



**Notice of meeting of  
Education Scrutiny Committee**

**To:** Councillors Aspden (Chair), Brooks (Vice-Chair), Hyman, Morley, Merrett, Blanchard and Funnell

Co-opted Statutory Members:

Dr David Sellick (Church of England Representative),  
Mrs Leeanne Branton (Parent Governor Representative)  
and Mr Bill Schofield (Parent Governor Representative)

**Date:** Wednesday, 3 December 2008

**Time:** 5.00 pm

**Venue:** The Guildhall, York

**AGENDA**

**1. Declarations of Interest** (Pages 3 - 4)

At this point Members are asked to declare any personal or prejudicial interests they may have in the business on this agenda. A list of general personal interests previously declared are attached.

**2. Minutes** (Pages 5 - 10)

To approve and sign the minutes of the last meeting of the Committee held on 28 October 2008.

**3. Public Participation**

At this point in the meeting members of the public who have registered their wish to speak regarding an item on the agenda or an issue within the Committee's remit can do so. Anyone who wishes to register or requires further information is requested to contact the Democracy Officer on the contact details listed at the foot of this agenda. The deadline for registering is **Tuesday 2 December 2008 at 5.00 p.m.**

#### **4. Extended Schools Agenda – Interim Report (Pages 11 - 22)**

This Interim report looks at the Extended Schools Agenda and Members are asked to note and provide comments, agree any further information required for the first objective and agree any amendments to the annexed documents A and B.

#### **5. Update on Implementation of Recommendations of Previous Scrutiny Reviews (Pages 23 - 26)**

This report provides Members with an update on the implementation of recommendations made as a result of a previously completed scrutiny review of 'Early Years Education & Childcare Provision'.

#### **6. Education Scrutiny Committee Work Plan 2008-09 and Extract from the Executive Forward Plan of items for the Children and Young People's Services EMAP (Pages 27 - 38)**

To consider and agree the updated work plan of the Education Scrutiny Committee and to receive an extract from the Executive Forward Plan of items for the Executive Member for Children and Young People's Services and Advisory Panel.

#### **7. Urgent Business**

Any other business which the Chair considers urgent under the Local Government Act 1972

#### Democracy Officers:

Name: Catherine Clarke and Heather Anderson (job share)

Contact Details:

- Telephone – (01904) 551031
- E-mail – [catherine.clarke@york.gov.uk](mailto:catherine.clarke@york.gov.uk) and [heather.anderson@york.gov.uk](mailto:heather.anderson@york.gov.uk)

(If contacting us by e-mail, please send to both Democracy Officers named above)

For more information about any of the following please contact the Democracy Officer responsible for servicing this meeting

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports

Contact details are set out above.

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- register by contacting the Democracy Officer (whose name and contact details can be found on the agenda for the meeting) **no later than 5.00 pm** on the last working day before the meeting;
- ensure that what you want to say speak relates to an item of business on the agenda or an issue which the committee has power to consider (speak to the Democracy Officer for advice on this);
- find out about the rules for public speaking from the Democracy Officer.

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### Further information about what's being discussed at this meeting

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### **Holding the Executive to Account**

The majority of councillors are not appointed to the Executive (38 out of 47). Any 3 non-Executive councillors can 'call-in' an item of business from a published Executive (or Executive Member Advisory Panel (EMAP)) agenda. The Executive will still discuss the 'called in' business on the published date and will set out its views for consideration by a specially convened Scrutiny Management Committee (SMC). That SMC meeting will then make its recommendations to the next scheduled Executive meeting in the following week, where a final decision on the 'called-in' business will be made.

### **Scrutiny Committees**

The purpose of all scrutiny and ad-hoc scrutiny committees appointed by the Council is to:

- Monitor the performance and effectiveness of services;
- Review existing policies and assist in the development of new ones, as necessary; and
- Monitor best value continuous service improvement plans

### **Who Gets Agenda and Reports for our Meetings?**

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- Public libraries get copies of **all** public agenda/reports.

**EDUCATION SCRUTINY COMMITTEE****Agenda item I: Declarations of interest.**

Please state any amendments you have to your declarations of interest:

- Councillor Aspden      Governor of the Danesgate Centre  
Member of the National Union of Teachers  
Employee of North Yorkshire County Council
- Councillor Brooks      Member of the Association of Teachers and Lecturers  
Employee of Manchester College
- Councillor Merrett      Governor at St Paul's Primary School  
Committee member and Treasurer of the York Chinese  
Cultural Association  
Parent of a child who attends St Paul's Primary School  
Parent of a child who uses the school music service
- Councillor Blanchard    Chair of the York Board of Young Enterprise
- Councillor Funnell      Governor at Burnholme Community College

**Co-opted statutory members**

- Dr D Sellick              Church of England Representative on Governing Body of  
Derwent Infant and Junior School
- Mr W Schofield          Governor of Knavesmire Primary School  
Parent of children who attend Knavesmire Primary  
School and Millthorpe School

