnote 5)
 - vii) Children of staff with at least two years continuous service at the school or who have been recruited to a vacancy to meet a demonstrable skills shortage as at the date of application (in year) or relevant closing date under the LA co-ordinated scheme (normal year of entry) and who still intend to be employed at the school at the time of the child's admission. (see footnote 6 & 7)
 - viii) All other children living outside the school's catchment area.



3. If oversubscribed within any of the priority order categories above, places will be allocated on the basis of the shortest straight line measurement using a geographical information based system which identifies an Easting and Northing for the home address and the school and calculates the distance between the two locations. NB. School transport is based on walking and driven distances.
4. In the event that the LA is unable to distinguish between applications despite applying the priority categories above, lots will be drawn by an independent (of the LA) person to determine the final place(s).
5. Where applications are received from families with multiple birth siblings and by adhering to PAN these siblings could not be offered the same school, the admission number will be exceeded to accommodate the multiple birth siblings. This is not an indication that schools can exceed the admission number other than under these exceptional circumstances.

Footnotes

1. The places are defined as the published admission number for year group 12.
2. A "Child in Care" means any child who is in the care of a local authority in accordance with Section 22 (1) of the Children Act 1989. A child who was "previously a Child in Care" means a child who after being Looked After became subject to an Adoption Order under Section 46 of the Adoption and Children Act 2002, a Residence Order under Section 8 of the Children Act 1989 or Special Guardianship Order under Section 14A of the Children Act 1989.
3. Applications will only be considered under this category if there is evidence provided such as a Child Protection Order, Children in Need document or a written statement from a doctor, social worker or other relevant independent professional. The information must confirm the exceptional medical or social need and demonstrate how the specified school is the only school that can meet the defined needs of the child. The local authority is all inclusive and will meet all legislative requirements to accommodate children within their educational setting as appropriate to their need.
4. The term 'sibling' means full brother or sister, half or step brother or sister, adoptive brother or sister and other non-blood related children who live with married or cohabiting parents in the same household and relates to all year groups provided by the school.
5. In order to qualify for consideration under this category, parents/guardians will need to show that at least one adult family member and the child to whom the application relates to have been attending their local church at least once a month for a minimum of a year prior to the closing date for applications. The



- application must also be supported by a written statement from the vicar/priest/minister or leader of the church confirming this.
6. The term children includes full, half, step, adopted and those non-blood related but resident through marriage, civil partnerships or single family co-habitation arrangements at the time of application or deadline.
 7. Staff are all Dorset County Council employed teaching and support staff at the preferred school. 'Children of staff' refers to situations where the staff member is the natural parent, the legal guardian or a resident step parent. If applicants wish to be considered under this criterion then a letter from the Headteacher confirming the above applies to the applicant must be provided at the time of application.

Failure to provide sufficient evidence will result in the application being processed against the next highest criteria.

All policies and the Parents' Guide which provides further information and clarification are all available at www.dorsetforyou.com/schooladmissions.

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Dorset Maintained Nursery Units Policy 2019-2020

This Admissions Policy applies to the following schools that have maintained nursery units attached to the schools:

- Christchurch, Somerford Primary School
- Weymouth, Bincombe Valley Primary School
- Weymouth, Holy Trinity CE VC Primary School
- Weymouth, Wyke Regis Infant School

The maximum number of children that can be admitted is determined by the individual nursery with regard to staffing and square footage in accordance with national guidance. Admissions are administered by each individual nursery unit. Applications should be submitted by the adult who has parental responsibility for the child (see footnote 1).

Admission to a Nursery Unit does not guarantee admission to the attached school. A separate application must be made for transfer from the Nursery Unit to the School which will be considered in accordance with the LA's admissions policy for community and voluntary controlled schools.

- (1) Where all parental preference applications for places at the Nursery Unit can be satisfied all children seeking a place will be admitted.
- (2) Where there are too few places available to satisfy all parental preference applications (as measured against the maximum limit identified above), places will be allocated according to the following priority order:
 - i) A "Child in Care" or who was "previously a "Child in Care" (see footnote 2).
 - ii) Children who the authority accepts have an exceptional medical or social need and where there is a need for a nursery place at one specific nursery (see footnote 3).
 - iii.) Children living within the attached school's catchment area who will have a sibling(s) attending the Nursery Unit at the time of application and admission (see footnote 4, 5).
 - v.) Children living within the attached school's catchment area (see footnote 4).
 - vi.) Children living outside the attached school's catchment area and who will have a sibling(s) attending the Nursery Unit at the time of admission (see footnote 5).



- vii.) Children of staff with at least two years continuous service at the Nursery Unit or who have been recruited to a vacancy to meet a demonstrable skills shortage as at the date of application and who still intend to be employed at the Nursery Unit at the time of the child's admission (see footnote 6).
- viii.) All other children living outside the attached school's catchment area.
- (3) Where there are too few places available to satisfy preferences expressed within any of the priority order categories set out above, places will be allocated on the basis of the child's closeness to the preferred Nursery Unit (defined by straight line measurement using a geographical information based system which identifies the straight line distance between the home address and the school from an easting and northing for the two locations).
- (4) In the event that the Governing Body is unable to distinguish between applications despite applying the criteria set out above, lots will be drawn by an independent person (of the Governing Body) to determine the final place(s).

Footnotes

1. Should more than one adult have parental responsibility, only one application will be considered. Unless a court order rules otherwise, the application must be made by the parent who has day to day care of the child for the majority of the school days/weeks. Where this is unclear, disputed, or care is split equally and there is no agreement between the parents, the application considered will be that made by the parent at the address identified on the child's registered General Practitioner (GP) record. If separated parents reside at the same address, they should reach agreement or, if not possible, obtain a Court Order to clarify the preferences before an application can be considered by the Local Authority.
2. A "Child in Care" means any child who is in the care of a local authority in accordance with Section 22 (1) of the Children Act 1989. A child who was "previously a Child in Care" means a child who after being Looked After became subject to an Adoption Order under Section 46 of the Adoption and Children Act 2002, a Residence Order under Section 8 of the Children Act 1989 or Special Guardianship Order under Section 14A of the Children Act 1989.
3. Applications will only be considered under this category if there is evidence provided such as a Child Protection Order, Children in Need document or a written statement from a doctor, social worker or other relevant independent professional. The information must confirm the exceptional medical or social need and demonstrate how the specified nursery is the only nursery that can meet the defined needs of the child. The local authority is all inclusive and will meet all legislative requirements to accommodate children within their educational setting as appropriate to their need.



4. The school's catchment area is a geographical area defined by the LA. Details are held by the school.
5. The term "sibling" means full brother or sister, stepbrother or sister, adoptive brother or sister and non-blood related children who live with married, single cohabiting parents in the same household.
6. Staff are all Dorset County Council employed staff at the preferred nursery school. 'Children of staff' refers to situations where the staff member is the natural parent, the legal guardian or a resident step parent. If applicants wish to be considered under this criterion then a letter from the nursery must be provided at the time of application.

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HOME TO SCHOOL TRANSPORT ASSISTANCE

ELIGIBILITY POLICY FOR CHILDREN AND YOUNG

PEOPLE ATTENDING SCHOOL

2018-2019



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1. Guidelines for Eligibility/Non Eligibility to Transport

1.1 Children of Statutory School Age

The Education & Inspections Act 2006 (Section 508B) requires local authorities to ensure that suitable travel arrangements for "eligible children" in their area are made to facilitate their attendance at "qualifying schools".

1.1.1. Eligible Children & Young People

The terms "eligible children" and "qualifying schools" relate to the age of the child, the school which the child attends (including cross border schools) and the distance between the child's home address and the school measured by the shortest available walking route (which may include rights of way). Walking routes are from where the property meets the adopted road to the nearest available entrance to school grounds as measured using the Dorset GIS system. This GIS system measures the distance from home to school according to the shortest available walking routes available. The term "parent" relates to any person responsible for the child. Transport entitlement (free provision) is provided to the end of the respective educational year in the following cases:

- (i) if the child is in Reception Year to Year 4 (aged between 4 & 9) and lives two miles or more from the catchment area or nearest school;
- (ii) if the child is in Year 5 to Year 11 (aged between 9 & 16) and lives three miles or more from the catchment area or nearest school.

1.1.2. **Catchment/nearest school or 'nearest suitable school with places available considering efficient use of resources'.**

Your postal address will define your catchment school. If another school is the 'nearest', this may also qualify for transport entitlement. These schools may be Community, Voluntary Controlled, Voluntary Aided, Foundation/Trust, Academy or a Free School. If you are applying to a school on denominational grounds, you should refer to section 1.1.14 of this policy.

Eligible transport is currently provided to the nearest, nearest catchment or catchment area school where the child meets the qualifying criteria. Whilst these agreed areas remain unaltered, schools will continue to have eligible transport provided by the LA. However, if any school* (including where this affects a relevant pyramid or network area) chooses to alter their catchment area or admissions policy, they will need to consult on their arrangements with the LA, as the LA is only legally required to provide transport to the nearest appropriate school. If schools change their arrangements, it will be their responsibility to inform parents.



*This refers to all types of schooling including maintained schools, voluntary controlled (VC), voluntary aided (VA), trusts, academies and free schools (Studio Schools and University Technical Colleges included).

If the catchment and nearest school do not have places available you may be offered transport to the 'nearest suitable school with places available considering efficient use of resources' – this will be decided by identifying the transport options, routes and timings (see section 1.6.6). You will need to contact the admissions team to find out which school in the area would qualify under this category.

'Nearest School' is assessed on the basis of a straight-line distance between the home address and the school using the Dorset GIS system, using the Eastings and Northings for each location.

Children who are subject to an Education Health & Care Plan will only be eligible for transport if they fulfil criteria in 1.1.1 and 1.1.4 and:

- they are attending their catchment or nearest mainstream school; or
- they are attending the closest appropriate base provision; or
- they are attending their closest appropriate Special School.

Having a school named on an EHCP or Statement of Special Education Need does not automatically make that child or young person eligible for free transport to that education setting.

1.1.3. Area Specific Rules

In the case of Gillingham, Blandford, Verwood, Christchurch and Weymouth, where there are joint primary catchments, entitled transport will only be provided to the nearest catchment school and the child is eligible within the terms of 1.1.1. or 1.1.4

In the case of the Parkfield School in Hurn and the Dorset Studio School on the Kingston Maurward Campus, a young person will be entitled to free transport if these schools are your **nearest** school and you are eligible within the terms of 1.1.1. or 1.1.4.

In the case of the Swanage School, the Local Authority will recognise a catchment area that is consistent with the size of the combined local primary schools' yearly cohort capacity and with the PAN of the Swanage School. The transport priority (catchment area) for determining eligibility for transport will be the catchment areas of Swanage Primary School, St. Mark's CE VA Primary School (Swanage) and St. Georges Langton Matravers Primary School. Children and young people who are outside of this transport priority area may still be eligible for transport support under nearest school grounds (see 1.1.2), or 'one of the three nearest schools' criteria (see 1.1.4). This catchment will remain a joint



catchment with that of the Purbeck School and young people will continue to be entitled to transport to the Purbeck School subject to criteria in 1.1.1 and 1.1.4.

1.1.4. Additional Criteria

Additional criteria apply to children from low income families. If families are in receipt of *Maximum Working Tax Credit*, or the child is entitled to *Free School Meals*, transport entitlement will be provided;

- in the case of children in Year 5 and 6 (aged 9 – 11) – to their catchment area or nearest school where the distance between home and the school is more than two miles (shortest available walking route),
- in the case of children in Year 7 to Year 11 (aged 11 -16) - to one of their three nearest qualifying schools (which includes schools in neighbouring authorities) with places available at the time of the original application by the parent, where the distance between home and the school is more than two miles (shortest available walking route) and less than six miles (shortest available driven route).

Children who are for any reason being educated outside their normal year group will have their transport entitlement assessed according to the year group which they are in.

Parents and guardians will only be sent a pass when they have confirmed that they wish to accept the transport provision offered. Those parents and guardians who do not take up the offer of a pass at the beginning of the academic year, may still apply, at any time, for a pass if their personal circumstances change. In some instances, the most appropriate transport may be a public bus route for which a season ticket will be provided. In some instances it may be more cost effective for parents to buy the ticket direct from the bus operator. Where this is the case, parents will be asked to purchase the ticket and a refund will be provided. Dorset Travel will endeavour to give the refund as soon as possible.

1.1.5. Universal Credit

There is no statutory duty on Local Authorities to consider receipt of Universal Credit itself in determining eligibility for Extended Rights to Home to School Transport under section 1.1.4.

However, currently, pupils in households that receive any level of Universal Credit are eligible for free school meals and it is this eligibility for free school meals specifically that entitles them to extended rights to free home to school transport under section 1.1.4

A parent who transfers from Maximum Working Tax Credit onto Universal Credit, they will retain eligibility for extended rights (subject to distance criteria, etc in section 1.1.1) as they will automatically become entitled to Free School Meals subject to a family registering their entitlement through Dorset County Council.



Eligibility under Universal Credit will be reviewed as and when there is further Guidance from the Department for Education.

1.1.6. Parental Preference:

If a child is attending a school on "parental preference" grounds i.e. the school applied for is not the catchment/nearest school (or one of the three nearest eligible schools in the case of 1.1.4 above) there is no duty for the Local Authority (LA) to provide transport and the families are responsible for their own arrangements.

If a child or young person on an Education Health & Care Plan attends a mainstream school other than their catchment or nearest due to parental preference having that school named on their EHCP, the family will not be eligible for free transport.

1.1.7. Year Group Full Transport:

If families apply '**on time**' for the Normal Year of Entry to a School for their catchment school (or in the case where there is no catchment school the nearest school) and are refused due to oversubscription (referred to as 'year group full') transport entitlement may be provided to the nearest suitable school with places available considering efficient use of resources subject to the age/distance criteria set out in paragraph 1.1.1. A school would only be considered unsuitable if there was a physical reason that the child could not attend. Reasons for this include a boy attending a girl's school, secondary aged child attending a primary school or a private school to which we do not provide transport. Where an application in the normal year of entry is late, though the application could have been made on time, and an alternative school has to be provided on year group full grounds, then transport provision will remain the responsibility of the parent.

A child who has attended an alternative school **nominated by the LA** (due to year group full or other such reason) will only be entitled to continued transport support at age of transfer to that pyramid's receiver school if the child's catchment area school does not operate the same age of transfer or they would not have been able to offer a place.

The LA has a duty to offer an alternative school place if unable to offer a preferred/catchment or nearest school. Transport will not be provided to the alternative Dorset school if there is a closer school in a neighbouring authority which is under the qualifying distance. In this case parents will be informed of the space/s available in closer neighbouring school(s).



If one child in a family is eligible for transport entitlement to a specific school, other than the catchment/nearest, and remains on roll, transport support will normally be provided for all other children from the same family unit to attend that same school (until the standard age of transfer or a change in circumstance).

1.1.8. Moving House:

Parents are advised to check availability of school places before moving house, as there are no guarantees places will be available at the new catchment or nearest school. Unless nearer schools do not have places available in the relevant year group, any request for a child to remain at the existing school upon a house move will be considered as parental preference and, therefore, families will be responsible for making their own transport arrangements.

Transport support provided on exceptional grounds will normally cease if a family move to an area served by a school with places available in the relevant year group.

The LA will not provide transport support for children who have been displaced from their home because of family related issues (e.g. family disagreements).

1.1.9. Temporary Housing:

Occasionally, families have to move involuntarily from their established home address to alternative accommodation on a temporary basis. Transport support to a child's existing school may be considered for a maximum period of two school terms when a family has had to be temporarily re-housed.

Agreement to transport support will depend upon the location of the temporary housing, the age/distance criteria, the basis of the original application (i.e. was the place secured on in-area or parental preference grounds), the cost of transport and satisfactory reasons for the loss of the registered accommodation. Transport support from the temporary address will cease at the end of the two school terms period (unless the cost of providing transport support to an alternative school is greater) or upon a return to the original property or permanent re-housing, whichever comes first.

The Authority will not provide transport support to those families whose main residence is located in another authority's area but who have to move to a Dorset based location on a temporary basis (it is assumed that the 'home' authority will meet transport support needs if proven).



1.1.10. Changing School for other reasons:

Applications for transport support following a parents' decision to change schools (whether or not the decision is supported/encouraged by the existing or receiving school) will not be approved unless the school they transfer to is the catchment/nearest school and/or all avenues of support at the current school have been pursued and the move is supported by the Alternative Provision Team or the School Attendance Team or other professional where the request for support may be considered.

1.1.11. Year 11

If a family moves house when a child is in Year 11, transport support may be provided if it is sought to enable the child to remain at the existing school, if the following circumstances apply;

- The existing school remains the catchment area/nearest (subject to age/distance criteria) or the most appropriate alternative school with places available;
- Where exceptional circumstances apply, unavoidable reasons for move or the school(s) that serves the area where the new property is located is/are inappropriate.

1.1.12. Special Educational Needs, Disability & Medical Needs

Children and young people who as a result of their Special Education Need, Disability or Medical need who do not qualify on the distance criteria but, because they are unable to walk to school even if they are accompanied by an adult, may be eligible for travel assistance.

Supporting evidence through a Professional Assessment will always be necessary. Family circumstances will also be taken into account, however an employment commitment is not in itself a reason to approve transport support.

When a child has a need or disability that would prevent them from making the usual type of accompanied journey made by other children of his/her age additional travel assistance may be provided. The conditions that may give rise to such assistance may include:

- Long term severely restricted mobility – for example, circumstances requiring the daily use of significant physical aids such as a wheelchair.
- Long term medical condition resulting in severely restricted mobility due to pain and/or extreme tiredness - for example, juvenile arthritis.
- Long term medical condition resulting in restrictive mobility leading to serious health and safety risks - for example, epilepsy or life threatening heart defects.
- A sensory impairment resulting in severely restricted mobility - for example, where a child is effectively without the use of sight.



- A child has a disability leading to significant social, and / or emotional immaturity in comparison with other children of his / her age. This may mean a child's behaviour leaves them extremely vulnerable in social settings – for example, a child with Asperger's Syndrome who has very little awareness of personal danger
- A child with severe learning difficulties who has an inability to manage the complexity of the process with safety or demonstrates constant challenging behaviour suggesting that this child cannot make an accompanied journey.

All professional assessments have to be in the form of a written statement from a relevant Medical Professional who is treating the young person.

Transport provision in very limited circumstances may operate to suit a reduced timetable and professional advice and evidence would be needed to support this.

If your child has a statement or Education, Health and Care Plan (EHCP), please contact your SEN planning coordinator who will be able to discuss how you can get your child to school and whether any assistance can be given. If your child does not have a statement or EHCP, please apply on an application via <https://www.dorsetforyou.gov.uk/free-transport-entitlement>.

There is no guarantee that siblings of a child with transport provided on these grounds will be entitled to transport. Applications for siblings to travel with the entitled child should be made in the usual way. If the sibling is not entitled but receives a surplus seat place on the same vehicle, please note that this transport will not automatically continue after the transport requirements for the child with the additional needs leaves, or run if this child is ill or excluded from school.

If a child is attending school on parental preference grounds, transport support will not be provided even if the school is named on the EHCP or Statement of Special Educational Need.

1.1.13. Young Carers:

Children who are registered carers and who receive transport support may be considered for alternative methods of transport if the normal arrangements require the child to be away from home for an unreasonable length of time. (Support from Young Carers Association and health care professionals would be required.)

1.1.14. Exceptional Circumstances:

There may be exceptions to the general criteria set out above and these are considered on a case by case basis.



If a family has been identified by a Family Partnership Zone as requiring transport support in order to support their needs, it must be confirmed via the Locality Manager to the Dorset Travel team identifying the reasons and any relevant time scale. Where a place could be offered in the catchment or a nearer school and there would be no cost, the alternative transport should only be considered on a temporary basis for a maximum of a year. In all cases there will be at least termly reviews.

The Family Partnership Zone will liaise directly with Dorset Travel to commission transport under exceptional circumstances.

Transport support may be considered where a temporary, part time timetable is agreed due to medical needs or reintegration programme. Evidence and the views of professionals would be required to support such cases.

1.1.15. Transport provided on Religious or Belief Grounds - Secondary Year 7 – Year 11 (Aged 11 – 16)

It is important to note that a parent will need to satisfy the LA of the genuine nature of the religious and or/philosophical belief. Providing evidence of any religion or belief lies with the child's parent/parents.

Examples of acceptable evidence are:

- a. The provision of baptismal certificate
- b. A statement of atheism
- c. A statement of adherence to a particular faith
- d. A letter of support from a priest or equivalent religious leader stating that the child belongs to a particular congregation.

Normally two pieces of evidence will be required. Evidence may be checked with the school.

Children, whose families are in receipt of Maximum Working Tax Credit, or the child is entitled to Free School Meals are entitled to free transport to the nearest denominational secondary school, if the distance is between:

- 2 miles shortest available walking route and 15 miles shortest available driven route.

Parents and guardians will only be sent a denominational pass when they have confirmed that they wish to accept the transport provision offered. Those parents and guardians who do not take up the offer of a pass at the beginning of the academic year, may still apply at any time for a pass, if their personal circumstances change.



1.1.16. Changes to Denominational Transport - 2012

It is important to note that the LA will take into account the financial consequences of any applications for assistance on religious or belief grounds. The setting up of new coach services or taxi routes or specifically continuing them when they could be discontinued in order to accommodate new travellers would normally fall within the definition of 'unreasonable public expenditure'. However, where there are spare seats on already existing home to school transport routes, the LA will be able to consider applications for places under the surplus seat transport scheme. Any applications on religion or belief grounds which would result in 'unreasonable public expenditure' will be refused.

1.2 Children of Non-Statutory School Age (including Post 16)

1.2.1 Transport for Children attending Pre-School Settings

Transport is not provided for children attending pre-school settings, nurseries, playgroups etc. It is the responsibility of families to make their own transport arrangements. However, if places are available on school transport vehicles, families can apply for a place through the surplus seat travel scheme.

1.2.2 Post 16 Transport Provision

The Education and Skills Act 2008, states that young people are required to stay in education, training or enter employment until they are 18.

When making decisions about which course, school or college to attend parents/students must consider:

- the different modes of transport available
- the timings for arrival and departure
- how much it will cost.

There is no automatic entitlement to free home to school or college transport once a student is over 16 even if free transport has been provided in the past.

Dorset County Council is committed to supporting Young People in accessing Post 16 education and training and we advise that Home to School Transport Policy is read in conjunction with the Post 16 Transport Support Policy 2018 – 2019.

Those attending Post 16 education placements can apply for a place under the Surplus Seat travel Scheme – see Section 1.3.



1.3 Surplus Seat Travel Scheme (SSTS)

1.3.1 Availability

Spare seats that are available on any of the County Council's (LA) contract routes (excluding local public services and One School One Operator Routes) can be used by children who are not entitled to free transport. Details of routes are available <https://www.dorsetforyou.gov.uk/surplus-seat-travel-scheme>

Surplus seats are allocated under the following terms and conditions:

The surplus seat travel scheme is only applicable on Dorset County Council contract vehicles where spare spaces are available. This scheme does not apply to public service routes or where operators have commissioned additional vehicles to meet the demand.

Where a single operator has been identified for a specific school, families or young people will need to contact that service provider to secure a bus pass on services to that school. Further details of the operators on these **One School One Operator (OSOO)** Routes are available on <https://www.dorsetforyou.gov.uk/school-bus-routes>

1.3.2 SSTS Charges

These costs only apply to passes on buses provided directly by Dorset County Council. Schedule of costs on the One School One Operator routes are available through the relevant operator.

An annual charge is levied which will apply to all SSTS users irrespective of whether they have siblings already using a surplus seat. The price for a surplus seat for 2018-2019 will be £770. This is reviewed annually. Payment can be made in instalments.

Where seats are provided by DCC directly, the seats may be withdrawn at short notice under the following circumstances:

1. Seats are required for children who are entitled to free transport (proportional refund will be given).
 - If re-tendering or re-planning reduces the number of surplus seats.
 - If payment is not received or parents fail to meet their direct debit payments the pass will be withdrawn and any future passes will only be issued if payment is received in full in advance.
 - If the behaviour of the ticket holder affects the safety of the vehicle and/or its passengers.
 - If the transport policy is changed.
 - If the route ceases to be required for the conveyance of entitled passengers.



- Where passes are not being used (or are being abused) Dorset Travel reserves the right to withdraw the pass and offer the seat to another SSTS passenger.
- 2. The bus or taxi may only stop at listed pickups, details of which can be obtained from the Dorset Travel team. Requests for a new stop must be made in writing to Dorset Travel. No diversion of route can be made for a SSTS passenger.
- 3. Applications are made annually.
- 4. Existing holders of surplus seats will be contacted to check whether their circumstances have changed and whether a seat is still required for the following academic year.
- 5. If no entitled pupils require the transport (e.g. staff training days or other school closures), the bus will not run.
- 6. Students should not attempt to travel unless authorised to do so.
- 7. The price for a surplus seat under this scheme is £770 per year irrespective of use, as partial use (e.g. one way journeys or irregular attendance during study leave) makes the seat unavailable for others.

1.3.3 Priority for the allocation of surplus seats on DCC routes (Not applicable to OSOO routes):

Applications to purchase a surplus seat must be made online prior to the academic year for which the seat is required. Though DCC will endeavour to confirm the allocation of surplus seats as soon as possible, a surplus seat allocation may not be finalised until after the October half term once all entitled children have been placed on routes. The information on the forms will be assessed after which, any surplus seats will be allocated in the following priority:

- (i) Children and Young People who are in any of the following categories which significantly impacts on their ability to travel to school independently, but do not qualify for 'transport entitlement':
 - A Child in Care or previously in care,
 - Special Educational Needs (those with a statement or Education, Health and Care Plan);
 - Registered Disability;
 - medical condition (supporting evidence from the school and/or appropriate Medical Officer will always be necessary);
 - Young Carer;
 - Vulnerable or living with a parent registered as disabled
- (ii) Children and Young People who are attending their catchment school or for whom the school is the nearest appropriate school (including 'year group full' placements), but do not qualify for 'transport entitlement'.



- (iii) Children and Young People whose parents applied for the school on 'parental preference' and are in receipt of Maximum Working Tax Credit, or the child is entitled to Free School Meals and so do not qualify for 'transport entitlement'.
- (iv) Children and Young People whose parents applied for the school on 'parental preference' and so do not qualify for 'transport entitlement'.

If there are insufficient places within any of the above criteria, those who travel the furthest distance (shortest available walking route) will be given priority

Applications received during the academic year will be offered a seat if available or placed on the waiting list.

1.4 Out of School Activities/Work Experience

The LA will provide transport support to/from the allocated school only at the beginning and end of the normal school day. Families are responsible for meeting the transport needs of children involved in work experience programmes and attending before school activities such as breakfast clubs and after school activities, i.e. sports clubs etc. Only where a child is travelling individually may it be possible to alter the transport times and these would need to be made in advance with the agreement of all parties and at no additional cost.

1.4.1 Extended schools

The LA is not responsible for meeting the transport needs of children attending before school activities such as breakfast clubs and after school activities, i.e. sports clubs etc. Only where a child is travelling individually may it be possible to alter the transport times and these would need to be made in advance with the agreement of all parties and at no additional cost. The school may be able to arrange with the LA to amend transport times/routes to improve access to before/ after school activities.

1.4.2 Childcare Arrangements

The LA would provide transport support to/from the allocated school only at the beginning and end of the normal school day to a nominated stop relevant to the home address. If surplus spaces are available, and a childcare provider is on an established route, children may use school transport to transfer to/from the provider at the beginning/end of the school day by arrangement under the terms of 1.3.2 and 1.3.3 above.



1.5 Examples of When Transport Support Would Not Be Provided:

1.5.1 Exceptions

Notwithstanding exceptional circumstances, the following list contains details of cases not referred to above when mainstream and SEN transport support would not normally be provided and where families would be expected to make their own arrangements;

- To accommodate breakfast/after school clubs
- Trips and Journeys during the school day and /or which are in the curriculum
- To or from a venue that is not your normal home address, for example the address of a childcare provider or a short break placement. (unless there is a legal order in place or a statutory care plan agreed by the local authority)
- If your child is unwell and has to be collected from school during a school day
- If your child is excluded during a school day
- Medical appointments or other approved activities which affect the start or end of and during the school day,
- When a child has missed the contracted transport,
- Transitional/integration placements in schools/colleges,
- Attendance at work experience programmes,
- To/from childcare addresses where they are not on an established route,
- To fall in line with childcare arrangements where they are off recognised transport routes,
- Children withdrawn from school by their family and placed in an alternative education setting,
- Other family members travelling in the same direction,
- To support working arrangements for parents and/or children.
- Where higher rate Disability Living Allowance (DLA) for Mobility, has been issued for the benefit of the child for whom travel assistance is being requested. This will be done on a case by case basis and in discussion with parents

1.6 Points of Clarification

It is ultimately the responsibility of families to seek out information about schools and transport provision/arrangements. Lack of awareness is not a reason to provide transport support, if the case does meet the criteria identified in this policy.

A school place can only be based on one address -the home address (identified by the recipient of Child Benefit). However, where a child has split residency, transport support



will be provided from the nominated home address, subject to meeting the criteria for transport support to be provided as identified above. Where this is unclear, disputed, or care is split equally and there is no agreement between the parents, the application considered will be that made by the parent at the address identified on the child's registered General Practitioner (GP) record.

1.6.1 Decisions Made in Error

Where an application for transport support is approved in error, the LA will withdraw the provision as follows;

- Where the child is in Year 11 – on completion of the academic year,
- Where the transport support has not yet commenced immediately on discovery of the error,
- In all other cases, at the end of the half-term in which the error has been found.

Where possible a surplus seat could be offered where available in such circumstances where free transport is withdrawn.

1.6.2 Cost

This policy regularly makes reference to efficient use of resources. Where a child is entitled to transport support then the Authority will meet those requirements. However, having regard to all other factors, the Authority will offer the most cost effective solution on a case by case basis and will not authorise alternative transport provision should the family of an entitled child reject the type of transport support being offered. Dorset Travel is responsible for the assessment and provision of transport support considering best use of resources. The Authority will not contribute the costs of the approved transport provision to a proposed alternative.

Transport support under exceptional circumstances will only be considered if the cost does not exceed £35 per child per day and other factors covered by this policy have also be taken into account (in exceptional circumstances, this amount may need to be exceeded for example where infant class size legislation must be considered). Applicants have the right of appeal against any decision to refuse transport support. This also applies where cost is the only factor which results in a decision to reject transport support.

Where a contract vehicle bus pass is provided but lost there will be a charge levied for the administration of replacement of the pass, of £15 for the first loss of the pass followed by payments of £25 for any loss at any time thereafter, subject to regular review. If the pass is provided directly by the bus company charges may differ.

Where transport is agreed either through School Admissions, SEN, Transport Appeal or on the basis of a Safety Audit, the Local Authority will be liable for the cost from 2 weeks from



when the authorisation is confirmed with the parent, the date of the appeal hearing or road safety audit, whichever occurs earliest. Any costs previously incurred by the parent will not be subject to a refund. Families experiencing financial hardship should refer to the Transport Appeal process.

1.6.3 Measurement of Routes

To ensure consistency all transport is considered using routes measured from the LA Geographical system which are a final result of the measurement. Other measurements from outside systems will not be considered.

The system follows the shortest, safest, practicable walking route. This is assessed using roads, pavements, footpaths, bridleways as appropriate and from an appropriate point from the home to the nearest approved access to the school. The GIS maps follows information provided by Ordnance Survey and represents the position at the beginning of the Annual admission cycle i.e. September in the year prior to admission. Any footpaths or roads added after this time will not be taken into consideration until the following September. A map showing the route measured can be provided on request.

1.6.4 Safety of the Route between Home and School

Applicants may submit a request for an audit on the safety of a route between home and school. The criteria ruling all road safety assessments are taken from national guidance. If a route is deemed unsafe for a child to walk accompanied by an adult, that route will be disregarded. A separate policy and procedure is available on <https://www.dorsetforyou.gov.uk/school-transport>

2. Transport Arrangements

2.1 Methods of Transport

Upon determination of transport entitlement Dorset Travel and the SEN Travel Team will normally decide the most appropriate means of transporting children to and from school. Methods of transport used will be the most cost efficient and could involve:

- PTB's – Personal Travel Budgets (only applicable to children and young people with an Education, Health and Care Plan or Statement of Special Educational Needs).
- Public Bus Service (local bus networks will be supported where appropriate)
- Contract Bus/County Council Fleet
- Mini Bus



- Taxi
- Train
- Vehicle used by other County Council directorates
- Fuel contribution, if it is shown to be a cost effective solution (Families should be prepared to use their own vehicle where there are no suitable or appropriate alternative arrangements in place). The rate paid to families, is for the shortest available driven route only (13p per mile x return journey/s)

Whilst Dorset Travel endeavour to ensure continuity for the children they cannot guarantee that the same driver will be provided for the vehicle for the duration of a particular child's need for transport.

Passenger Assistants are not provided. In exceptional cases a Passenger Assistant may be commissioned should the SEND suggest that unaccompanied travel in a vehicle would put the child, the driver or other road users at risk or there is a specific medical reason that a Passenger Assistant is required to safeguard the child during the journey. All professional assessments have to be in the form of a written statement from a relevant Medical Professional who is treating the young person.

Where a passenger assistant is provided for an individual child on shared transport, that PA will only be responsible for that child. The safe boarding and exiting of the vehicle for other children will be the responsibility of the parent at the pickup/drop-off point.

2.2 Journey Times

The maximum journey times are from 'gate to gate' ('Home' to 'Gate' for travelling to and from school following Government Guidelines are as follows;

- The maximum each way length of journey for a child of primary school age is 45 minutes
- The maximum each way length of journey for a child of secondary school age is 75 minutes

'Gate to gate' represents where the property meets public paths and roads. For those families living on islands in Poole Harbour, this will be an appropriate point on the mainland.

Most schools have staff on duty to receive/hand over children 10-15 minutes before and after the school day and it is expected that school transport will arrive/depart within that time frame. Where this is not possible special arrangements will need to be made. It is recommended that children arrive at their stop 10 minutes before the departure time.



2.3 Pickup and Drop off Points

Every effort is made for children to be collected and dropped at a point close to their home. However, some pupils may have to walk a reasonable distance to and from their home/school to meet the vehicle. Where this is not possible the LA may arrange transport to and from the pick-up/drop off points if;

- A primary aged (4 – 11) child lives more than 0.75 miles from the nearest point,
- A secondary aged (11 – 16) child lives more than 1 mile from the nearest point.

Parents and children are responsible for being at the pick-up point in good time to access the service.

Parents are responsible for their children's safety in getting to and from the notified pick up/drop off points (including awaiting or leaving transport) or to and from the vehicle, if they are picked up at home. Younger children should be accompanied and parents must ensure that they carry their bus passes (if applicable).

2.4 Accompanied Children

Bus Passes may be made available for adults who wish to accompany their children to and from school on local public bus services. This applies only to primary aged children, i.e. up to the end of Year 6. Bus Passes are not made available for adults who want to accompany secondary age children to school. Transport support is not available for adults if their children (of any age) use LA contract vehicles (Bus/Taxi). Bus passes for parents accompanying Primary School Children (up to end of Year 6) will be restricted to Home to School return journeys on school days only, term time only.

2.5 Personal Luggage

Dependent on the capacity of the vehicle it may not be possible to carry large amounts of personal luggage for individuals. The driver reserves the right to refuse to carry excessive luggage or personal belongings.



3. Advice on Health, Safety and Behaviour on Vehicles

3.1 Advice for Parents

3.1.1 Safety Belts

If seatbelts are fitted, then they **MUST** be worn. Persistent lack of use in a vehicle that has belts fitted could result in transport being withdrawn.

3.1.2 Behaviour

Schools have a key role in ensuring that pupils behave in an acceptable manner whilst travelling to and from school on transport arranged and organised by the LA. Unacceptable behaviour by pupils whilst travelling should be dealt with initially by the school as part of their discipline policy.

Families and schools are expected to take whatever steps are necessary to ensure appropriate behaviour on LA provided transport and to take necessary action when incidents of unacceptable behaviour are reported and that endangers others will not be tolerated. Parents will be responsible for the cost of any wilful damage to the vehicle or property of other passengers caused by their child.

Schools have a legal right to impose reasonable sanctions if a pupil misbehaves and incidents of serious or persistent indiscipline can lead to transport support being suspended. Parents will be informed in writing of any such incidents by the Dorset Travel outlining any action to be taken. In such cases it will be the responsibility of parents to ensure that their child attends school.

3.1.2 Medication

The LA will not normally be responsible for administering medication to children whilst using LA arranged transport to and from school. However, should a specific medical need arise, guidance would be sought from the Senior Advisor for Physical and Medical Needs.

3.1.4 Passenger Assistants

Passenger Assistants are not provided on transport unless there are exceptional circumstances for doing so. If a child has a significant, disability, medical or special educational need, and cannot travel on their own, a transport request may be submitted. The Local Authority will consider information from the school and the appropriate health professionals and recommend whether or not a passenger assistant should be provided.



If your child has a Statement or Education, Health and Care Plan (EHCP), please contact your SEN planning coordinator who will be able to discuss how you can get your child to school and whether any assistance can be given. If your child does not have a statement or EHCP, please apply on an application via <https://www.dorsetforyou.gov.uk/free-transport-entitlement>.

3.2 Advice for Children & Young People

All students should behave in a way that is respectful of other transport users.

Students must not play at the bus stop, go near the bus wheels, go near the bus until it stops, cross the road in front of the bus or eat or drink on the bus. When children are on the bus they should always stay in their seat with the seat belt on (if provided). Students must not distract the driver.

Children must not wilfully damage or abuse the vehicle in any way. If this happens, parents will be sent the bill for the repairs.

Children who misbehave on the bus can be disciplined by the school or reported to the LA and can be banned from using the bus.

4. Transport Provision Relating to Reorganisations and Other Admissions Related Protocols

4.1 School Reorganisations/Catchment Area Changes

Area or individual school reorganisations may involve displacing children from one school or site to another. In such circumstances, transport entitlement for children whose education has been disrupted will be continued or introduced for a period of three years after the date of implementation. In addition, the minimum distance at which transport entitlement will be provided will be determined on a case by case basis by the Director of Children's Services after consultation with the Cabinet Member for Children's Services.

On occasion the LA may decide to change a school's catchment area. As a result families may find that the area in which they live is served by a different school. In such cases children who attend the 'previous' catchment area school and receive transport support will continue to receive that support to that school for a period of up to six years following the date of implementation.



4.2 Children in Care

Admission authorities are required to give Children in Care (CiC) the highest priority and agree which school best meets the child's needs and also act in the best interests of the child. In accordance with the normal admission allocations process, transport entitlement arrangements for CiC will be the same as for all other children.

Transport support for in year applications may be considered in accordance with the following principles;

- Successful applications for catchment/nearest/parental preference schools will reflect the arrangements that apply to all other children,
- Where a school admits on the recommendation of the Child in Care (Looked After Children) Education Manager (subject to the age/distance criteria) irrespective of the location of and space availability at other schools.
- The family or young person is still subject to the stipulations in section 1.1.2.

4.3 In Year Fair Access

Transport support for applications considered under the LA's (In Year) Fair Access protocol will be considered in accordance with the following principles;

- Successful applications for catchment/nearest/parental preference schools will reflect the arrangements that apply to all other children,
- Where a place is allocated by the panel for an alternative (to the applicants preferred/catchment/nearest) school, transport support may be provided (subject to the age/distance criteria) irrespective of the location of and space availability at other schools.

4.4 Traveller Children & Young People

In recognition of the need for greater stability and consistency in the provision of education for traveller children, transport support will be provided in accordance with a separate Traveller Transport Protocol.

4.5 Children with a Statement or EHC Plan

Eligibility for children with a statement or EHC Plan will be the same as for all other children.



Travel assistance is always provided suitable to your child's needs and as such, arrangements are reviewed annually. This could mean that your child's type of transport may change.

5. Complaints and Appeals Procedures

5.1 Complaints

The School Admissions Team will provide information relating to queries and complaints about transport entitlement.

Dorset Travel will provide information relating to queries and complaints about the method of transport, vehicles, contractors, drivers, bus passes, costs/charges, behaviour and safety. Both are contactable through Dorset Direct. Operators will provide information about routine operational matters if the school is within the One School One Operator Model.

The SEN Team will provide information relating to queries and complaints about transport entitlement for children who have Education Health & Care Plans or have a Statement of Special Education Need.

5.2 Transport Appeals

Due to exceptional circumstances, it may be necessary to consider a case on its individual circumstance. Applicants who are refused transport assistance have the right of appeal against the decision only under the following grounds:

- i. They are seeking for their child to be considered as an 'entitled' child or dispensation due to special circumstances
- ii. They would have received either an entitled or surplus seat if the application had been processed correctly
- iii. They are appealing on route safety grounds

Stage 1 of the appeal process: Applicants can submit a Transport Appeal form with full supporting evidence. This must be submitted within 20 days of the receipt of the letter from the Local Authority advising the family that they are not entitled to school transport assistance. The evidence will be reviewed by Senior Managers within the County Council to confirm:

- i. There are no grounds for exceptional circumstances
- ii. The application for transport has been processed in accordance with the Home to School Transport Policy
- iii. There are no road safety issues that suggests an incorrect decision has been made.



The family or young person will be notified in writing within 20 days of the result of the appeal review. If the family is still not satisfied with the outcome of this review they have 20 days within which to request that their appeal moves to Stage 2 of the appeal process – where the evidence is reviewed by the Children's and Adult Services Appeal Panel. .

A copy of the Transport Appeal form together with the Local Authority's statement justifying the reasons for the decision, the original application and other supporting documents will be submitted to the Committee.

If an appeal goes ahead, the applicant can attend to present the case and may be accompanied at the hearing. The Committee's decisions are binding on all parties (but do not necessarily set precedence) and may only be overturned following a ruling from the Local Government Ombudsman.

Transport appeals will only be heard for Dorset resident pupils. If you live in a neighbouring authority you will need to appeal to your home authority.

Only one transport appeal for the same journey is permitted in each academic year.



**DORSET POST-16 TRANSPORT SUPPORT POLICY
SEPTEMBER 2018 - AUGUST 2019**

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1 Post 16 Provision

The Education and Skills Act 2008, states that young people are required to stay in education, training or enter employment until they are 18

When making decisions about which course, school or college to attend parents/students must consider:

- the different modes of transport available to them
- the timings for arrival and departure
- how much it will cost them?

There is no automatic entitlement to home to school or college transport once a student is over 16 even if free transport has been provided in the past.

Dorset County Council is committed to supporting Young People in accessing Post 16 education and training and in addition have put the following provision in place to support this.

1.1 School Sixth Form Transport

All School Transport into Mainstream Dorset Schools that have 6th Form provision is provided by independent bus companies under contract to Dorset County Council.

If you wish to purchase a seat on one of these services, you are required to contact the bus company directly. The availability and charges are at the discretion of the relevant bus companies.

School	Contractor	Contact Details
The Blandford School Ferndown Upper School Queen Elizabeth School Lytchett Minster School The Purbeck School Shaftesbury School The Thomas Hardy School Allenbourn Middle School Dorchester Middle School Ferndown Middle School St Michaels Middle School West Moors Middle School	Go South Coast (operating as Morebus and Damory)	01202 338420 http://passes.gosouthcoast.co.uk/
Beaminster School	First Wessex	01305 783645

The Sir John Colfox School The Woodroffe School		dorsetschools@firstgroup.com
Sturminster Newton School	Vale Coaches	01963 363000 valecoaches@gmail.com
Gillingham School The Gryphon School	South West Coaches	01935 475872 Schools@southwestcoaches.co.uk

1.2 Bursary Scheme

Each School and FE Colleges have a Mandatory Post 16 Bursary (16-18) scheme. Eligibility for accessing these bursaries are managed by the individual schools. Some schools also provide other forms of support for Post 16 students to assist access to their place of learning.

**Please contact the school or college directly for further information and charges.
PLEASE SEE APENDIX A or B**

There is also further information on the Bursary Scheme through the following website:
<https://www.gov.uk/guidance/advice-for-young-people-16-to-19-bursary-fund-guide>

1.3 FE College Transport

Colleges have transport routes available to help students access their course. It is important to contact the college to find out what is available and apply to them directly as soon as possible to ensure that transport is available for the start of the course.