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City of York Council

Committee Minutes

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MEETING	EDUCATION SCRUTINY COMMITTEE
DATE	28 OCTOBER 2008
PRESENT	COUNCILLORS ASPDEN (CHAIR), BROOKS (VICE-CHAIR), HYMAN, MORLEY, MERRETT, BLANCHARD, FUNNELL AND DR D SELLICK (CO-OPTED STATUTORY MEMBER)
APOLOGIES	MRS L BRANTON AND MR W SCHOFIELD (CO-OPTED STATUTORY MEMBERS)

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**28. DECLARATIONS OF INTEREST**

Members were invited to declare at this point in the meeting any personal or prejudicial interests they might have in the business on the agenda, in addition to the list of general personal interests circulated with the agenda.

Councillor Hyman requested that the list of general interests be updated to reflect the fact that he was no longer a governor at Huntington Primary School.

Dr Sellick requested that the list be updated to note that he was the Church of England representative on the Governing Body of Derwent Infant and Junior School.

**29. MINUTES**

RESOLVED: That the minutes from the meeting held on 9 September 2008 be approved as a correct record and signed by the Chair.

**30. PUBLIC PARTICIPATION**

It was reported that there had been no registrations to speak at the meeting under the Council's Public Participation Scheme.

**31. REVIEW OF EXTENDED SCHOOLS AGENDA - SCOPING REPORT**

Members considered a report outlining the proposed methods for carrying out the review of the Extended Schools Agenda and were asked to agree the timetable for carrying out the review and the methodology.

It had been proposed that the survey would be sent to all families within the city who have a six-year-old child. Discussion took place as to whether it would be appropriate to extend the survey to include parents of children of other ages in order to ensure that the information received was not

focussed solely on childcare issues and suggestions were put forward for how to do this.

Members agreed that the questionnaire should include a question to enable families to give their views on whether the extended schools provision was meeting their needs in respect of other children (of different ages) in the family as well as the 6 year old.

Members questioned whether it was possible to acquire information directly from schools. Officers advised that in most cases the extended schools facilities were coordinated through external partners and there was no requirement for schools to hold specific information on the services although it was agreed that some schools would hold some information.

It was noted that there was a requirement to carry out a childcare sufficiency audit on an annual basis. The Assistant Director of Partnerships and Early Intervention explained that future audits could include questions on extended school provision although this would not be in time for this scrutiny review.

Consideration was given to the questions to be included in the survey and Members agreed that these should focus on the following issues.

- What services do families require?
- Does the provision enable those who were not in employment to return to work and does it allow people to work part time/irregular hours.
- Demographic information in regard to service users and specifically whether it reaches socially disadvantaged people and if not why.
- Reasons for not taking up the provision which may include, cost or quality of provision
- Are the services provided sufficiently comprehensive?
- Whether parents are satisfied with the quality of the provision

Members were asked to consider which (if any) Member of the Committee would be its representative on the Multi-Agency Steering Group. The Assistant Director of Partnerships and Early Intervention explained that a review of the composition and constitution of the Steering Group was taking place to ensure that its functions were fit for purpose in driving forward the Extended Schools Agenda. He reported that one option under consideration was to establish a smaller strategic steering group and for the existing body to be retained as a consultative group. Members agreed that as the scrutiny review was due to be completed by April 2009 it was not suitable for a Member to be appointed as a formal representative on the Group however that it would be beneficial for a Member to attend the next meeting of the Group which was due to take place in November in order to feedback to the Committee.

Members discussed the proposal to hold an informal meeting to discuss findings with external providers and gather information on issues raised by

providers. Members suggested that this informal meeting should commence at 6pm following the scheduled formal committee meeting on 24 February 2009.

RESOLVED:

- (i) That Members note the contents of the scoping report and formally agreed the methodology and timetable for carrying out this review as set out in paragraph 12 of the report.
- (ii) That Councillor Funnell and Councillor Brooks attend the next meeting of the Multi Agency Steering Group on 4 November 2008 as observers and that Mr Schofield (Co-opted Member) be asked if he is available to attend the meeting as a governor of a primary school.<sup>1 2</sup>
- (iii) That the Scrutiny Officer liaise with Members regarding specific questions to be included in the survey to families with a 6 year old based on the issues discussed at the meeting.<sup>3</sup>
- (iv) That the Committee visit the after school clubs as detailed below:
  - Yearsley Grove Primary School - 24 November between 4pm and 6pm
  - Wheldrake and Fishergate Primary Schools - 5 December 2008 between 3.15pm and 6pm.<sup>4</sup>
- (v) That the Scrutiny officer liaise with Members regarding questions to be put to existing users of Extended Schools Services and the service providers during the site visits and that these questions be based on those used in the questionnaire.<sup>5</sup>
- (vi) That a letter be sent to all primary schools asking them what data they hold with regard to the needs of families in relation to childcare and extended school activities for the 5 to 11 year age range and areas that they are trying to develop.<sup>6</sup>

Reason: To progress this review in line with the timeframe agreed for this review.