Those attending Post 16 FE provision may also apply for a seat under the Surplus Seat Travel Scheme, if there are routes that wholly or partially assist a young person in accessing their Post 16 place and they fulfil the criteria set out in Section 3. They may also qualify for further assistance under Section 2.

Contact the college to find out if there is any support available for transport from the 16-19 Bursary. **PLEASE SEE APPENDIX B**

1.4 Apprenticeships and Traineeships

If a young person is looking to engage with an Apprenticeship or Traineeship, it is essential they talk to the Learning Provider who will be able to inform them of any transport assistance that may be available. Employers and Learning Providers should take into account a young

person's transport arrangements when planning any off the job training, particularly outside normal working hours. **PLEASE SEE APPENDIX B**

If you are studying a traineeship you are also eligible for the 16-19 Bursary Scheme.

1.5 Public Transport

Some local public transport operators have concessionary fares/discount schemes for students.

Transport Operator	Telephone	Website	Special arrangements for students
First Great Western	08457 000 125	www.firstgreatwestern.co.uk	16-25 railcard
Go South Coast/Morebus	01202 338420	www.morebus.co.uk	passes.gosouthcoast.co.uk
Damory	01202 338420	www.damory.co.uk	passes.gosouthcoast.co.uk
First Group	0871 200 2233	www.firstgroup.com	Contact Bus Operator
Transdev (Yellow Bus)	01202 636110	www.bybus.co.uk	Contact Bus Operator

There are some situations where a young person travelling on public transport may be entitled to a free bus pass for off peak travel if they have a disability. Details are available at www.dorsetforyou.gov.uk/travel-dorset/bus/national-bus-pass-concessionary-travel

2 Travel assistance for students aged 16-18 with Special Educational Needs, Disabilities or Compelling Medical Circumstances

2.1 Criteria for additional support

Young people aged between 16-18 and fulfilling the criteria set out in Section 3 may also be provided with additional support when:

- A professional assessment clearly indicates that a young person would not be able to access existing public transport routes to a place of learning because of their SEN or disability, and meet the qualifying criteria.



- A young person is within the 5 mile distance criteria of a school but a professional assessment clearly indicates that a young person would not be able to access to their place of learning because of their SEND or disability.

2.2 Supplementary information

Types of assistance that may be provided are:

- PTB's – Personal Travel Budgets (only applicable to children and young people with an Education, Health and Care Plan or Statement of Special Educational Needs).
- Contract Bus/County Council Fleet
- Mini Bus
- Taxi
- Vehicle used by other County Council directorates
- Fuel contribution, if it is shown to be a cost effective solution (Families should be prepared to use their own vehicle where there are no suitable or appropriate alternative arrangements in place). The rate paid to families, is for the shortest available driven route only (13p per mile x return journey/s)

2.3 The Terms and Conditions

Provision of dedicated transport is subject to the following conditions:

- Assisted transport will only be provided for one inward and one outward journey to/from college at the beginning and end of the college day. This may not be according to the start and finish of the timetable day.
- Assisted transport will only be provided between the same pick up/drop off points each day. If other destinations are required this will be parent/carer preference which they will have to organise and pay for.
- Transport is not provided for induction or taster days or work experience.
- If students move outside of the Dorset County Council area part way through their course, transport assistance will cease and they must apply to their new Local Authority for assistance.
- The County Council expects students to travel by public transport where it is available. Independent Travel Training may enable students to progress to using buses and/or trains. Please contact the school or college who may be able to access limited funds through Dorset County Council to support this activity.
- Students who travel on contract bus routes or taxi with other students, have no choice as to the time for outward or return journeys

2.4 Application process

Applications for transport assistance must be received by the SEN Team, Dorset County Council, County Hall, Dorchester, DT1 1XJ, by 31 May prior to the start of the course. A young person must re-apply for transport for each year of study.

2.5 Charges and Contributions

All young people will contribute towards the cost of transport. For 2018/2019, Dorset County Council has set this amount at £770.

If the family is on Maximum Working Credits or the student is entitled to free school meals, this will be reduced by 50%, consistent with the overall Post 16 Transport provision. (See **Section 3**)

In exceptional circumstances, the eligibility criteria with regard to 'live over 5 miles from their nearest and/or appropriate school/college' may be dis-applied for a young person with significant disability and/or mobility need and the contribution would be reduced by 50%.

Students that are currently studying a course which they started prior to September 2017, will not be charged a contribution for travel assistance.

3 Post 16 Reduced Rates for the Surplus Seat Travel Scheme

Dorset County is committed to supporting families in accessing Post 16 education and has in addition set up the Local Authority 16+ Assistance Scheme whereby a Post 16 student can qualify for a 50% reduction in the cost of their travel pass (including those passes provided by the OSOO Contractors) or a 50% reduction in the £770 contribution towards transport provided by Dorset County Council.

In order to qualify for assistance under the Local Authority 16+ assistance scheme **all students** must meet **each of** the following criteria:

- Be resident in the Dorset County Council area
- Be under 19 on 31 August immediately preceding the start of the academic year or up to 25 if a Section 139a/Education, Health and Care Plan highlights transport is a necessity
- Live over 5 miles from their nearest and/or appropriate school/college
- Be in full time education (16 hours or more over 3+ days per week)

AND

- Families are in receipt of Maximum Working Tax Credit, or the student is entitled to Free School Meals
OR
- The student had a compelling medical circumstance prior to post 16 which attracted transport support and a case is made for it to continue (applies to nearest school/college only and supporting evidence from the appropriate Medical Officer will always be required)
OR
- The student has a compelling medical circumstance that arises during post 16 education (applies to nearest school/college only and supporting evidence from the appropriate Medical Officer will always be required).

Supplementary information:

- Assisted transport is only available for one inward and one outward journey to/from school/college at the beginning and end of the school/college day. This may not be according to the start and finish of the timetable day.
- Assisted transport will only be provided between the same pick up/drop off points each day. If other destinations are required this will be parent/carer preference which they will have to organise and pay for.
- Transport is not provided for induction or taster days or work experience.
- If students move outside of the Dorset County Council area part way through their course they must apply to their new Local Authority for assistance.

4 Post 19 Transport

Under Section 508F Education Act 1996 where a Local Authority considers it necessary for a young person between 19-25 to have travel assistance (Section 139a/Education, Health and Care Plans so highlights) in order to access an education institution or training, then the LA is required to provide free travel assistance.

5 General Terms and Conditions

5.1 When can a travel pass (public transport) or OSOO Seat be used?

- If travelling on coaches or other contract transport arrangements, which do not involve season tickets, there will be no choice over the outward or return journey details.
- If travelling with a season ticket these are usually available for use between designated stops and journeys and at an agreed time, morning and afternoon.
- If attending official evening studies or other functions it is often possible to be issued with a time extension pass.

- Some bus operators have introduced a fare card system which allows travel in the evening and at weekends at a reduced cost. Check with your school/college or local bus operator.
- Opportunities for tickets, which can be used across transport providers, are not generally available.

5.2 Out of County Colleges which are beyond daily travel distances

If you are attending a college that is a considerable distance away from the Dorset County Council area you should enquire directly to the college about transport support arrangements. Further details can be found at: <https://www.gov.uk/grant-bursary-adult-learners>

5.3 Complaints

Please refer to 5.1 in the Home to School Transport Policy for the complaints procedure.

5.4 Consultation

The Home to School Transport Policy and the Post 16 Transport Support Policy will be reviewed on an annual basis to reflect the changes to costs associated with SSTS fares. If further changes are required Dorset County Council will consult with young people and their parents through the consultation pages contained on Dorset for You.

5.5 References

Please refer to other sections within the Dorset Home to School Transport Policy for further information on:

- 2.1 Methods of Transport
- 2.2 Journey Times
- 2.3 Pickup and Drop off Points
- 2.5 Personal Luggage
- 3.1 Advice for Parents
- 3.2 Advice for Children
- 5.1 Complaints
- 5.2 Transport Appeals.



APPENDIX A

Further information on the 16-19 Bursary scheme is available through the following website:

<https://www.gov.uk/guidance/advice-for-young-people-16-to-19-bursary-fund-guide>

Schools and Sixth Form Provision

School, address	Telephone, email, website	Travelling to/from
Budmouth Technology College Chickerell Road Weymouth DT4 9SY	01305 830560 cockingsj@budmouth.dorset.sch.uk www.budmouth.dorset.sch.uk	Awaiting Further Clarification on their 2018 Bursary arrangements
Beaminstor & Sir John Colfox Sixth Form Provision	https://www.colfox.org/wp-content/uploads/2013/06/SJC-and-Beam-Joint-Sixth-Form-Bursary-16-19-Bursary-Fund.pdf	The Joint Sixth Form provides both the Guaranteed Bursary to those who fit the statutory entitlement. There are also discretionary bursaries that will support a range of students to remain in Post 16 education including travel.
Ferndown Upper School Cherry Grove Ferndown BH22 9EY	01202 871243 cindylalani@fernup.dorset.sch.uk www.fernup.dorset.sch.uk	For information regarding the Free Bournemouth Bus service, please contact the school for details. Other routes require a bus pass purchased through Dorset County Council. A bursary option is available to support sixth form students from low income families, which can be used towards the cost of transport. Please direct all enquiries to the school.



<p>Gillingham School Hardings Lane Gillingham SP8 4QP</p>	<p>01747 822222 hlewis@gillingham.dorset.sch.uk www.gillingham.dorset.sch.uk</p>	<p>There are two modes of transport provided by the school; the first is a 57 seater bus that collects students from the Wincanton area and the second is a minibus carrying 16 students (predominantly sixth formers). The routes taken are specific to the majority of students that apply per year. Please direct all enquiries to the school. Financial assistance forms are available through the school office for parents who are struggling with transport payments. The applications are based on whether they qualify with regard to the benefits they receive and their individual circumstances. The total cost of transport is not covered but a sum is normally allocated to reduce the overall cost. Please direct all enquiries to the school.</p>
<p>The Gryphon School Bristol Road Sherborne DT9 4EQ</p>	<p>01935 813122 office@gryphon.dorset.sch.uk www.gryphon.dorset.sch.uk</p>	<p>The school contracts a number of buses to transport students from the surrounding areas. For the academic year 2016/17 a transport subsidy is offered to sixth form students using these buses. In addition, sixth form students from low income families can apply for a 16-19 Bursary, which can be used towards the cost of transport. More information about 16-19 school transport can be found on the school's website.</p>
<p>Highcliffe School Parkside Highcliffe BH23 4QD</p>	<p>01425 282322 office@highcliffe.dorset.sch.uk www.highcliffe.dorset.sch.uk</p>	<p>The school runs a mini bus fleet for Post 16 students. The routes taken are specific to the majority of students that apply per year and the school is not always able to accommodate everyone that applies. A bursary option is available should the student meet the specific criteria. Please direct all enquiries to the school.</p>
<p>Queen Elizabeth's School Wimborne Minster BH21 4DT</p>	<p>01202 885233 office@qe.dorset.sch.uk www.qe.dorset.sch.uk www.qe.dorset.sch.uk/Bursary-Information</p>	<p>QE have a bursary scheme that will support students in accessing 6th Form provision.</p> <p>The 16-19 Bursary for QE is intended to support the most vulnerable students in Post-16 education. In order to access this fund, a student must be on a full-time programme of study and fulfil one of the 4 categories below:</p> <ol style="list-style-type: none"> 1. Children in care. 2. Care Leavers. 3. Young people in receipt of income support. 4. Disabled young people in receipt of Disability Living Allowance and Employment Support Allowance.



<p>Twynham School Sopers Lane Christchurch BH23 1JF</p>	<p>01202 495745 carol.guyan@twynham.dorset.sch.uk www.twynhamschool.com</p>	<p>There are three mini buses for sixth form students that pick up from various locations in the surrounding area. There is a charge for this of £3 per day (2016). Due to demand, a place cannot be guaranteed on the bus and they are always allocated based on the needs of the individual. Students are welcome to apply for a bursary providing they meet the criteria (at the moment this is based on parental income which must not exceed £16,190 per annum). Please direct any enquiries to the school.</p>
<p>Thomas Hardye School</p>	<p>https://www.thomas-hardye.net/pages/sixth_form/bursary.php</p>	<p>The School provides a range of Bursaries to support those leaving Year 11 to stay on in education. There are 4 tiers of Bursary as well as an Education Support Grant. There is the High Priority Bursary for those in Care, on Income support or Universal Credit and those disabled young people on Employment Support Allowance and Disability Living Allowance. There are 3 tiers of the Discretionary Bursary, all of which can contribute to the costs of the course as well as transport. Further details please follow the link.</p>
<p>The Grange School Christchurch</p>		<p>Awaiting Further Clarification on their 2018 Bursary arrangements</p>
<p>St Peters School St Catherine's Road Bournemouth BH6 4AH</p>	<p>01202 437204 sixthform@st-peters.bournemouth.sch.uk www.st-peters.bournemouth.sch.uk</p>	<p>School buses are available to enable students to travel to the school. A student financial support package is available based on income. If students meet the set criteria, and have good attendance, they can get help with travel costs, costs of book and trips etc. Please direct all enquiries to the school.</p>
<p>Shaftesbury School & Sturminster Newton High School</p>	<p>Shaftesbury & Sturminster Sixth Form http://shaftesburyschool.co.uk/sixth-form/</p>	<p>Financial Support for Sixth Form Students</p> <ul style="list-style-type: none"> At Shaftesbury and Sturminster Sixth Form the bursary fund is used to support students remaining in post-16 education when financial issues might impact on their time in the Sixth Form. We aim to do this in the following ways.



		<ul style="list-style-type: none"> • Students who the government has identified as 'highly vulnerable' such as students looked after by the local authority, care leavers, students who receive Income Support [in their own right] and those entitled to both Employment Support Allowance and Disability Living Allowance will receive a bursary in three termly instalments. • Students who are eligible for free school meals or who come from families with a household income of below £21,000 will be able to apply for assistance to meet educational needs such as the cost of transport to school, equipment and educational visits. Once it is established a student is eligible for support, payments will be made from the bursary fund each term, but it is not guaranteed that the fund will be sufficient to pay all needs in full. • If sufficient funds are available we may also be able to provide some support to students on a family income of £21-30,000. • If sufficient money is available after all identified needs have been met we will also provide a termly lump sum payment to all students eligible for support under the scheme to go towards the general costs of remaining in education.
<p>Woodroffe School Lyme Regis</p> <p>Tel: 01927442232</p>	<p>http://www.woodroffe.dorset.sch.uk/</p>	<p>The school runs a Learner Support Bursary Scheme. The aim of this grant is to provide some financial support towards educational costs for eligible students who are aged 16-18, currently attending the Woodroffe School sixth form and following a full-time course. The grant may be used, for example, to help towards the costs of school transport, uniform, books, equipment, materials, study/field trips or educational visits. It may take the form of vouchers for the school shop, direct payment for school events and visits or payment towards school transport. Some payment may be made directly to the student via BACS. Receipt of this and future payments will be dependent on student attendance, punctuality and commitment to learning. Grants will be made each half term or as appropriate.</p> <p>The Learner Support Bursary is available for any students who require financial support for their education, particularly if they are from a family on a low income and/or in receipt of child tax credits.</p> <p>Contact the school directly for an application.</p>



APPENDIX B

Further information on the 16-19 Bursary scheme is available through the following website:
<https://www.gov.uk/guidance/advice-for-young-people-16-to-19-bursary-fund-guide>

Colleges

page 66

College, address	Telephone, email website	Support Provision
Kingston Maurward College Dorchester DT2 8PY	01305 215032 jason.hughes@kmc.ac.uk www.kmc.ac.uk	<p>The College operates subsidised double decker buses (Go South/Damory) and minibus service (NORDCAT Minibuses) for students with pick up points across the county and the Somerset and Wiltshire borders. Travel timetables are assessed each summer to accommodate as many students as possible from across the catchment area.</p> <p>Final timetables are produced just before the start of the Autumn term. The total cost of travel for students can be paid in full or via a monthly standing order and payment are taken monthly from October to May inclusive. Bursaries are available from the college for those families on a low income and in some cases the local authorities will assist with funding transport for certain applicants meeting their set criteria. Although some of our transport has facilities for disabled access, please contact the College direct to discuss alternative methods of transport for any student with disabilities. The College operates a strict code of conduct for all students travelling on College transport. Students will be expected to sign this code of conduct during their enrolment week. It also operates a 'Bus Buddy' scheme to help make travelling a happy and stress free experience and support any vulnerable students.</p>
Weymouth College Cranford Avenue Weymouth DT4 7LQ	01305 764766 peter_atkins@weymouth.ac.uk www.weymouth.ac.uk	16-18 Guaranteed Bursary – provides a guaranteed bursary for the academic year. There are conditions attached and refer to the College website for full details. Designed to support those in Care, Care Leavers, those on income Support/Universal Credit and those receiving Employment Support Allowance and Disability Allowance. This support could include support for travel costs.



		<p>16-18 Discretionary Bursary – This is income assessed and details are available from the College Website. This is applicable for those from households with an income below \$35,000, resident in the EU for 3 years (and other residency requirements).</p> <p>These bursaries are designed to support transport, book and other costs related to the course of study.</p>
<p>Bournemouth & Poole College North Road Parkstone Poole BH14 0LS</p>	<p>01202 205660/205362</p> <p>studentfinance@bpc.ac.uk</p> <p>www.bpc.ac.uk</p>	<p>Student Financial Support 16-18 year old students Vulnerable and Discretionary Bursaries; including College Meal and Travel Support At Bournemouth & Poole College, we can support with the cost of your course and travel costs. If you are a student who is either in care or leaving care, you would be eligible to apply for a vulnerable bursary, which could include a monthly payment, paid direct to you to help you with those little extras, as well as receiving a College Meal Card and Travel Pass. Discretionary bursaries are for those students who have a lower income within their families and are currently receiving one of the benefits stated in the criteria (http://www.thecollege.co.uk/student-support/student-finance).</p>
<p>Brockenhurst College Lyndhurst Road Brockenhurst SO4 7ZE</p>	<p>01590 625533 travel@brock.ac.uk</p> <p>www.brock.ac.uk</p>	<p>Eligibility: Students may be assisted from the Discretionary Bursary Fund if they meet the following criteria: Aged 16-18 at the start of the course. Studying a state funded course at Brockenhurst College, including our skills centres (most 16-19 full time programmes meet this criteria). Living in a household where the total annual household income is less than £21,000.</p> <p>Level of funding offered: For example, a student who qualifies for a Discretionary Bursary (i.e. lives in a household where the total annual income is less than £21,000) will be eligible for: A contribution of 50% towards a College Travel Pass. Funding towards items confirmed as essential by Heads of Department. This could include uniform items, CRB check, UCAS application fee for University, core text books and course-related trips.</p>



<p>Yeovil College Mudford Road Yeovil BA21 4DR</p>	<p>01935 423921 michelle.dennett@yeovil.ac.uk www.yeovil.ac.uk</p>	<p>16-19 Bursary Funds</p> <p>A Guaranteed Bursary is currently available for learners who are in care, care leavers, receiving Income Support or receiving both Employment Support Allowance and Disability Living Allowance.</p> <p>A Discretionary Bursary is available for learners with a household income below a certain level, currently £30,000 for 2015/16. These awards are intended to help with financial barriers which may be associated with some course costs. Please note these funds are not available to students on waged apprenticeships.</p>
<p>Wiltshire College Salisbury Southampton Road Salisbury Wiltshire SP1 2LW</p>	<p>01225 350035 info@wiltshire.ac.uk www.wiltshire.ac.uk</p>	<p>Travelling to Wiltshire College</p> <p>All Students who are under 19 and live more than 3 miles from college are entitled to subsidised transport to Wiltshire College.</p> <p>If you live in Wiltshire, and are under 19 and live more than 3 miles from the College campus you will attend, you can apply for a subsidised bus pass from Wiltshire Council, as long as the college is your nearest provider of the course. A Post 16 Transport Application is available to download from Wiltshire Council at www.wiltshire.gov.uk/schoolseducationandlearning/schoolsandcolleges/schooltransport/transporttosixthformsandcolleges.htm/ Alternatively, you can pick up a copy from Student Services at your designated campus or contact Wiltshire Council on 0300 4560100 to post you a copy.</p> <p>Bus passes last for one academic year only and you can APPLY NOW. Please ensure you return the application form to Wiltshire Council by 30th June, particularly if you wish to pay by instalments. Late applications are considered, but may mean your pass is not available for the start of term.</p> <p>Please note:</p> <p>All travel passes last for one year only. Students returning to College need to re-apply each year</p> <p>Students unsure about whether to take up their place at College should apply for a bus pass. Any money paid to the County Council will be refunded if you decide not to enrol</p> <p>Any student who is refused a Wiltshire Council pass should apply to the College for support. Please contact student services on 01225 350035 or apply as per the information below.</p> <p>Students travelling to Chippenham who live in Devizes should not apply to Wiltshire Council but should complete a Wiltshire College Devizes Transport Application instead which is available to download here. Your pass will be issued subject to the same conditions as a Wiltshire Council pass.</p>



Students travelling to Lackham who live in Swindon, Bath, Somerset and North East Somerset should complete a Wiltshire College Lackham Transport Application instead which is available to download here. Please contact Student Services at Lackham for further information on 01225 350035.

Students living in Hampshire or Dorset and travelling to Salisbury who are attending their designated college, or any student travelling to Salisbury who is not eligible for a Wiltshire Council bus pass should apply to the college for travel help. Students can apply for either a subsidised Salisbury Key Card for bus travel and the application is available to download here or for a College Public Transport Award for help with train costs which is available to download here.

Students travelling to Trowbridge and living in Somerset can buy a subsidised bus pass called a County Ticket from Somerset County Council. You can apply and pay in full on-line by credit/debit card, or in full by cheque or spread the cost in 10 equal payments by Direct Debit if you have applied by 7th August. Please contact Somerset County Council on 0845 345 9155 or www.somerset.gov.uk/roads-parking-and-transport/public-transport/county-ticket/ for further information.

Students travelling to Trowbridge who live in Bath and North East Somerset can apply for a College Public Transport Award for help with train costs which is available here to download.

schoolorganisation

From: Maria Young <mariayoung2013@hotmail.co.uk>
Sent: 11 November 2017 12:39
To: schoolorganisation
Subject: School transport review

To whom it may concern

While I understand the need to cut costs/get vfm etc. I think the new draft policy unfairly penalises the families of children with SEN.

Finding the right school for your child with SEN is very hard. Provision in schools varies dramatically. I know this as someone who has worked in more than eight schools across the county over the last ten years and as a parent with a child with SEN.

Children with SEN are often complex. They might have a clear physical disability, but their learning or social needs will vary dramatically. So a child with a physical disability may not necessarily be best suited to a school with a PD base for example. Any professional working with SEN children will know this. I don't need to recount the many and varied permutations of SEN out there.

To add to that decision making the cost of getting your child to that school is unfair. Some families may well be able to afford it, in which case they should pay. But many, many families with children with SEN are under financial strain. The stress of bringing up children with SEN often fractures families and the number of single parent families bringing up children with SEN is high.

There does not appear to be enough flexibility in your policy to protect vulnerable families.

If SEN provision in all Dorset schools was good, this would be a fair policy, but it is not and nor could it ever be. It is not cost effective to have the specialist provision required to meet the needs of all children in all schools. It makes far more sense to build pockets of expertise and resources and send the children the appropriate children to those places.

Inevitably this means transport costs. But that has to be much cheaper than providing for every specialist need in every locality.

Alternatively you do what this Council is doing: call it inclusion, penalise family choice and in effect do not provide properly for the needs of the child. This reduces the positive life chances of an already disadvantaged child. So that individual is then less able to lead an independent life and instead remain a disillusioned, disadvantaged burden on the welfare state for the rest of their life.

This is a backward policy. All research tells us that quality early intervention dramatically improves life chances. This policy, had it been in effect 10 years ago would have had an extremely negative effect for my child because he would not have been able to attend the pre-school and school that was best suited to him. So, I am sure it will have a real impact for families.

As a teacher I work hard to achieve the best outcomes for all the children I teach, many of whom have SEN. There is a limit to what we can achieve and I regularly see children that I know would be much better suited to a different educational environment, where they could gain the skills they need. I wouldn't want to see these children's educational choices limited further, by concerns over the cost of getting their child to that place.

If the Education Authority could say they have strong and varied SEN provision across the county they would have a case for this policy. But honestly they do not and I really don't think they need me to tell them that.

Sent from my iPad

schoolorganisation

From: Josh Turner <josh.turner01@outlook.com>
Sent: 06 November 2017 19:57
To: schoolorganisation
Subject: Transport Consultation Comments

Hi there,

The only comments I have about the transport policy are the following;

- There needs to be more substitution of fees for everyone.
- The bus services need to be more reliable

Many thanks,
Josh

schoolorganisation

From: ANNETTE CRADDOCK <cradnet@btinternet.com>
Sent: 01 December 2017 09:17
To: schoolorganisation
Subject: School transport policy

I only have one concern, and that is your plan to dispose of need for Passenger Assistants. I do think they provide an important service. Although it is reasonable to expect parents carers to be responsible for getting their children on and off the bus, PAs are needed on the bus to ensure safety. They do have an important job in keeping calm in the bus. The occupants on our sons bus has gone up from 4 to 8, and so the activity and "bustle" created on the bus morning and afternoon, can on some days be quite hectic, and the pa does a good job in keeping calm so as not to distract the driver.

And you will always need an adult on the bus to ensure children keep safe during the journey. Without a pa doing this, the safety of all occupants can be compromised.

Annette Craddock
Broadmayne

schoolorganisation

From: Jessica Rees <jesscorrinerrees@icloud.com>
Sent: 25 November 2017 09:21
To: schoolorganisation
Cc: lynsey Dunsby
Subject: School transport consultation
Attachments: Children in cars at 'far greater risk from fumes' than walking Guardian article.docx; ATT00001.htm

Dear consultation team,

We are Jess Rees and Lynsey Dunsby - the mothers of two children who use school transport on a daily basis.

Like several other parents, we are deeply unhappy about the fact that our children have to use this school transport at all. Our children were not given a local school place, despite the fact that the multi-million pound school Twynham Primary is being built on our doorstep, and that this school was very willing to educate our children. Because the school we have been allocated is so far from home, we have been forced to accept the free transport option from the Council.

Our children have to use the route from West Christchurch to Burton C of E School. After it became clear that the length of each journey would far exceed the 45 minutes journey time, the Council's travel team amended the route so that the pick up and drop off points are close to our houses; while we hate the situation, the nearby bus stops makes this process easier for us. We would also like to report that the driver and his team at Dorset Community Travel have been excellent.

We have two main issues with the service. The first is the length of journey, which is unacceptably long for such young children to endure twice a day. The second issue is the safety of the children, who take this twice daily journey unaccompanied.

The length of the school journey

We have to leave the house by 8am to catch the bus, which doesn't arrive at school until 8.40am. The journey home is often longer, with the children usually arriving around or just after 4pm. The children already find the week at school extremely tiring. This long journey adds to the length of the day our children endure; by the end of each day they are absolutely exhausted. We use a satellite navigation tracking system (purchased by Lynsey) which shows us how far away the bus is; I'm sure other parents spend considerable time waiting at bus stops on days when there is heavy traffic in Christchurch returning from Burton.

Unaccompanied children

The other key issue we have is that our 4 year olds are unaccompanied on the bus, which is inappropriate for children so small. We believe that there are 7 children on the bus who are 6 or under; most of whom are just 4 years old.

Since we began using the service in September, there have been several reports of fighting and silliness on the bus. The driver cannot be responsible for policing this. He has to drive on busy roads to get to the school and back, and cannot intervene until parents are notified at drop offs. There have been occasions when our children have been upset and crying before making a journey, and understandably they get called a 'baby'

by the other bus users who didn't want to endure their sobbing. This of course only worsens their upset; not a great way for the children to start the school day.

Our children were given sweets to and from school by older children when they first started using the bus. Although this has stopped now due to school intervention, it is indicative of the type of thing that can happen when the children go unsupervised.

The noise that the children create is dangerously high, causing upset to some users and a distraction to the driver. I would like to state that these are not especially naughty children causing this noise; they are unsupervised 4 year olds who are bored on these long journeys.

If the children feel sick or need to use the toilet, there is little the driver can do. The children regularly come off the bus desperate to use the toilet after the long journey, racing to get back home to make the toilet in time.

We would also at this point like to raise the issue of the effects of pollution that they endure while sitting in heavy traffic (see the attached article from The Guardian). This is a matter that is important to us, and one that we brought to the Council's attention when appealing to be educated locally. Should you need any more information about this please just ask.

Asides from the ethical and environmental problems we have sending our children so far away, we hope that this short email highlights some of the practical issues we have with the service.

We hope you consider these issues as part of your consultation.

Jessica Rees and Lynsey Mearns

Children in cars 'at far greater risk from fumes' than walking

**Ex-government science adviser's stark warning
UK on trial for failing to tackle illegal air pollution**

**Damian Carrington
Environment editor**

Children are at risk of dangerous levels of air pollution in cars because exposure to toxic air is often far higher inside than outside vehicles, a former government chief scientific adviser has warned.

Prof Sir David King's warning comes as the UK government faces a third defeat in the courts for failing to tackle illegal levels of air pollution, which is known to damage children's developing lungs but which recent research also indicates harms their ability to learn at school and may damage DNA. Walking or cycling to school would be much better for children's health, said King.

"Children sitting in the back seat of vehicles are likely to be exposed to dangerous levels," he said. "You may be driving a cleaner vehicle but your children are sitting in a box collecting toxic gases from all the vehicles around you."

He said new legislation to ban smoking in cars with children had gained widespread support. "So why are we still happy for our children to breathe in toxic emissions in the back of our cars? The best

thing for all our health is to leave our cars behind," added King, who now advises the British Lung Foundation.

"It's been shown that the health benefits of walking and cycling far outweigh the costs of breathing in pollution. If more drivers knew the damage they could be doing to their children, I think they'd think twice about getting in the car."

A range of experiments, some as far back as 2001, have shown that drivers inside vehicles are exposed to far higher levels of air pollution than those walking or cycling along the same urban routes.

Prof Stephen Holgate, an asthma expert at the University of Southampton, who chairs the Royal College of Physicians working party on air pollution, said there was enough evidence to tell parents that walking and cycling exposes their children to less air pollution than driving.

"It is nine to 12 times higher inside the car than outside," he said. "Often the car has the fans on, just sucking fresh exhaust coming out of the car or lorry in front of them straight into the back of the car."

Children are more vulnerable than adults, he said, because air pollution can stunt the growth of their lungs and because it can increase the risk of asthma and other respiratory conditions.

Holgate said walking or cycling are better when possible, to reduce pollution exposure in cars and to increase physical exercise. He said: "There are multiple benefits to be gained. But parents are confused at the moment because they think there is less pollution in cars than outside, which is not the case."

Ben Barratt from King's College London measured the exposure of people travelling by car, bus, bicycle and walking in London in 2014. "The car driver, by a very long way, was exposed to the highest level of pollution," he said. "The fumes from the vehicles in front and behind were coming into the car and getting trapped there. It is not true that you can escape pollution by sitting inside a vehicle."

Levels of nitrogen dioxide, emitted mostly by diesel vehicles, have been above legal limits in almost 90% of urban areas in the UK since 2010. The toxic fumes are estimated to cause 23,500 early deaths a year and the problem has been called a public health emergency by a cross-party committee of MPs.

The environmental law firm ClientEarth has defeated ministers twice in the courts over the adequacy of government air quality plans. Ministers' latest proposals were published on 5 May but were widely condemned as inadequate, and ClientEarth is now suing the government again.

"Air pollution hasn't been taken seriously," said Holgate. "There is a very strange situation where the government has to make laws by being taken to court repeatedly. In my view it is really quite appalling that we haven't started to deal with this properly and put children's and adults' health first."

This week is the British Lung Foundation's Breathe Easy Week and a National Clean Air day in the UK takes place on Thursday.

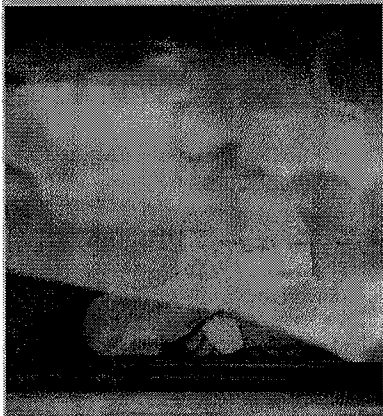
Take a deep breath ...

12x

Asthma expert Prof Stephen Holgate estimates exposure to air pollution is nine to 12 times higher inside a car than outside

23,500

The number of early deaths a year believed to be caused by diesel vehicles' excess nitrogen dioxide emissions



Air pollution damages children's lungs, but can also effect learning and DNA

schoolorganisation

From: Tracey Colquhoun <colquhoun@hotmail.co.uk>
Sent: 30 November 2017 10:55
To: schoolorganisation
Subject: Response to the Dorset admission and transport consultation

Dear Sirs/Madams,

We wish to add our opinions to the consultation in respect of Dorset County Council's Home School Transport Policy 2018-2019. Our response is as follows:

It is good that The Purbeck School is to remain a catchment school for Swanage children which will enable them to receive free transport to and from school. However we are aware that The Swanage School responded to the previous transport consultation (2017-18) in which they called for free transport to be withdrawn from eligible children travelling to The Purbeck School. They argue that they are the nearest school for children in Swanage therefore transport should no longer be free for children travelling to Wareham. At a DCC Cabinet meeting in January 2017 it was minuted that further discussion of this would take place in Autumn 2017. The Swanage School minutes of their full governing body are publicly available on their website and in their 24.5.17 minutes they state their intention to take the matter to judicial review if necessary. This is a worry for us. We are residents of Swanage and currently have two children at The Purbeck School. We strongly oppose a change to the current policy and feel that the free transport should remain because:

1. During the Purbeck review, where schools were reorganised from three to two tier, officers at DCC gave both written and verbal assurances that The Purbeck School would remain a catchment school for Swanage following the opening of The Swanage School and therefore free transport would continue for eligible year 7-11 pupils.
2. The Purbeck School and The Swanage School currently offer choice for families in Swanage. This was one of the principle arguments that the founders and supporters of The Swanage School put forward for having a school here. If free transport to The Purbeck School is withdrawn then for many families this all important choice will be removed. Some may be obliged to send their children to The Swanage School for example, because they cannot afford the transport costs even if they prefer The Purbeck School for academic or other reasons.
3. The Purbeck School is a well established school that goes from strength to strength. It has served Swanage and its surrounding communities for over 30 years. The Swanage School is a free school that was set up in 2013 by members of the local community in response to the removal of the three tier system. It's human scale ethos suits some but not all of us. The Purbeck School offers a broader choice of curriculum, extensive and refurbished facilities and a larger pupil peer group. This may not suit those who prefer a smaller school but surely this is why the choice should remain and not placed under threat by the withdrawal of transport to The Purbeck School. The existence of The Swanage School should not disadvantage those of us who prefer to remain with Swanage's historic catchment school.
4. The Purbeck School has a very good recent academic record. Its Progress 8 figure of 0.36 in 2017 has placed it joint second in Dorset's local education authority for its performance. The Swanage School 2016 Progress 8 figure meant it too was in the top performing bracket, however we note this is not the case this academic year.

We hope you will consider our response to your consultation.

Kind regards
Tracey Colquhoun and John O'Brien

Sent from my iPad

schoolorganisation

From: Jane Colquhoun <janecolquhoun@icloud.com>
Sent: 07 November 2017 13:19
To: schoolorganisation
Subject: Transport to Purbeck School

Sir,

I am writing to voice my concerns about the proposal to you from the Swanage School governors to change the school Transport arrangements for Swanage children to travel to The Purbeck School in Wareham.

I feel strongly that if Swanage children are denied free transport to Wareham their educational opportunities will be seriously restricted. Though I believe you might wish to do this in order to bring the policy in line with other parts of the country, it will contradict the original policies for creating the new free school- to give choice.

Any changes will not affect my children now though my child attended Purbeck school. I would not have chosen the Swanage school because by GCSE the small size of the Swanage school would mean my child's options would have been reduced. The Swanage school can not offer all the subjects.

My other concern is that the Swanage school would not be big enough to offer a place to all of Swanage's children. That would create problems with admissions as some children would then have to go to Purbeck school. How would the admissions process work to ensure that choice would be fair?

Even parents who have chosen the Swanage School that I have spoken to are not happy about their choices being reduced in this way.

I would hope that you will continue to honour the existing transport arrangements and continue to enable Purbeck parents to be able to choose.

Best regards

Jane Colquhoun

Sent from my iPhone

schoolorganisation

From: Ingrid King <i.king@swanageprimary.dorset.sch.uk>
Sent: 06 November 2017 21:08
To: schoolorganisation
Subject: Free transport from Swanage to Purbeck School

Dear Sirs

I would like to raise my concerns re: continued free transport for school children from Swanage to the Purbeck School. I feel it is essential that The Purbeck School remains within the catchment school for Swanage children in order to give families a choice between schools. Both of my children attend Purbeck school. It was not even an option that they attend Swanage Free school!

At The Purbeck School they have much more opportunity and all-round quality teaching, as well as far better facilities. I believe my children are making far better progress in their learning at our chosen school. The Purbeck School have proven higher success rates and it would be very unfair to expect all families in Swanage to have to make the choice of Swanage School purely because it is the nearest school. The Swanage School does not appeal to everyone. It cannot offer a full range of GCSE courses. It offers a different style of learning, not suited to all. It would also not be able to hold all of the Swanage school children either. It is essential that the free transport to Purbeck School remains to ensure a fair choice.

Kind regards
I.King

schoolorganisation

From: Jenny Godfrey <jennygodfrey1975@yahoo.co.uk>
Sent: 06 November 2017 18:19
To: schoolorganisation
Subject: School transport

I think it's imperative that the parents in Swanage retain the right to have free transport to the Purbeck School - I also think Post 16 transport should be free now education is compulsory until 18 Thanks Jenny Godfrey

Sent from my iPhone

schoolorganisation

From: Mr A. Darley <ADarley@purbeck.dorset.sch.uk>
Sent: 06 November 2017 17:35
To: schoolorganisation
Subject: Consultation for the Home to School Transport Policy 2019/20 from The Purbeck School
Attachments: The Purbeck School response home school transport.docx

Dear sir

I would like to submit the following to the Dorset consultation on School Admission Arrangements and Home to School Transport Policies for 2019/2020 on behalf of The Purbeck School.

This submission is largely a response to a proposed Home to School Transport submission that was put to DCC by The Swanage School. Although this submission has not be identified as part of the consultation The Purbeck School would like our submission put on record.

If you have any questions please do not hesitate to contact me.

Kind regards

Adam Darley

Headteacher
The Purbeck School

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Adam Darley, Headteacher

This is a response to the DCC consultation regarding the Home to School Transport policy for 2019/20 – this response from The Purbeck School takes into account a submission sent to DCC by The Swanage School regarding ‘admissions policy including school transport policy’ dated 11/11/16. We would like to strongly contest the assumptions made in their submission.

The Purbeck School would like to respond to the main points in The Swanage School submission and then finish with some concluding comments:

1. Response to the recommendation by The Swanage School that DCC should provide transport to and from the whole of The Purbeck School catchment area to The Swanage School.

The Swanage School was opened due to the demand in the Swanage area. There was no formal demand for a free school to be opened in any other part of the surrounding region within The Purbeck School catchment area (Bovington, Wool etc). To suggest that there might now be demand for this is baseless and carries no weight of any long term substantial evidence and was not the case made in the original documents relating to The Swanage School. Indeed The Swanage School proposal was based on a need in the Swanage area.

As the DFE own guidance suggests when establishing a Free School

‘All free school applicants must provide evidence that there is a need or demand for their proposed free school in their area’

(DFE website)

In this case ‘their area’ was identified as Swanage and so the Swanage catchment area was established. In The Swanage Schools own rationale for being established they state the harm that they believe can be caused by having to transport students across Dorset:

‘... local children will have to make a round trip of at least 20 miles a day to access their nearest secondary school [The Purbeck School]... We [The Swanage School] believe that it is not in the educational or social interests of children and young people to make such lengthy journeys away from their community each day’

(The Swanage School - Exceptional Application, DFE doc 2013)

Indeed one of the ‘key aims’ of The Swanage School was to have:

‘Sound environmental principles.... reducing waste, reducing energy, sourcing locally grown food, encouraging pupils and staff to walk and cycle to school’

(The Swanage School - Exceptional Application, DFE doc 2013)

To widen the catchment area for The Swanage School and change the transport policy on the document provided by The Swanage School would certainly not be cost effective, it is evidentially floored, and goes against the very principles on which The Swanage School itself was established.





2. Response to the recommendation that the Purbeck School should no longer have DCC buses to and from the Swanage catchment area as this is not cost effective and The Swanage School can provide for all Swanage students

There is currently a genuine choice for Swanage residents, the two schools are very different in ethos, culture, and approach (this is one of the reasons The Swanage School was established on a Human Scale mantra). There are a whole raft of trips, educational experiences, subject choices, 6th form opportunities that The Purbeck School offers that are not offered at The Swanage School, in turn The Swanage School pride themselves on being a small, human scale secondary school. The two schools do not offer the same educational ethos or experience. Currently the majority of parents in Swanage are opting for The Purbeck School (2016/17 1st pref parent choice data). Therefore, changing this would effectively take away choice and the go against the wishes of many parents and students in the Swanage area. The document provided by The Swanage School suggests that they provide 'high quality educational provision' insinuating that Swanage students may not receive high quality education elsewhere. Indeed when The Swanage School was established it was stated educational outcomes as one of the key reasons:

'We [The Swanage School] also want to drive up standards of educational achievement in the area. The nearest secondary school, 10 miles away [The Purbeck School], came second from bottom in league tables published in January 2011 for both GCSE and CVA scores'
(The Swanage School - Exceptional Application, DFE doc 2013)

To insinuate that this is the case today is at best misleading. The Purbeck School has a track record of producing excellent student outcomes. In the last three years The Purbeck School has been in the top 20% of schools nationally (Progress 8 at 0.48 / 0.26/ and 0.36 for 2017/18). These are with cohorts of students of between 180 and 200 students. The Swanage Schools most recent set of results place them on a -0.18 Progress 8 score – over half a grade below The Purbeck School. Both schools are OFSTED graded as 'Good'. No child would be educationally disadvantaged by coming to The Purbeck School in fact the evidence would suggest the very opposite.

Therefore, to suggest that Swanage parents should not have the choice of The Purbeck School, which this proposal would enforce if buses were stopped from the Swanage area to The Purbeck School, would be of huge detriment to the Swanage community, would have no local public support, and be against the very principles of establishing a Free School to allow choice and parental preference.





3. How the home school was proposed by DCC when The Swanage School was established

This very question was raised by concerned parents of The Purbeck School when the The Swanage School was established. In an email exchange from 2012 a direct question was asked of Rick Perry (then DCC Children's Services Director) by a parent of a student at The Purbeck School:

'Also involved in this matter is the subject of free school buses for Swanage children attending the Purbeck School. Since Purbeck became the secondary school that serves Swanage in the 1970s, children have been provided with free school transport to Wareham up to the age of 16 and I wish to have a definitive answer that this will continue, despite there being a secondary school in Swanage.'

He replied:

'Parents from Swanage will still have the option of expressing a preference for the Purbeck School, even when the free school is in place. There will not be an expectation that ALL Swanage children must go to the free school even if the preference is for the Purbeck School. In short, if parents express a preference for the Purbeck School this will be honoured and children will not be forced to attend any specific institution. The same applies to free transport. If a child is entitled to free transport then assuming they continue to meet the criteria, this will remain the case.

Swanage will remain in the catchment area for the Purbeck school. The only difference is it will also be in the catchment area for the free school e.g a shared catchment area.'

(email exchange with Rick Perry, Project Manager, Childrens Services Directorate, Dorset County Council 10/4/12)

Concluding thoughts:

The Swanage School document sets out that a principle is at stake. We would agree that this principle was outlined and understood by all in 2012 when DCC categorically assured the Purbeck community that there would be no change in the bus provision. The reality is that The Swanage School now find themselves in a position where they simply do not have enough parents choosing their school. The Purbeck School is cumulatively 60 students short in Years 9/10/11, these students are at The Swanage School, and we have borne the economic reductions that come with this. Over the past number of years we have cut our cloth accordingly, we have made redundancies, not replaced staff, and reduced our PAN. The Swanage School finds itself in a position that is the reality of the modern schooling system. There is no principle at stake, the only principles that are being threatened are the original principles by which The Swanage School itself had been established upon and the promises that were made by DCC.

The Purbeck School is a highly popular and educationally successful school that can offer a wide choice of subjects, extra-curricular opportunities, and a track record of excellent results that in 2016/17 significantly outperform those of The Swanage School. As a result The Purbeck School was substantially oversubscribed for 2017/18 and will endeavour to ensure that as many parents as possible receive their first choice of education for their child. We will continue to work alongside our neighbours at The Swanage School and build working





Adam Darley, Headteacher

relationships but cannot agree with their assessment of the transport needs in the region. The free school was established on the principles of local choice for the Swanage community – they are now making that choice. The transport policy should not now change because The Swanage School do not like the results.



schoolorganisation

From: Mark Woolley <mark.woolley@btinternet.com>
Sent: 11 November 2017 12:54
To: schoolorganisation
Subject: Home to School Transport Policy for 2018-2019

Dear Sirs,

We refer to the consultation you are currently holding in respect of Dorset County Council's (DCC) Home to School Transport Policy for 2018-2019 and are responding to this as follows.

We are aware that during the 2017-18 School Transport Consultation a response was received from The Swanage School which was critical of DCC's Transport Policy and called for free school transport to be withdrawn from eligible children travelling to the Purbeck School who lived closer to The Swanage School. This response was referred to in the agenda reports pack for the DCC Cabinet meeting held on 18th January 2017 where it was noted that further discussion should take place during the 2016-17 academic year ahead of further consultation in Autumn 2017, i.e. now. The Full Governing Body of the Swanage School also dealt with this subject at their meeting held on 24th May 2017 where escalating the matter, ultimately for judicial review, was openly discussed. The minutes of this meeting are publicly available on the Swanage School website.

We assume that the Swanage School will make similar representations in respect of your 2018-2019 Transport Policy. As residents of Swanage and the parents of two existing Purbeck School students we strongly feel that, for the following reasons, no changes should be made to the existing policy of providing free school transport for eligible children living in Swanage and attending the Purbeck School:

1. Written and verbal assurances were given during the Purbeck Review (reorganisation from three tier to two tier education) by DCC officers that Swanage would remain in the Purbeck School catchment area after the Swanage School was opened and that free transport would continue to be available to eligible Year 7 to Year 11 pupils.
2. The Purbeck School has served Swanage and the surrounding area well as its secondary school for over 30 years and this should continue. The Swanage School was established by members of the local community in 2013 primarily in response to the closure of Swanage Middle School and the loss of Year 7 and Year 8 education from the town. However, education for all students in Year 9 and above was relocated to Wareham as long ago as 1977. Many parents are unconvinced by the human scale education provided by The Swanage School and understandably prefer the Purbeck School's broader curriculum, larger pupil peer group and more extensive facilities. The existence of the Swanage School should not disadvantage those parents who prefer to remain with Swanage's historic catchment school.
3. The recent academic record of the Purbeck School is very good and its 2017 Progress 8 figure is 0.36 which places it as the joint second best performing school in the Dorset local education authority area (after the Woodroffe School). We note that although the 2016 Progress 8 figure for The Swanage School put it in the top performing school bracket this is certainly not the case this academic year.
4. The principle of parental choice was championed by advocates of The Swanage School when it was set up. Removal of free school transport from eligible children in Swanage travelling to the Purbeck School would remove this choice as it would in effect compel many parents to send their children to the Swanage School for personal financial reasons when they may have chosen the Purbeck School for educational reasons. The Swanage School should be promoting what they see as the relative strengths of their school and not resort to lobbying for changes to the school transport policy in order to boost intake. We feel that this reflects badly on them.

We hope that you find our response to your consultation helpful.

Kind Regards,

Sally and Mark Woolley

People and Communities Overview and Scrutiny Committee

Dorset County Council



Date of Meeting	10 January 2018
Officer	<p><u>Local Members</u> All Members</p> <p><u>Lead Directors</u> Helen Coombes, Transformation Programme Lead for the Adult and Community Forward Together Programme</p>
Subject of Report	Outcomes Focused Monitoring Report, January 2018
Executive Summary	<p>The 2017-18 Corporate Plan summarises, on a single page, the four outcomes towards which the County Council is committed to working, alongside our partners and communities: to help people in Dorset be Safe, Healthy and Independent, with a Prosperous economy. The People and Communities Overview and Scrutiny Committee has oversight of two of these corporate outcomes – Independent and Healthy.</p> <p>The Corporate Plan includes objective and measurable population indicators by which progress towards outcomes can be better understood, evaluated and influenced. No single agency is accountable for these indicators - accountability is shared between partner organisations and communities themselves.</p> <p>This is the second monitoring report against the 2017-18 corporate plan. As well as the most up to date available data on the population indicators within the “Healthy” and “Independent” outcomes, the report includes:</p> <ul style="list-style-type: none"> • Performance measures by which the County Council can measure the contribution and impact of its own services and activities on the outcomes;

	<ul style="list-style-type: none"> • Risk management information, identifying the current level of risks on the corporate risk register that relate to our outcomes and the population indicators associated with them. <p>The People and Communities Overview and Scrutiny Committee is encouraged to consider the information in this report, scrutinise the evidence and commentaries provided, and decide if it is comfortable with the trends. If appropriate, members may wish to consider and identify a more in-depth review of specific areas, to inform their scrutiny activity.</p>
<p>Impact Assessment:</p>	<p>Equalities Impact Assessment: There are no specific equalities implications in this report. However, the prioritisation of resources in order to challenge inequalities in outcomes for Dorset’s people is fundamental to the Corporate Plan.</p> <p>Use of Evidence: The outcome indicator data in this report is drawn from a number of local and national sources, including the Adult Social Care Outcomes Framework (ASCOF) and the Public Health Outcomes Framework (PHOF). There is a lead officer for each outcome whose responsibility it is to ensure that data is accurate and timely and supported by relevant commentary.</p> <p>Budget: The information contained in this report is intended to facilitate evidence driven scrutiny of the interventions that have the greatest impact on outcomes for communities, as well as activity that has less impact. This can help with the identification of cost efficiencies that are based on the least impact on the wellbeing of customers and communities.</p> <p>Risk: Having considered the risks associated with this report using the County Council’s approved risk management methodology, the level of risk has been identified as:</p> <p>Current: Medium Residual: Low</p> <p>However, where “high” risks from the County Council’s risk register link to elements of service activity covered by this report, they are clearly identified.</p> <p>Other Implications: None</p>
<p>Recommendation</p>	<p>That the committee:</p> <ol style="list-style-type: none"> Considers the evidence of Dorset’s position with regard to the outcome indicators in Appendix 1 and 2; and Identifies any issues requiring more detailed consideration through focused scrutiny activity.

Outcomes focused monitoring report

Reason for Recommendation	The 2017-18 Corporate Plan provides an overarching strategic framework for monitoring progress towards good outcomes for Dorset. The Overview and Scrutiny committees provide corporate governance and performance monitoring arrangements so that progress against the corporate plan can be monitored effectively.
Appendices	<ol style="list-style-type: none"> 1. Population and Performance January 2018 – Healthy 2. Population and Performance January 2017 – Independent 3. Financial benchmarking information: Adult Social Care
Background Papers	<p><i>Dorset County Council Corporate Plan 2017-18</i>, Cabinet, 28 June 2017</p> <p>https://www.dorsetforyou.gov.uk/corporate-plan-outcomes-framework</p>
Officer Contact	<p>Name: John Alexander, Senior Assurance Manager</p> <p>Tel: (01305) 225096</p> <p>Email: j.d.alexander@dorsetcc.gov.uk</p>

1. Corporate Plan 2017-18: Dorset County Council's Outcomes and Performance Framework

- 1.1 The corporate plan includes a set of “population indicators”, selected to measure progress towards the four outcomes. No single agency is accountable for these indicators - accountability is shared between partner organisations and communities themselves. For each indicator, it is for councillors, officers and partners to challenge the evidence and commentaries provided, and decide if they are comfortable that the direction of travel is acceptable and that effective strategies in place to drive improvement, and if not, identify and agree what action needs to be taken.
- 1.2 The October Overview and Scrutiny Committee reports moved forwards with the next, fundamental step in the development of our performance framework – the identification of **service performance measures**, which measure the County Council's own specific contribution to, and impact upon, corporate outcomes. For example, one of the outcome indicators for the “Healthy” outcome is “Under 75 mortality rate from cardiovascular disease (CVD)”. A performance measure for the County Council (or the services we commission, such as *LiveWell Dorset*) that should have an impact on this is “The proportion of clients smoking less at three months following a smoking cessation course”, since evidence shows that smoking significantly increases the likelihood of CVD.
- 1.3 Unlike with the population indicators, the County Council **is** directly accountable for the progress (or otherwise) of performance measures, since they reflect the degree to which we are making the best use of our resources to make a positive difference to the lives of our own customers and service users.
- 1.4 Where relevant, this report also presents **risk management** information in relation to each population indicator, identifying the current level of risks on the corporate register that relate to our four outcomes.
- 1.5 Efforts continue to present an analysis of the **value for money** of County Council services to sit alongside the performance information in this report. In the interim, Appendix 3 of this report provides financial benchmarking information for Adult Social Care, and Appendix 4 provides a value for money analysis of some key areas of work for the Environment and the Economy Directorate.
- 1.6 Since October, outcome lead officers have focused on ensuring that the commentaries on each page of these monitoring reports reflect the strategies the County Council has in place in order to improve each aspect of each outcome for residents. So for example, with the Cardiovascular Disease indicator discussed above, the commentary seeks to explain the strategies we have in place to make improvements – such as smoking cessation – and then report on the success of those strategies. It is therefore hoped that members will find the information in the reports even more accessible and meaningful this quarter, and as such, more helpful in informing scrutiny of progress towards outcomes.
- 1.7 Members are encouraged to consider all of the indicators and associated information that fall within the remit of this committee (**i.e. Appendices 1 and 2**), scrutinise the evidence and commentaries provided, and decide if they are comfortable with the direction of travel. If appropriate, members may wish to consider a more in-depth review of specific areas. The Planning and Scoping document developed last year will facilitate this process, should the decision be made to undertake a more detailed scrutiny exercise.
- 1.8 All of the information for each population indicator is summarised on a single page, and is now in a portrait rather than landscape orientation following feedback that previous reports have been difficult to read on mobile devices

2. Suggested areas of focus

2.1 At the beginning of both of the performance appendices to this report, there is a summary of progress with all of the population indicators and performance measures, and some suggestions for areas upon which the committee might wish to focus its consideration and scrutiny. These areas have been highlighted because they are currently showing a worsening trend. They are briefly summarised below, and full commentaries are provided within the body of the main reports, including the strategies currently in place to drive improvement.

Indicator	Summary of issues
<p>HEALTHY 01: Inequality in life expectancy between population groups - female</p>	<p>For women, there has been a sustained increase in life expectancy inequality over the last 5 years. This could be because the health of women in poorer areas has worsened, that is has improved only for women in the most affluent areas, or a combination of the two.</p>
<p>HEALTHY 02: Rate of hospital admissions for alcohol-related conditions</p>	<p>Rates of hospital admissions related to alcohol are much higher than 30-40 years ago. Admission rates remain higher for men than women, but while the rate for men is mostly static, the rate among women appears to be rising. This relates to a faster rise in average rates of drinking amongst women than men in the past 30 years.</p> <p>Performance measure: There has been a slight decline in the rate of successful completions of our alcohol treatment service over the last four quarters.</p>
<p>HEALTHY 04: Prevalence of mental health conditions</p>	<p>This indicator is based on numbers answering, "Long-term mental health problem" to the question in the GP Patient Survey "Which, if any, of the following medical conditions do you have?"</p> <p>Performance measure: There is some evidence of a downward trend in the emotional and behavioural health of looked after children.</p>

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Dorset County Council

Healthy

Outcome Sponsor – Dr David Phillips
Director of Public Health



Outcomes Focused Monitoring Report
January 2018



The following pages have been provided to summarise the current position against each outcome indicator and performance measure. This will help the council to identify and focus upon potential areas for further scrutiny. All risks are drawn from the [Corporate Risk Register](#) and mapped against specific population indicators where relevant.

Any further corporate risks that relate to the 'Healthy' outcome is also included to provide a full overview. Please note that information relating to outcomes and shared accountability can be found on the [Dorset Outcomes Tracker](#).

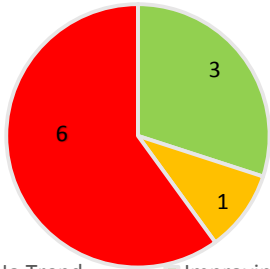
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Corporate Plan 2017-18: Dorset County Council's Outcomes and Performance Framework

HEALTHY – Executive Summary

Population Indicator (10 in total)

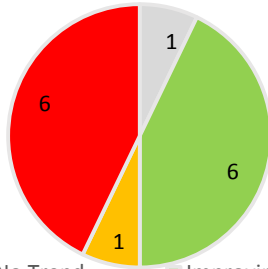


■ No Trend ■ Improving
■ Unchanged ■ Worsening

Suggested Indicators for Focus

- Inequality in life expectancy between population groups – female
- Rate of hospital admissions for alcohol-related conditions – male and female
- Prevalence of mental health conditions
- Levels of physical activity in adults

Performance Measure (Currently 14 in total)



■ No Trend ■ Improving
■ Unchanged ■ Worsening

Suggested Measures for Focus

- Inequality gap level 2 qualification
- Alcohol treatment
- Emotional and behavioural health of looked after children
- Proportion of clients increasing their physical activity at 3 months

Risk(s)

■ High ■ Medium ■ Low

Suggested Risks for Focus

There are currently no high or deteriorating risks on the corporate risk register that are associated with the HEALTHY outcome.

HEALTHY: 01 – Population Indicator Inequality in life expectancy between population groups - Outcome Lead Officer Jane Horne; Population Indicator Lead Officer David Lemon		
DORSET - Latest (March 2015) - 5.4 Male		
DORSET - Trend IMPROVING	G	
COMPARATOR - Benchmark (England) BETTER 9.2 (Average)	G	
DORSET - Latest (March 2015) - 5.0 Female		
DORSET - Trend WORSENING	R	
COMPARATOR - Benchmark (England) BETTER 7 (Average)	G	
<p>Story behind the baseline: People in Dorset generally live longer lives compared to the average for England, however there are differences in life expectancy between the most and least deprived communities in Dorset. The slope index of inequality (SII) is a high-level indicator that reflects this disparity; a value of greater than 1 indicates that those in the poorer areas have a lower life expectancy than those in the most affluent areas in Dorset, with the higher the value the greater the gap. Although the SII in Dorset is lower than the England SII for both males and females, there has been little change in the SII for males for around the last 8 years. For women, there has been a sustained increase in inequalities over the last 5 years, although this is not yet statistically significant. This could be because the health of women in poorer areas has worsened, that is has improved only for women in the most affluent areas, or a combination of the two. Differences in opportunities, in access to or take up of services, and in health outcomes along the life course all contribute to these inequalities in life expectancy. For example, those in poorer areas may find it more difficult to access or engage with traditional services; the Live Well Dorset service has focused on trying to get greater engagement in these areas. Loneliness and social isolation also affects more people in these areas. Partners with a significant role to play: Health & social care, and education services, as well as the voluntary sector and all key partners in this at both strategic and operational levels.</p>		
Performance Measure(s) – Trend Lines		
Proportion of people who use services who reported that they had as much social contact as they would like Latest Q2 2016-17 – 41.3%		
Proportion of carers who use services who reported that they had as much social contact as they would like Latest 2016-17 – 35.4%		
Proportion of clients engaging with Live Well Dorset who are from the most deprived quartile Latest Q2 2017-18 – 25.1%		
Inequality gap level 2 qualification including E & M Latest 2015-16 – 21.3%		
Corporate Risk	Score	Trend
No associated current corporate risk(s)		
Value for Money	Latest	Rank
UNDER DEVELOPMENT		
<p>What are we doing? Addressing inequalities is a statutory duty of the local authority and sets the context within which we assess other indicators and priorities. It is firmly embedded within the Dorset Joint Health and Wellbeing Strategy, and the Prevention at Scale (PAS) portfolio of the Sustainability and Transformation Plan (STP), overseen by the Dorset Health and Wellbeing Board (DHWB). DHWB brings together partners across Dorset to work collectively.</p>		

HEALTHY: 02 – Population Indicator Rate of hospital admissions for alcohol-related conditions - Outcome Lead Officer Jane Horne; Population Indicator Lead Officer Will Haydock		
DORSET – Latest (2015-16) – 690 Male		
DORSET - Trend WORSENING	R	
COMPARATOR Benchmark (England) BETTER 827 (Average)	G	
DORSET – Latest (2015-16) – 409 Female		
DORSET - Trend WORSENING	R	
COMPARATOR - Benchmark (England) BETTER 474 (Average)	G	
<p>Story behind the baseline: Rates of hospital admissions related to alcohol are much higher than 30-40 years ago, due to a combination of higher levels of alcohol consumption and improved data recording. Admission rates remain higher for men than women, but whilst the rate for men is mostly static, the rate among women appears to be rising. This relates to a faster rise in average rates of drinking amongst women than men in the past 30 years. Admission rates are highest amongst those aged 40-64; while this age group suffers the most health impacts, patterns of drinking are usually established earlier in the life course. Health harm related to alcohol is not perfectly correlated with overall levels of consumption, as other mediating factors such as diet, physical activity, smoking, and the pattern of consumption all play a role. Individuals from lower socio-economic groups are more likely to suffer harm from alcohol, despite average lower rates of consumption than other socio-economic groups.</p> <p>Partners with a significant role to play: Dorset Clinical Commissioning Group (CCG), Dorset Healthcare University Foundation Trust (providers of treatment services and health visiting / school nursing), Dorset County Hospital, Poole Hospital, The Royal Bournemouth and Christchurch Hospital, Schools and colleges, GP practices, Voluntary and Community Sector providers and Live-Well Dorset.</p>		
Performance Measure(s) – Trend Lines		
Proportion of clients of alcohol treatment service drinking less at 3 months Latest Q2 2017-18 – 57.9%		
Alcohol treatment service successful completions Latest Q2 2017-18 – 45.9%		
Corporate Risk	Score	Trend
No associated current corporate risk(s)		
Value for Money	Latest	Rank
UNDER DEVELOPMENT		
<p>What are we doing? The pan-Dorset strategy for alcohol and drugs (2016-2020) covers three themes: prevention, treatment and safety. The Live Well Dorset service supports people to reduce the amount of alcohol they drink, and our alcohol treatment services (HALO data) support those who are dependent on alcohol. Across Dorset the PAS work has a focus on alcohol, improving the identification of people at risk of future harm from alcohol and increasing the number of people connected to Live Well for support. All of which should reduce the harm related to alcohol experienced by Dorset residents.</p>		

HEALTHY: 03 Population Indicator Child and Adult excess weight - Outcome Lead Officer Jane Horne; Population Indicator Lead Officer David Lemon		
DORSET – Latest (2015-16) - 21.5 Child (4-5 year olds)		
DORSET - Trend IMPROVING	G	
COMPARATOR - Benchmark (England) BETTER 21.9 (Average)	G	
DORSET - Latest (2013-15) - 65.7 Adults		
DORSET - Trend UNCHANGED	A	
COMPARATOR - Benchmark (England) SIMILAR 64.8 (Average)	A	
<p>Story behind the baseline: Since the 1990's, rates of excess weight (overweight and obesity) have risen across England, so much so that England now has one of the highest rates of obesity in Europe. In Dorset, 21.5% of children aged 4-5 are categorised as having excess weight, 27.3% of children aged 10-11, and 65.7% of adults. Whilst some data suggests that the increase may now be plateauing, the absolute figures for overweight and obesity remain too high. Rates of excess weight are often higher in more deprived communities, and amongst ethnic minority groups, whilst children with parents who are overweight or obese are more likely to be so themselves. Obesity is associated with a range of problems. Excess weight in pregnancy increases the risk of miscarriage, stillbirth and gestational diabetes. Obese children are more likely to suffer stigmatisation because of their obesity, and adults may have significant mental ill health brought about because of obesity. Physically, there are links between obesity and type 2 diabetes, cardiovascular disease and several cancers, with a growing burden on public sector resources. For example, NHS costs attributable to overweight and obesity are projected to reach £9.7 billion by 2050, and wider costs to society estimated to reach £49.9 billion per year (Foresight 2007). Locally we may see more house-bound individuals needing care, or special equipment being needed in school rooms and gyms.</p> <p>Partners with a significant role to play: Schools – academies and local authority run, Children's centres, Dorset County Council services including transport and education, District Council services including planning, leisure and environmental health, Dorset CCG and GPs, Acute hospital trusts, Community hospitals across Dorset, Active Dorset / Sport England and Dorset Community Action.</p>		
Performance Measure(s) – Trend Lines		
Children's height and weight measurement data Latest 2015-16 – 27		
Proportion of clients making 5% weight loss Latest Q2 2017-18 – 47%		
Corporate Risk	Score	Trend
No associated current corporate risk(s)		
Value for Money	Latest	Rank
UNDER DEVELOPMENT		
<p>What are we doing? Obesity is a complex multi-faceted disorder, connected with most of the other population indicators in this section, and it requires an integrated approach to tackle. It is one of the four key lifestyle issues that the Live Well Dorset service supports people to change. As part of the Prevention at Scale portfolio of the Sustainability and Transformation Plan, overseen by the Dorset Health and Wellbeing Board, there is a focus on increasing the number of people connected to Live Well for support, with referrals from partners across the system.</p>		

HEALTHY: 04 Population Indicator Prevalence of mental health conditions - Outcome Lead Officer Jane Horne; Population Indicator Lead Officer David Lemon		
DORSET – Latest (2015-16) - 4.7%		
DORSET - Trend WORSENING	R	
COMPARATOR - Benchmark (England) BETTER 5.2% (Average)	G	
<p>Story behind the baseline: Historically mental health conditions have been recorded in a range of different ways. This indicator is based on numbers answering, "Long-term mental health problem" to the question in the GP Patient Survey "Which, if any, of the following medical conditions do you have?" It therefore provides the subjective patient experience that is a key part in building up the local picture of prevalence. It may highlight gaps between diagnosed and undiagnosed prevalence in a local area, however increasing trends may not necessarily indicate a change in population mental health, but rather improved recording. Mental health is one of the two main causes of sickness absence in the working age population, at an estimated cost of around £8 billion per year in the UK. Our childhood has a profound effect on our adult lives, and many mental health conditions in adulthood show their first signs in childhood.</p> <p>Partners with a significant role to play: Dorset Clinical Commissioning Group (CCG), Dorset Healthcare University Foundation Trust (providers of treatment services and health visiting / school nursing), Dorset County Hospital, Poole Hospital, The Royal Bournemouth and Christchurch Hospital, Schools and colleges, GP practices, Voluntary and Community Sector providers and Live-Well Dorset.</p>		
Performance Measure(s) – Trend Lines		
Number of children with Social Emotional Mental Health needs (SEMH) Latest 2016-17 – 1335		
Emotional and behavioural health of looked after children Latest Q2 2017-18 – 14.6%		
Corporate Risk	Score	Trend
No associated current corporate risk(s)		
Value for Money	Latest	Rank
UNDER DEVELOPMENT		
<p>What are we doing? Schools are the key universal service promoting young people’s emotional health and wellbeing. Our Emotional Health and Wellbeing strategy and a key strand of the Prevention at Scale work, connected closely with the Children's Alliance for Dorset, is a focus on developing improved pathways and support to improve child mental health and wellbeing, including risk taking behaviour, using the THRIVE model across the whole system.</p>		

HEALTHY: 05 Population Indicator Under 75 mortality rates from cardiovascular diseases - Outcome Lead Officer Jane Horne; Population Indicator Lead Officer David Lemon		
DORSET – Latest (2016) 54.8 - Male		
DORSET – Trend IMPROVING	G	
COMPARATOR - Benchmark (England) BETTER 76.7 (Average)	G	
DORSET – Latest (2016) 15.6 Female		
DORSET - Trend WORSENING	R	
COMPARATOR - Benchmark (England) BETTER 26.5 (Average)	G	
<p>Story behind the baseline: Whilst rates of premature mortality from cardiovascular disease (CVD) nationally have been falling significantly over the last five decades, this remains the second biggest cause of death nationally after cancer. The dramatic reductions in deaths have been due to reductions in smoking, better management of cholesterol and hypertension, and improved treatments following a heart attack or stroke. However, the decline in deaths has flattened out in more recent years as improvements in these factors have been increasingly offset by increases in obesity and diabetes and reductions in physical activity. Although rates in Dorset overall are significantly lower than the England average, there is significant variation between and within districts, with rates from GP practices in the most deprived communities being 3-4 times that in the least deprived communities. CVD is the biggest contributor to inequalities in life expectancy.</p> <p>Partners with a significant role to play: To influence the factors identified as contributory to premature deaths from diabetes and CVD we have identified a wide range of key partners and stakeholders we need to work with including Dorset CCG, Dorset County Hospital, Poole Hospital, Royal Bournemouth Hospital, GP practices, Smoking cessation services, Live-Well Dorset, Schools and colleges, Voluntary sector, Local planning authorities and Employers.</p>		
Performance Measure(s) – Trend Lines		
Proportion of clients smoking less at 3 months following smoking cessation course Latest Q2 2017-18 – 36.6%		
Corporate Risk	Score	Trend
No associated current corporate risk(s)		
Value for Money	Latest	Rank
UNDER DEVELOPMENT		
<p>What are we doing? Many of the actions we take to prevent CVD need to start early, in pregnancy or childhood, and link with the other population indicators in this section. Healthy behaviours in childhood and the teenage years also set patterns for later life. The Live Well Dorset service supports people to change four key lifestyle issues: stopping smoking, reducing alcohol intake, increasing physical activity and healthy weight. A key focus of the PAS STP work overseen by the DHWB, is to increase the number of people connected to Live Well for support, with referrals from partners across the system.</p>		

HEALTHY: 06 Population Indicator Levels of physical activity in adults - Outcome Lead Officer Jane Horne; Population Indicator Lead Officer David Lemon

DORSET – Latest (2014-15) - 58.2%		
DORSET - Trend WORSENING	R	
COMPARATOR - Benchmark (England) BETTER - 57.7% (Average)	G	

Story behind the baseline: In May 2016 Sport England published ‘Sport England: Towards an Active Nation Strategy 2016-2021’. Notable parts of this include physical activity, focussing more money and resources in tackling inactivity and investing in children and young people from the age of five outside the school curriculum. Active Dorset has tendered for a Sport and Leisure facilities Assessment and Strategy covering the six Dorset district councils. The County Council has supported this as it will provide a useful analysis at both district and county level. The Dorset Joint Health and Wellbeing Strategy, PAS and the STP all have a focus on increasing physical activity. Benefits of increased physical activity include reduced risk from CVD, diabetes, many musculoskeletal conditions and improved mental wellbeing, so there is a link with many of the other population indicators in this section.

Partners with a significant role to play: Dorset Clinical Commissioning Group (CCG), Dorset Healthcare University Foundation Trust (health visiting/school nursing), Schools and colleges, GP practices, Voluntary and Community Sector providers and Live-Well Dorset.

Performance Measure(s) – Trend Lines

Good landscape condition in AONB Latest 2007	
Proportion of clients increasing their physical activity at 3 months Latest Q2 2017-18 – 47.2%	
Interim Rights of Way measure 2016 Jobs Logged = 3111 Jobs Completed = 3400	

Corporate Risk	Score	Trend
No associated current corporate risk(s)		
Value for Money	Latest	Rank
UNDER DEVELOPMENT		

What are we doing? This is one of the lifestyle issues that the Live Well Dorset service supports people to change, and there is work with partners across the system to recognise the many opportunities available to people, including using local rights of way and green space. This is a key part of the Healthy Places work stream of PAS, which also refers to active travel. DHWB oversees the PAS portfolio and brings together partners across Dorset to work collectively on these issues.

Corporate Risks that feature within HEALTHY but are not assigned to a specific POPULATION

INDICATOR (All risks are drawn from the [Corporate Risk Register](#))

07f – Failure to successfully implement the Dorset Care record (cost; time; quality) with partners	MEDIUM	UNCHANGED
11m – Structure of commissioning team does not align to future strategy	LOW	UNCHANGED

Key to risk and performance assessments

Corporate Risk(s)		Trend	
High level risk in the Corporate Risk Register and outside of the Council's Risk Appetite	HIGH	Performance trend line has improved since previous data submission	IMPROVING
Medium level risk in the Corporate Risk Register	MEDIUM	Performance trendline remains unchanged since previous data submission	UNCHANGED
Low level risk in the Corporate Risk Register	LOW	Performance trendline is worse than the previous data submission	WORSENING

Responsibility for Indicators and Measures

<p>Population Indicator relates to ALL people in each population</p> <p>Shared Responsibility Partners and stakeholders working together</p> <p>Determining the ENDS <i>(Or where we want to be)</i></p>	<p>Performance Measure relates to people in receipt of a service or intervention</p> <p>Direct Responsibility Service providers (and commissioners)</p> <p>Delivering the MEANS <i>(Or how we get there)</i></p>
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Dorset County Council

Independent

Outcome Sponsor – Helen Coombes
Interim Transformation Programme Lead



Outcomes Focused Monitoring Report
January 2018

 **Forward Together**



The following pages have been provided to summarise the current position against each outcome indicator and performance measure. This will help the council to identify and focus upon potential areas for further scrutiny. All risks are drawn from the [Corporate Risk Register](#) and mapped against specific population indicators where relevant.

Any further corporate risks that relate to the 'Independent' outcome is also included to provide a full overview. Please note that information relating to outcomes and shared accountability can be found on the [Dorset Outcomes Tracker](#).

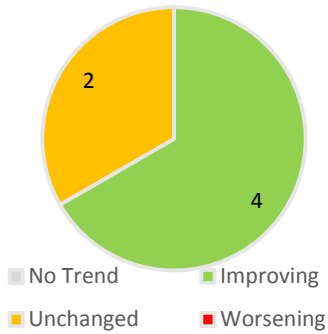
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Corporate Plan 2017-18: Dorset County Council's Outcomes and Performance Framework

INDEPENDENT – Executive Summary

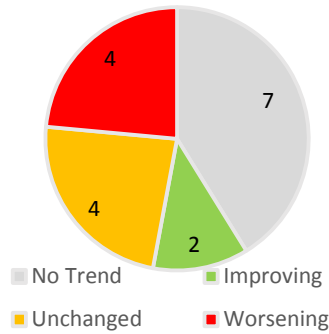
**Population Indicators
(6 in total)**



Suggested Indicators for Focus

There are no population indicators that suggest specific further focus is required at this stage.

**Performance Measures
(Currently 17 in total)**



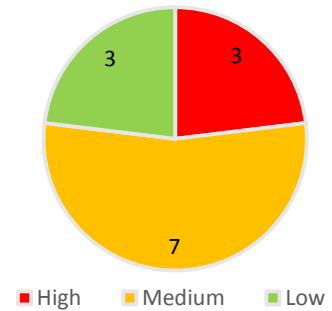
Suggested Measures for Focus

% of 2 year old children benefiting from funded early education

Total secondary absence

Proportion of people who use services, and carers, who find it easy to find information about services

**Risks
(Currently 13 in total)**



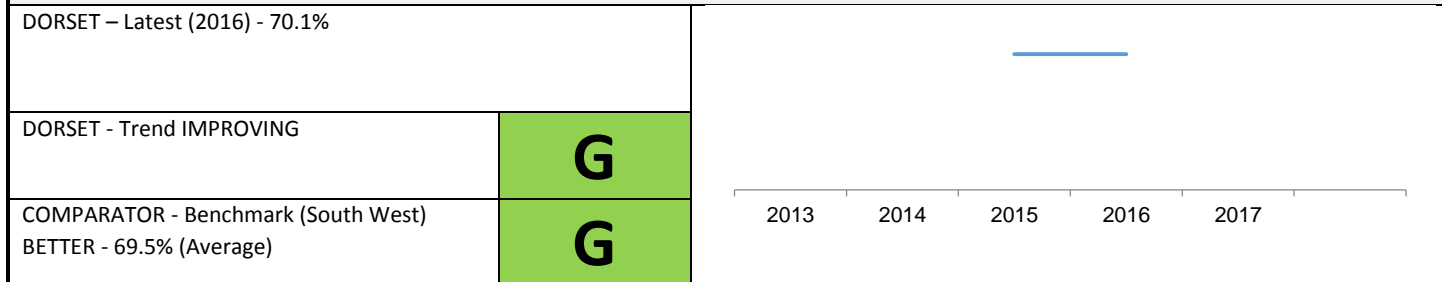
Suggested Risks for Focus

01c Failure to ensure that learning disability services are sustainable and cost-effective

02e Failure to meet statutory and performance outcomes for young people in transition

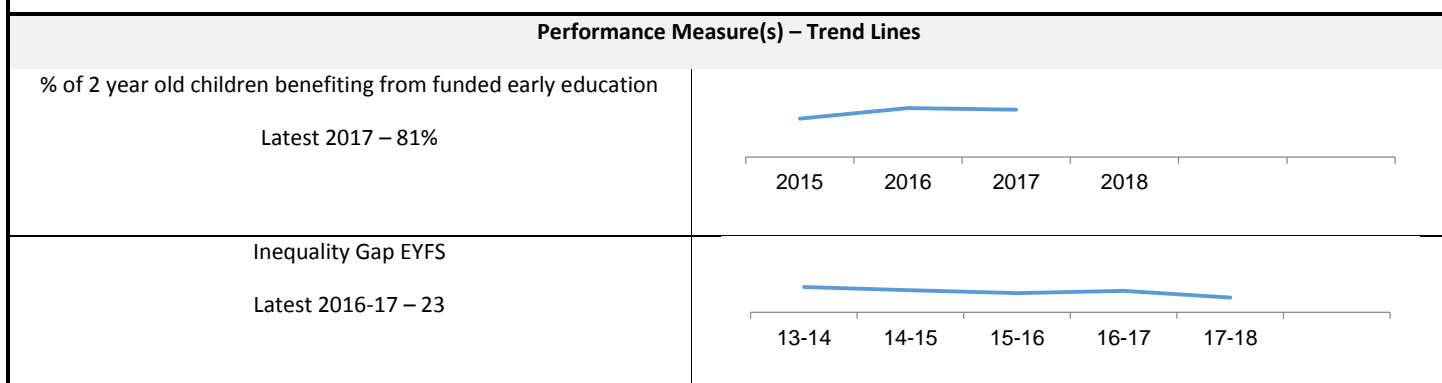
01b Poor performance of the Better Care Fund

INDEPENDENT: 01 Population Indicator Percentage of children 'ready to start school' by being at the expected level at Early Years - Outcome Lead Officer Sally Longman; Population Indicator Lead Officer Claire Shiels



Story behind the baseline: This indicator helps us to understand school readiness and is made up of the building blocks for child development. School readiness starts at birth with the support of parents and carers, when young children acquire the social and emotional skills, knowledge and attitudes necessary for success in school and life. Children who don't achieve a good level of development at age five can struggle with social skills, reading, maths and physical skills. Although performance overall is good and improving, children from the poorest households do less well at this stage, as do children with special educational needs. Girls tend to better than boys and Gypsy/Roma/Traveller families do less well than white British children. Those that don't reach a good level of development are already behind their peers so start school life with more ground to catch up and inequalities can continue throughout school life. School readiness at age five has a strong impact on future educational attainment and life chances.

Partners with a significant role to play: Parents/Carers; early years providers, children's centres, schools, health visitors, Job Centre Plus/Department for Work and Pensions, adult training providers, libraries, leisure providers (including parks and play areas), planning departments and housing developers. There is strong evidence that investment in the early years, including targeted parenting programmes, has a significant return on investment.



Corporate Risk	Score	Trend
No associated current corporate risk(s)		
Value for Money	Latest	Rank
UNDER DEVELOPMENT		

What are we doing? Good quality universal health care and childcare for pre-school children promotes school readiness. Parents and carers can provide a range of experiences and positive reinforcement through good communication, story-telling, and opportunities for play. The proportion of 2 year olds benefiting from funded early education is in the highest quartile nationally and access to high quality early years education is important in closing the inequality gap.

INDEPENDENT: 02 Population Indicator Percentage of children with good attendance at school - Outcome Lead Officer Sally Longman; Population Indicator Lead Officer Claire Shiels

DORSET – Latest (2015-16) 95.3%		
DORSET - Trend UNCHANGED	A	
COMPARATOR - Benchmark (Statistical Neighbour) SIMILAR 95.5% (Average)	A	

Story behind the baseline: Good school attendance is important to ensure that children get the most important start in life. Children who miss school often fall behind and there is a strong link between good school attendance and achieving good results at GCSE. Good attendance at school is also linked to preparing for adulthood and employment opportunities later in life. **Total absence from school in Dorset (across all schools) is 4.7%, like levels nationally and regionally.** Much of the work children miss when they are off school is never made up, leaving these pupils at a considerable disadvantage for the remainder of their school career.

Responsibility for pupil attendance primarily rests with the parent/carer, with schools responsible for monitoring and encouraging attendance where there are problems. The local authority will support this role through the offer of early help where appropriate and providing an enforcement role regarding parents/carers who fail to ensure that their children attend school regularly.

Partners with a significant role to play: Schools, school governors, parents/carers, alternative education providers, voluntary and community sector, youth providers, early year’s settings, children’s centres, health visitors, police, youth offending service.

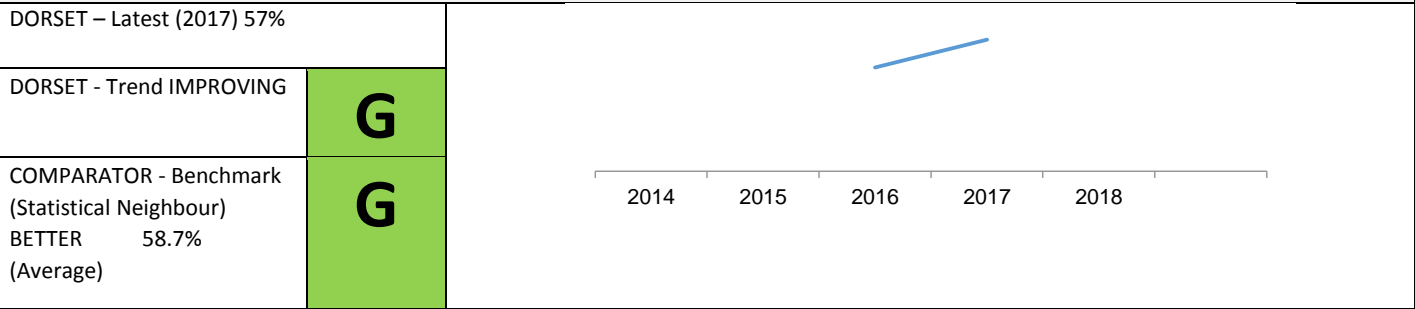
Performance Measure(s) – Trend Lines	
Total Primary Absence Latest 2015-16 – 4	
Total Secondary Absence Latest 2015-16 – 5.4	
Looked after Children Overall Absence Latest 2015-16 – 4	

Corporate Risk	Score	Trend
No associated current corporate risk(s)		
Value for Money	Latest	Rank
UNDER DEVELOPMENT		

- What are we doing?**
- Trade an attendance service to schools
 - Issuing penalty notices to parents
 - Providing early help through Family Partnership Zones
 - Providing intensive family support packages through Dorset Families Matter (our local Troubled Families Programme)

INDEPENDENT: 03 Population Indicator Percentage achieving expected standard at KS2 in reading, writing and maths -

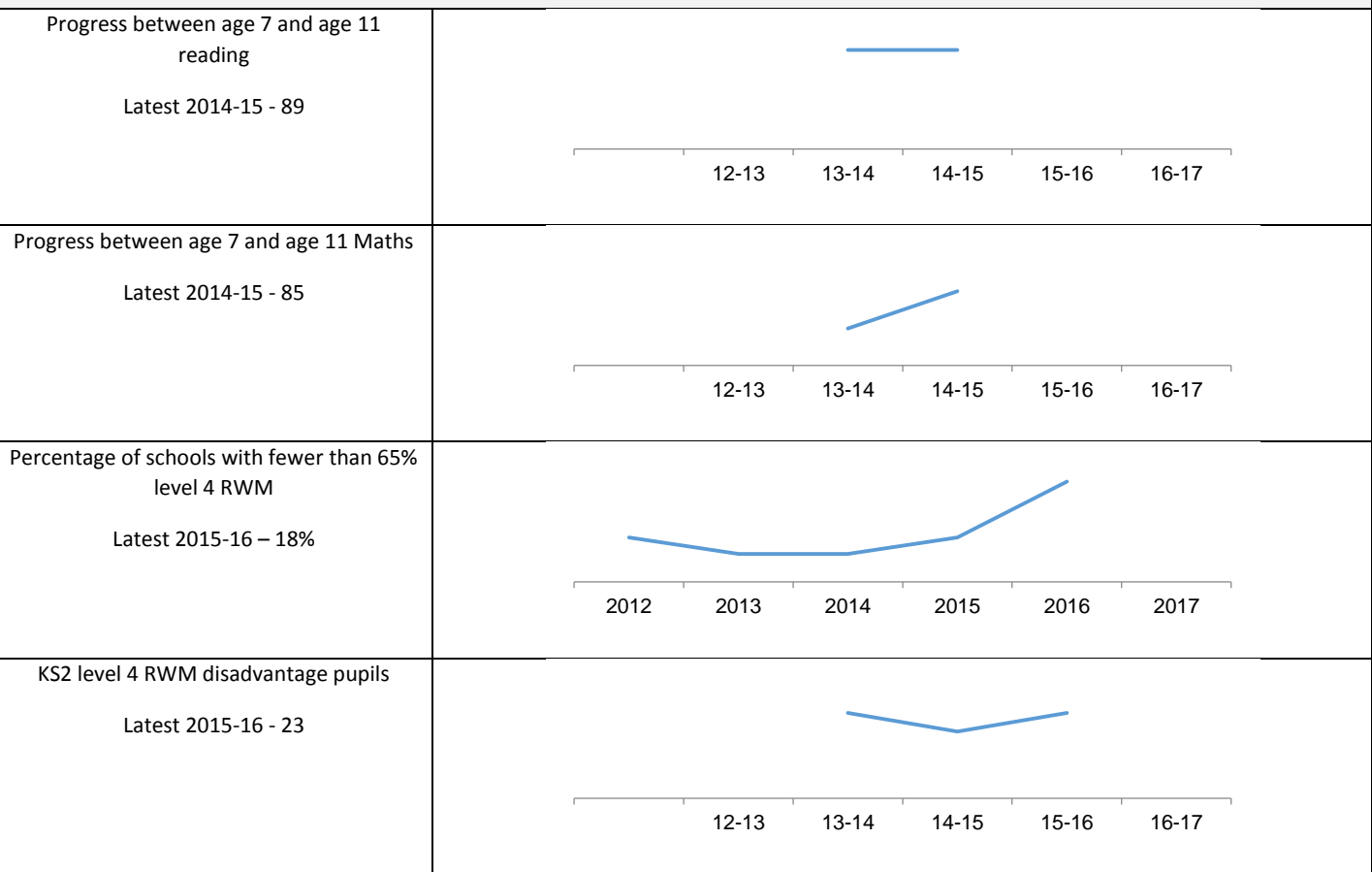
Outcome Lead Officer Sally Longman; Population Indicator Lead Officer Claire Shiels



Story behind the baseline: Standardised Assessments are undertaken in Year 6 or Key Stage 2. For the first time in 2016 they were used to test the understanding of understanding of the national primary curriculum. Achievement at Key Stage 2 influences pupil’s attainment at GCSE as well as a range of other outcomes. Disadvantaged pupils are less likely to achieve well at KS2.

Partners with a significant role to play: Schools, school governors, parents/carers, voluntary and community sector, early year’s settings, children’s centres, health visitors and school nurses.

Performance Measure(s) – Trend Lines



Corporate Risk	Score	Trend
No associated current corporate risk(s)		
Value for Money	Latest	Rank
UNDER DEVELOPMENT		

What are we doing?

Still awaited

INDEPENDENT: 04 Percentage of 16-18 year olds not in education, employment or training (NEET) - Outcome Lead Officer Sally Longman; Population Indicator Lead Officer Claire Shiels

DORSET – Latest (2016) 2.6%		
DORSET – Trend IMPROVING	G	
COMPARATOR – Benchmark (South West) BETTER 2.9% (Average)	G	

Story behind the baseline: The number and proportion of (academic age) 16 and 17 year olds who are NEET continues to remain below the England average. It is also slightly lower than the previous year. When you look further you see that there has been a small increase in the 17-year-old NEETs. High concentrations of NEET young people remain in Purbeck, Christchurch and Chesil areas of Dorset. The number of young people who are NEET and seeking work is lower than England (Dorset 1.6%; England 1.9%). The proportion of young people who are NEET and not available to the labour market due to illness, pregnancy or parenthood is low and reflects the national proportions.

Partners with a significant role to play: Young people, parents, schools, FE Colleges and educational institutions, VCS sector, Family Partnership Zones, LEP and ESB, Economic Development roles in District Councils, Ansbury Guidance (Provider of Information, Advice and Guidance to Vulnerable young people).

Performance Measure(s) – Trend Lines

Percentage of offers of education or training made to 16-17 year olds Latest –	
Percentage of 16-17 year olds in jobs without training Latest 2017 – 2.7%	
Percentage of 16-17 year olds NEET re-engaged Latest 2017 – 0.4%	
Percentage of care leavers that are NEET Latest 2017 – 14.5%	

Corporate Risk	Score	Trend
CS04 Performance targets for young people in jobs without training are not in line with national average	MEDIUM	UNCHANGED
Value for Money	Latest	Rank
UNDER DEVELOPMENT		

What are we doing?

Still awaited

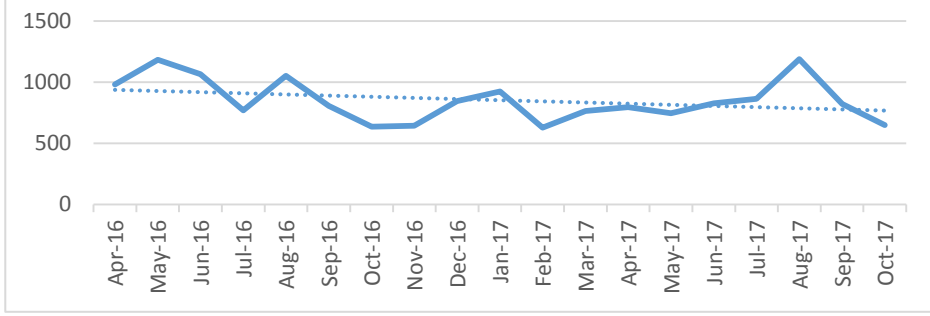
INDEPENDENT: 05 Population Indicator Delayed transfers from hospital care (number of bed days) - Outcome Lead Officer Sally Longman; Population Indicator Lead Officer Harry Capron

DORSET – Latest (Oct 2017) 650 (Total bed days delayed Adult Social Care and jointly attributable)

DORSET - Trend IMPROVING

G

COMPARATOR – National Ranking based on Oct 2017 published data = 125th (compared to 139th Oct 2016) – Trend IMPROVING



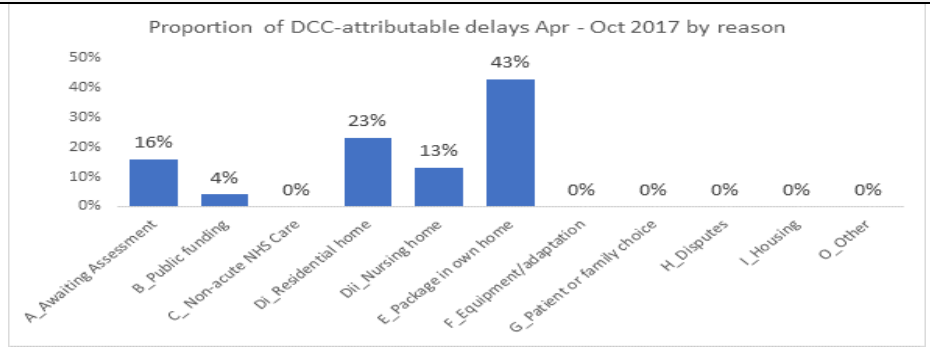
Story behind the baseline: In the previous update, we reported that our performance in 2016-17 had led to a letter of congratulation from Jeremy Hunt in June as we were the council with the best improvement in the number of patients experiencing Delayed Transfers of Care (DToc) across the whole of England for quarter 4 compared to last year. In September 2017 we submitted, with partners, a new Pan-Dorset Better Care Fund Plan. The plan laid out amongst other things our approach to delayed transfers and set a monthly trajectory for delayed days that would be required for us to achieve a challenging 3.5% target of bed days taken up by DTOCs. Our monthly performance has been steady throughout the year, and not out of line with previous years, but has been above our BCF trajectory every month. We saw a spike in August, with 1,189 days recorded. Since then, our performance has settled back to usual levels. In fact, our local data (pending publication of official data) indicates continued improvement in Q3.

“Awaiting package in own home” is by far the biggest delay reason attributed this year, counting for 47% of delays. Of that, around 55% were due to awaiting Reablement. The next biggest reason is “Awaiting Placement in Residential Home”. A lot of work is being carried out to make improvements to the DTOC pathway, including through a ‘DTOC and Reablement Project Implementation Group’ which met for the first time on 11 Dec 2017. A multi-disciplinary group of partners met on 4 Dec 2017 to begin working together on the identification of Self Funders and the design of advice and information pathways. This included a presentation about the ‘Prepare to Live Better’ campaign. DCLG has also recognised the improvements we have made and confirmed that there will be no impact on our additional iBCF funding allocation for 2018-19.

Partners with a significant role to play: Adult Social Care, Acute and Community Hospitals, Reablement Service, residential and domiciliary care providers, GP surgeries, Clinical Commissioning Group, Early Help services.

Performance Measure(s) – Trend Lines

The rate of delayed transfers from hospital care (DCC attributable) analysed by reason for delay



People receive early help and advice around planning for future care needs (self-funders) (see commentary above)



Corporate Risk	Score	Trend
01b Poor performance of the Better Care Fund	HIGH	UNCHANGED
Value for Money	Latest	Rank
UNDER DEVELOPMENT		

What are we doing? There is considerable focus on delayed transfers at present, with many short and medium term workstreams aiming to further improve our internal processes, working with our health partners and ultimately improving our performance further. During the year there has been a focus on getting the data to tell the real story which it now does. The next phase will be to operationalise plans to ensure that the improvements deliver to the proposed trajectory agreed under the Better Care Fund (BCF). To achieve this, we have agreement with all Acute Trusts and Dorset Healthcare University Foundation Trust to sign off and implement high impact change plans, an implementation and monitoring group has been established to assess and monitor the impact of these changes on delayed transfers. Including the further development of Reablement and community rehabilitation pathways and longer term the development of an integrated approach to discharge to assess to facilitate timely discharge. In addition to this we now have all Acute and Community hospitals working to a DTOC sign off pathway which includes out of county hospitals, Salisbury and Yeovil. So that all delays are agreed before submission to NHS England. Regionally we are also working together to share good practice and monitor performance.

INDEPENDENT: 06 Population Indicator Proportion of clients given self-directed support - Outcome Lead Officer Sally Longman; Population Indicator Lead Officer Harry Capron			
DORSET – Latest (Q2 2017-18) - 96%			
DORSET Trend UNCHANGED			A
COMPARATOR – Benchmark (England) BETTER – 89.4% (Average)			G
<p>Story behind the baseline: Work is still being undertaken to keep the strong focus on personalisation, Individual Service Funds (ISF's) are being offered as an alternative delivery mechanism to direct payments. New care pathways / interventions are also being designed by partner organisations and once established the impact of the changes on this indicator are to be assessed. The implementation of our new integrated case management system, MOSAIC, may also change data reported for the remainder of the year and onwards as information collection will be different. We will also be monitoring the impact of the implementation of the Dorset Care Framework (DCF) on the uptake of direct payments as in previous changes to frameworks we have seen a slight uptake in direct payments where individuals wish to stay with existing providers.</p> <p>Partners with a significant role to play: Early Help Services, Residential and Domiciliary Care Providers, Clinical Commissioning Group, Primary & Secondary Health Services, Voluntary and Community Sector, Telecare providers.</p>			
Performance Measure(s) – Trend Lines			
Proportion of people who use services, and carers, who find it easy to find information about services Latest 2016-17 (Annual Measure) – 72.1%			
Proportion of clients given direct payments Latest Q2 17-18 – 22%			
Corporate Risk	Score	Trend	
03c Failure to meet primary statutory and legal care duties -Mental Capacity Act/Deprivation of Liberty Safeguards	MEDIUM	IMPROVING	
03d Breach of the Deprivation of Liberty Safeguards (Community DOLs)	MEDIUM	UNCHANGED	
07g Failure to develop Sustainability and Transformation Plans to achieve place based commissioning as part of the integration with health	MEDIUM	IMPROVING	
11e Market failure (supply chain) with negative effect on service delivery within Adult and Community Services	LOW	UNCHANGED	
Value for Money	Latest	Rank	
UNDER DEVELOPMENT			
<p>What are we doing? A public consultation carried out in Dorset in February 2017 identified that only 18% of respondents could easily find information and advice they trust about adult social care and their general well-being. Over 35% found it difficult to find this information and advice. The “my Life, My Care” website, other websites and leaflets were the most popular ways for people to find information. One of the responses we are developing is a new self-funder pathway to help people of independent means to make better informed choices about their care and costs involved – and to reduce the financial consequences for the council of them running out of money whilst still receiving care. The Directorate has also implemented an initial six-month campaign “Prepare to Live Better” which aims to educate people about the changing landscape of social care and encourage them to make financial provisions for their future care needs. Our key message is “Promoting Independence” so people become fitter and healthier. The campaign encourages people to start planning earlier so they and their families are prepared for the future. A carers workshop has been held to review the structure and type of information carers feel that they need. The outcome of this will be used to develop a new carers information hub on Dorset for You. Feedback about the current “My Life, My Care” carers hub was largely positive, particularly the way information is written. Most carers felt that they had little or no information about medical conditions and the impact this would have on the person they care for, at the point of diagnosis. About the uptake of Direct Payments, the commissioning team are reviewing the current mechanisms supporting personalisation with a view to both supporting an increased uptake, as well as developing the provider market. The community provision will be supported by proposed work with Community Catalysts to develop very local micro enterprise for formal and informal care.</p>			

Corporate Risks that feature within INDEPENDENT but are not assigned to a specific POPULATION INDICATOR (All risks are drawn from the [Corporate Risk Register](#))

01c Failure to ensure that learning disability services are sustainable and cost-effective	HIGH	UNCHANGED
02e Failure to meet statutory and performance outcomes for young people in transition	HIGH	UNCHANGED
01k Negative financial impact as we reshape our services to ensure they are care act compliant	MEDIUM	UNCHANGED
07c Failure of the Early Help partnership	MEDIUM	UNCHANGED
07h Lack of momentum in agreeing the joint funding protocol with the CCG	MEDIUM	NEW
CS07 Increase in adverse judgements in relation to SEN decisions	LOW	UNCHANGED
CS08 Increase in adverse judgements re provision for children out of schools	LOW	UNCHANGED

Key to risk and performance assessments

Corporate Risk(s)		Trend	
High level risk in the Corporate Risk Register and outside of the Council's Risk Appetite	HIGH	Performance trend line has improved since previous data submission	IMPROVING
Medium level risk in the Corporate Risk Register	MEDIUM	Performance trendline remains unchanged since previous data submission	UNCHANGED
Low level risk in the Corporate Risk Register	LOW	Performance trendline is worse than the previous data submission	WORSENING

Responsibility for Indicators and Measures

<p>Population Indicator – relates to ALL people in each population</p> <p>Shared Responsibility - Partners and stakeholders working together</p> <p>Determining the ENDS <i>(Or where we want to be)</i></p>	<p>Performance Measure – relates to people in receipt of a service or intervention</p> <p>Direct Responsibility - Service providers (and commissioners)</p> <p>Delivering the MEANS <i>(Or how we get there)</i></p>
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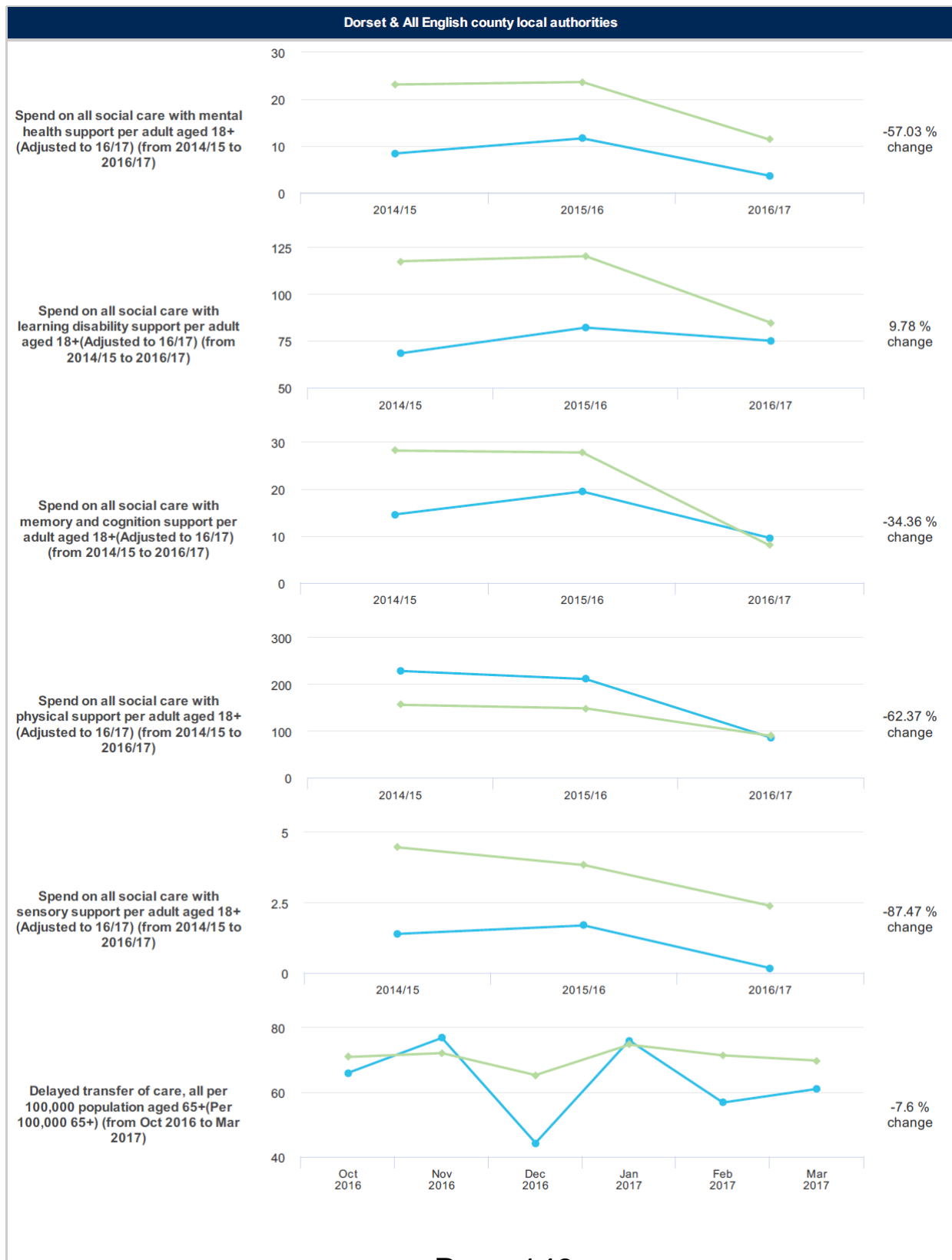
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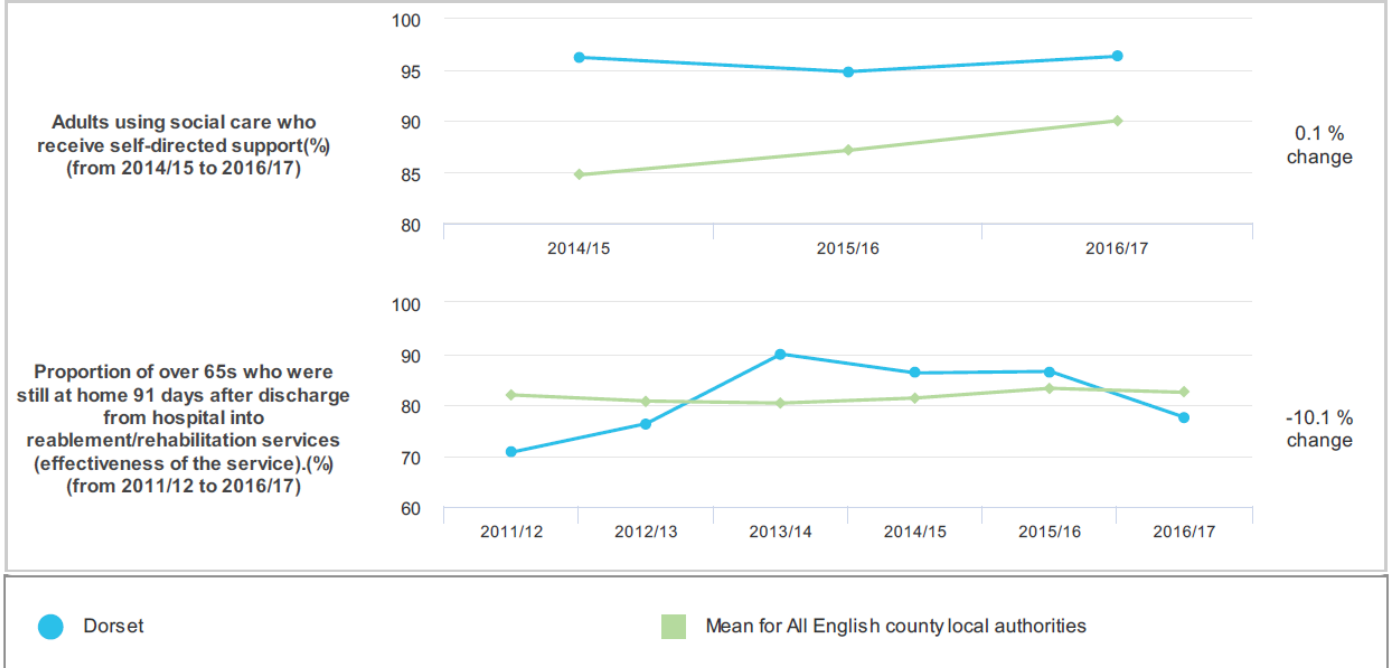
Demographic change and financial constraints may create significant pressures for adult social care services. By using the reports menu you can see more information about spending on, and performance for, one of the five client groups (mental health, learning disability, memory and cognition support, physical support and sensory support). From 2014/15 onwards data for adult social care is collected in a new data return, Adult Social Care Finance Return (ASC-FR). Comparable data is not available for earlier years.

Where possible, historical data is adjusted for inflation using GDP deflator factors to allow a more accurate comparison of over time in real terms.

You can view a metric in detail by clicking on the metric name.



Dorset & All English county local authorities



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Value for Money Measures

Environment and Economy – January 2018

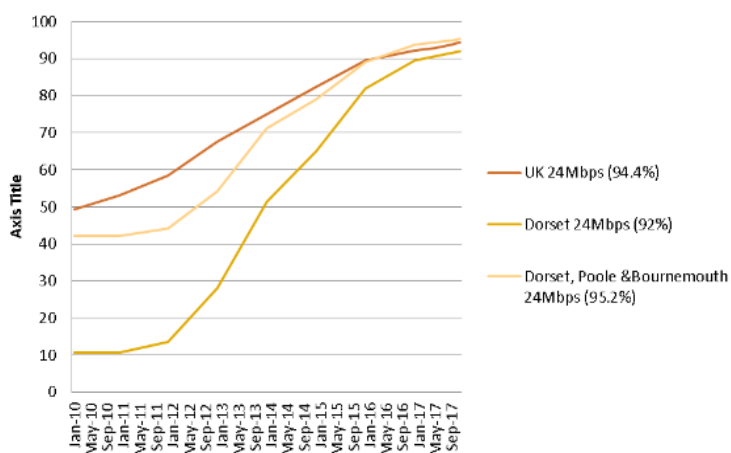
Coverage of Superfast Broadband

What it tells us: The impact of investment in high levels of fixed line broadband access over 24 Megabits per second (Mbps)

What it doesn't tell us: Benefits come from take up and skilled use of advanced digital services, data is only available for take up on subsidised network infrastructure not across the whole of Dorset

What it means: Digital infrastructure is an enabling infrastructure from which other sectors benefit.

Percentage of fixed line superfast broadband coverage (Nov 2017)

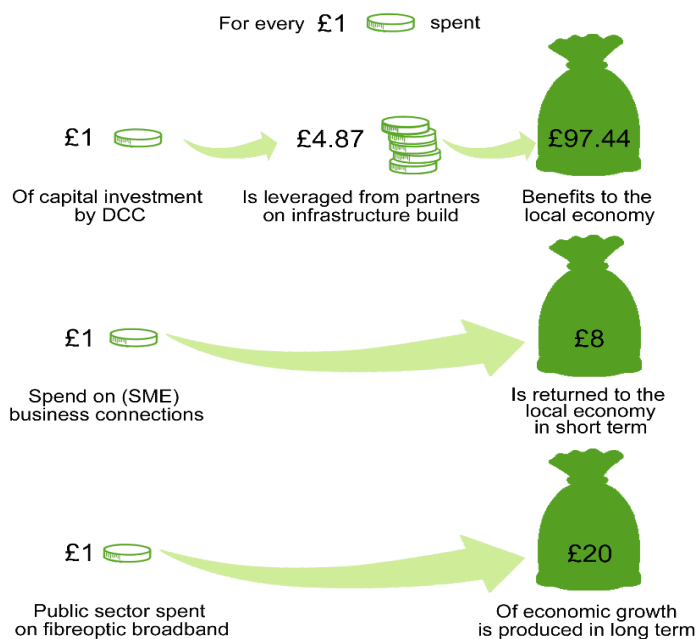


Impact of investing in Superfast Broadband

What it tells us: That the money (£8.6m) invested by DCC levers in a huge investment from other partners and significant benefits to the local economy.

What it doesn't tell us: How many businesses may have been lost because connection is poor. How much demand is still unmet.

What it means: The County Council is making a significant contribution towards making Dorset more productive, more competitive, and better able to attract and grow new businesses.



Dorset Highways Efficiency (Carriageway Maintenance)

What it tells us: How efficiently we deliver our carriageway maintenance function compared to approx. 90 other authorities (on an annual basis – used for DfT Self-Assessment programme for incentivised funding). Rating shows how close an authority is to their theoretical minimum cost, represented by 100%. To aid comparison ratings are categorised into Bands (A top quartile, D bottom quartile).

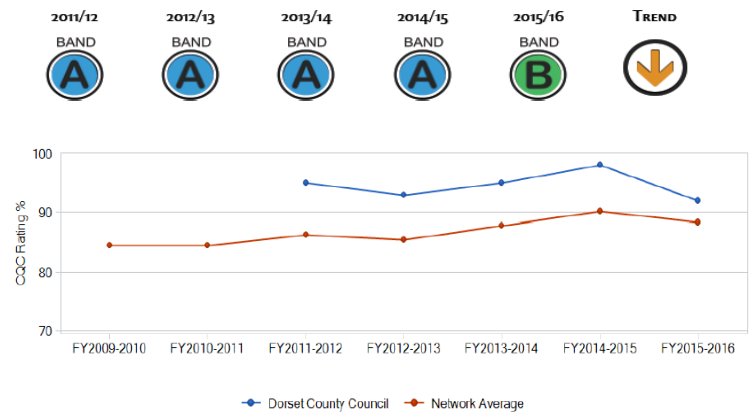
What it doesn't tell us: The statistical model for this exercise is administered by Leeds University. There is still further work to be done to refine the model and methodology to help understand the reasons for change and difference between authorities. Whilst the model considers various factors and statistically adjusts them to compare authorities against an "average minimum cost" to allow fair cost comparisons (such as, network size, traffic, rural/urban split, etc.) it may also still include some factors outside of our control, which may impact on the efficiency score. Once finalised, looking to roll out to other asset groups within Highways. The final 2016-17 report is due in January.

What it means: Comparing expenditure (capital & revenue) with highway condition and customer satisfaction it shows that Dorset is above average for delivery of our carriageway maintenance function. Slight drop in 2015-16 due to drop in customer satisfaction.

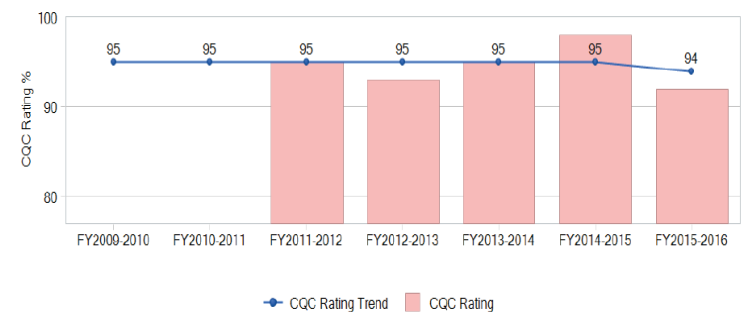
For information – Dorset Highways takes part in many benchmarking exercises. Therefore, further comparisons against our peers is available on request. Further work is also ongoing looking at the correlations between different performance measures (e.g. defects/claims/customer satisfaction).

CQC – Cost, Quality, Customer

Bandings and line chart below represent Dorset's efficiency score when compared to other authorities and the network average.



Graph below shows change in CQC rating over time using a statistical trend line.



DMG Benchmarking Headlines

The top-level headlines below may also help explain our efficiency in delivering our carriageway maintenance function for 2016/17.

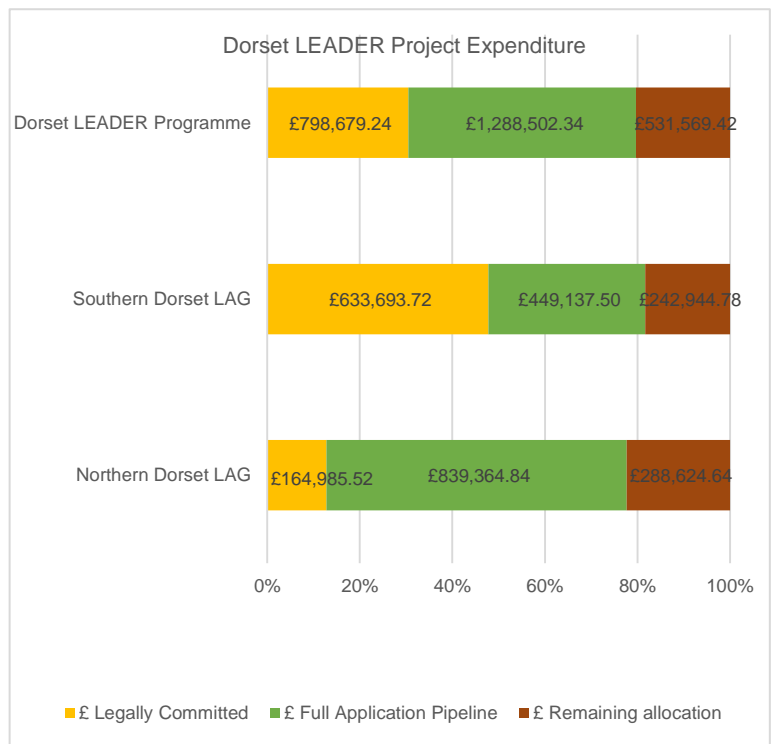
- 2nd lowest revenue works budget (per km) of 18 authorities.
- 9th lowest structural maintenance budget (per km), of 18 authorities, and below average.
- Ranked 15/19 for principal road in need of maintenance (although data range is quite close between authorities).
- 8/19 for non-principal roads in need of maintenance.
- 8/19 for unclassified roads in need of maintenance.
- 10/18 for public satisfaction with road condition and 7/18 for satisfaction with the quality of repair to roads.

Dorset LEADER

What it tells us: LEADER is an EU funded rural development programme, focussed on investment to achieve economic growth. The chart illustrates the amount of funding contracted to projects, the amount tentatively allocated to projects in the pipeline, and the remaining budget to be allocated to projects.

What it doesn't tell us: That all projects are assessed against value for money criteria as part of the assessment process. Neither does it show the impact of the investment in projects. This is being reported and monitored, though most projects are still in the early stages of delivery.

What it means: The proportion of funds committed has increased from £656,000 in Q2 to £799,000 in Q3. The increase in projects in the pipeline reflects a concerted effort to bring projects forward and has reduced the overall remaining allocation to 20% of budget.

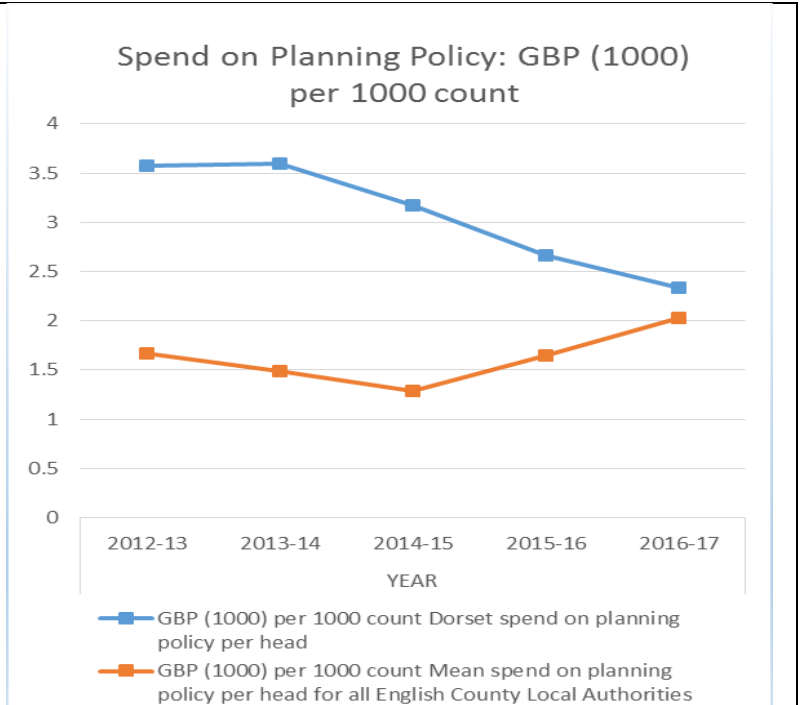


Spend on Planning Policy

What it tells us: Dorset has seen a reduction in spend on planning policy per head of population. Nationally there has been an upturn so the gap has narrowed significantly.

What it doesn't tell us: Dorset has one of the most diverse range of minerals in the country which places a demand upon planning resources. Dorset also receives income from Bournemouth and Poole for delivering the planning policy function on their behalf.

What it means: The planning policy function represents good (and improving) value for money in real terms. However, the benchmark group does also include unitary authorities which have a wider range of planning powers.



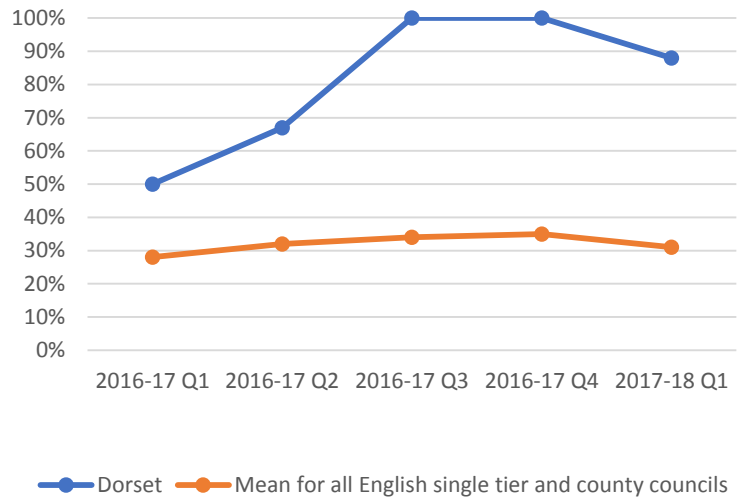
County Matters Applications Determined in a Timely Manner

What it tells us: Dorset is currently performing better than the national average for in the determination of county matters planning applications.

What it doesn't tell us: County matters applications are relatively low in number but high in complexity so performance can be affected by small variations in determination rates.

What it means: The County Council has seen actual and relative improvements in the determination rate of 'major' county matters planning applications. However, the benchmark group does also include unitary authorities which have a wider range of planning powers.

County Matters Planning Applications Determined in a Timely Manner



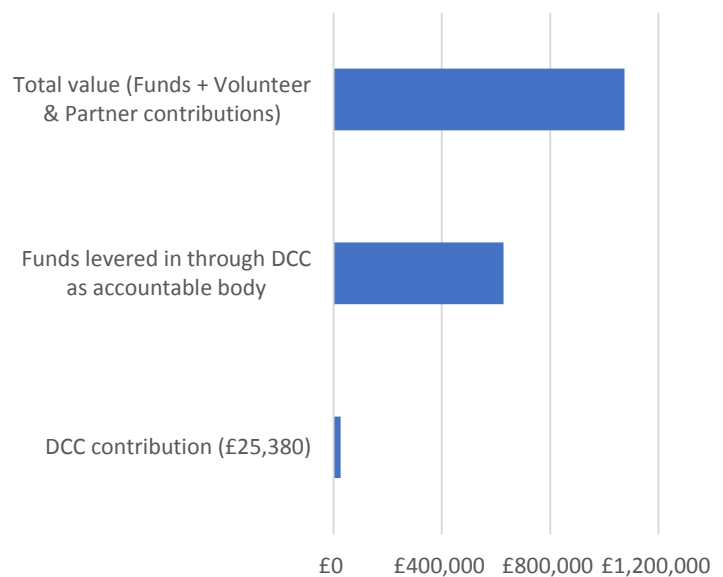
Economic Leverage of County Council contribution to Dorset AONB in 2016-17

What it tells us: The AONB is an effective vehicle for drawing external funds into Dorset for environmental management - each £1 committed by DCC generates £24 in direct spend or £43 in total value.

What it doesn't tell us: The AONB influences £65M in economic output annually (source: Ash Futures, *Dorset's Environmental Economy*, 2015). This broader study cannot be repeated regularly but illustrates the wider value of the AONB's designated landscape.

What it means: The County Council's contribution to the AONB is modest but enables a much higher level of investment in Dorset's landscape which in turn contributes to corporate outcomes on health, wellbeing and prosperity.

Economic Leverage of Dorset AONB in 2016-17

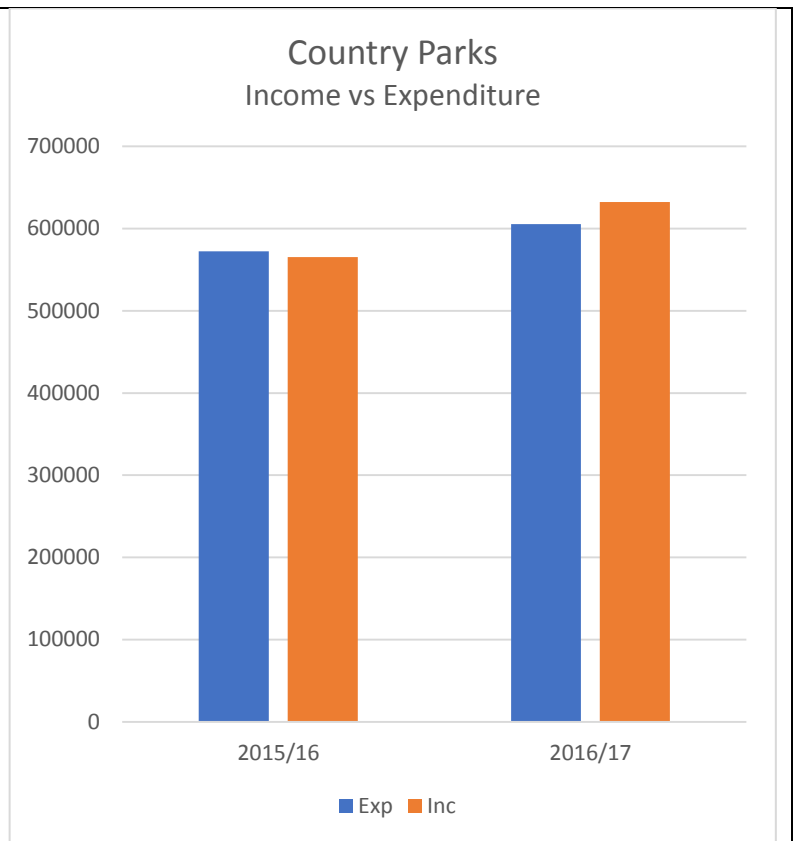


Income and Expenditure at the County Council's Country Parks

What it tells us: The portfolio of Country Parks operated by DCC (Durlston, Avon Heath and Hardy's Visitor Centre) is budgeted to recover above the line costs, with diverse income sources (including catering, events, habitat management and car parking) offsetting expenditure whilst maintaining valued public services.

What it doesn't tell us: As well as being financially sustainable, the Country Parks contribute to corporate outcomes on health and wellbeing (e.g. providing recreational opportunities, access to nature/greenspace) and prosperity (e.g. supporting local businesses and the visitor economy), attracting over 800,000 visitors p.a.

What it means: The modest operating surplus achieved in 2016-17 reflects the continuing focus on maximising income, enabling a high quality public service to be offered at low/no cost to the public purse.



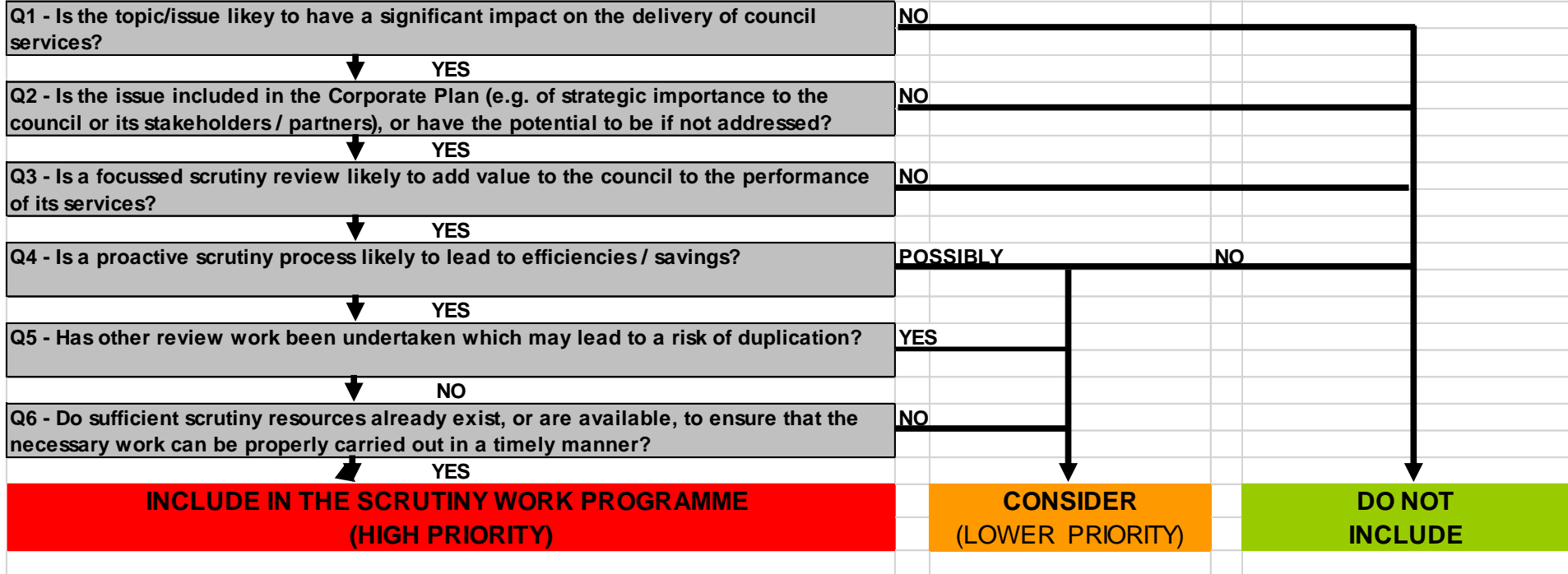
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People and Communities Overview & Scrutiny Committee Work Programme

Chairman: Cllr David Walsh
Vice Chairman: Cllr Mary Penfold

Specific issues previously discussed by the Committee for potential further review:	
Adoption and Fostering – working along-side the Safeguarding Overview and Scrutiny Committee - to be considered in March 2018	For the items listed to the left members are asked to: <ul style="list-style-type: none"> • Complete the prioritisation methodology • Identify lead Member(s) and lead Officer(s) • Provide a brief rationale for the scrutiny review • Indicate draft timescales • Assign the item to a meeting in the work programme
Integration of Health and Social Care, including the Better Care Fund	
Information, Advice and Guidance	

Scrutiny Review Prioritisation Methodology:



All items that have been agreed for coverage by the Committee have been scheduled in the Forward Plan accordingly.

Date of Meeting		Item/Purpose	Key Lines of Enquiry (KLOE)	Lead Member/Officer	Reference to Corporate Plan	Target End Date
10 January 2018	1	<u>Budget</u> To receive a presentation from the Interim Director for Children's Services and the Transformation Programme Lead for the Adult and Community Forward Together Programme.				
	2	<u>Corporate Plan and Outcomes Monitoring</u> To consider a report by the Transformation Programme Lead for the Adult and Community Forward Together Programme.		Lead Member: Lead Officer: Senior Assurance Manager		
21 March 2018	1	<u>Corporate Plan and Outcomes Monitoring</u> To consider a report by the Chief Executive		Lead Member: Lead Officer: John Alexander Senior Assurance Manager		
	2	<u>Delayed Transfers of Care</u> To receive a report on performance during the winter months.		Lead Member: Cllr David Walsh Lead Officer: Diana Balsom, Strategic Commissioning Manager		
	3	<u>Integrated Transport</u> To receive an update on the Inquiry Day		Lead Member: Cllr Derek Beer		

Date of Meeting		Item/Purpose	Key Lines of Enquiry (KLOE)	Lead Member/Officer	Reference to Corporate Plan	Target End Date
		held on 26 February 2018.		Lead Officer: Matt Piles, Service Director for Economy Other Members: Cllrs Andrew Parry, Mary Penfold and Bill Pipe		
	4	<u>Adoption and Fostering</u> To consider whether a review is needed.		Lead Member: Lead Officer:		
	5.	<u>Mental Health</u> To consider the outcomes of the review held on 13 December 2018.		Lead Member: Cllr Mary Penfold Lead Officer: Harry Capron, Assistant Director for Adult Care		
	6.	<u>Tricuro</u> To consider a report by the Transformation Programme Lead for Adult and Community Forward Together Programme.		Lead Member: Lead Officer: Katie Lowe, Implementation Manager		
4 July 2018	1	<u>Corporate Plan and Outcomes Monitoring</u> To consider a report by the Chief Executive		Lead Member: Lead Officer: John Alexander Senior Assurance Manager		
10 October 2018	1	<u>Corporate Plan and Outcomes Monitoring</u> To consider a report by the Chief Executive		Lead Member: Lead Officer: John Alexander Senior Assurance		

Date of Meeting		Item/Purpose	Key Lines of Enquiry (KLOE)	Lead Member/Officer	Reference to Corporate Plan	Target End Date
				Manager		