Action Required

1. Scrutiny Officer to contact Mr Schofield to request that he attend the next meeting of the Multi Agency Steering Group. MC
2. Members attending the Multi-Agency Steering Group feedback to the next meeting of the Committee. MC
3. Scrutiny Officer to e-mail Members to request suggestions for specific questions for the survey based on the areas discussed at the meeting and then liaise with the Early Years Team to compile the survey. MC
4. Scrutiny officer to liaise with providers regarding visits and coordinate travel arrangements (either minibus or car share) MC
5. Scrutiny Officer to e-mail Members for suggestions and draw up list of questions to be used. MC
6. Officers to e-mail Members for suggestions and draw up MC

list of questions to be used.

**32. UPDATE ON IMPLEMENTATION OF RECOMMENDATIONS OF PREVIOUS SCRUTINY REVIEWS**

Consideration was given to a report providing Members with an update on the implementation of recommendations made as a result of two previously completed scrutiny reviews – “Inclusion in York Schools” and “Post 16 Inclusion”.

RESOLVED:

- (i) That recommendations 2, 4, 5, 6 and 7 in the previously completed scrutiny review on “Inclusion in York Schools” be signed off as having been fully implemented. <sup>1</sup>
- (ii) That the following recommendations in the previously completed scrutiny review on “Inclusion in York Schools” be brought back to the meeting on 7 April 2009:

Recommendation 1 – statistics requested regarding the take-up of inclusion training by governors

Recommendation 3 – statistics requested regarding the take-up of inclusion training by staff dealing with special needs

- (iii) That recommendations 1, 2, 3, 5, 6, 8, 9, 11, 12, 13 and 14 in previously completed scrutiny review on “Post 16 Inclusion” be signed off as having been fully implemented. <sup>2</sup>
- (iv) That the following recommendations in the previously completed scrutiny review on “Post 16 Inclusion” be brought back to the meeting on 7 April 2009:

Recommendation 4 – more specific information requested regarding work experience for pupils with emotional and behavioural difficulties

Recommendation 7 – further information requested on tutoring for all students, but particularly those with emotional or behavioural difficulties and any issues in respect of staff training in this matter.

Recommendation 10 – update requested

REASON: To raise awareness of those recommendations which still have to be implemented.

Action Required

- 1. Scrutiny Officer to circulate Inclusion Strategy 2007-10 to Members by e-mail MC
- 2. That the attachments omitted from the agenda in relation MC

to recommendation 9 for the Post 16 Inclusion review be circulated to Members.

**33. EDUCATION SCRUTINY COMMITTEE WORKPLAN 2008-2009 AND EXTRACT FROM THE EXECUTIVE FORWARD PLAN OF ITEMS FOR THE CHILDREN AND YOUNG PEOPLE'S SERVICES EMAP**

Consideration was given to the work plan for Education Scrutiny Committee and to an extract from the Executive Forward Plan of items for the Executive Member for Children and Young People's Services and Advisory Panel.

The Chair stated that the intention had been to invite the Executive Member from Children's Services EMAP to the meeting on 3 December 2008. However it was agreed that as the scrutiny review on the Extended Schools Agenda was still in its early stages, it would be more beneficial to postpone her attendance until the January meeting.

Members noted that the incorrect forward plan items had been attached to the agenda. Officers apologised for the error and advised that the relevant forward plan items would be attached to the next agenda.

**RESOLVED:** That the Executive Member from Children's Services EMAP be invited to attend the meeting on 7 January 2009 instead of the meeting on 3 December 2008.

**REASON:** The Committee would have more detailed information by this stage as to issues arising from the review of the Extended Schools Agenda.

Councillor Aspden, Chair  
[The meeting started at 5.00 pm and finished at 6.20 pm].

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## Education Scrutiny Committee

3 December 2008

### Extended Schools Agenda – Interim Report

#### Background

1. In September 2008 the committee considered a feasibility report for this topic as registered by Cllr Merrett, and agreed to carry out a review based on the following remit:

#### Aim

To contribute to the development of processes aimed at ensuring accessibility and a high quality of extended school provision

#### Objectives:

- i. Examine the proposed role and composition of the Multi-Agency Steering Group to confirm its functions are fit for purpose and that the appropriate partners and Directorates are involved
  - ii. Assess the affordability, quality and take-up of childcare and activities for children aged 5-11, and identify ways of ensuring their affordability
4. At their meeting on 28 October 2008, the committee subsequently agreed the following methodology and timetable for carrying out the review:

4 November 2008	Cllr Funnell & Cllr Brooks to attend first meeting of Multi Agency Steering Group, set up to drive forward the Extended Schools Agenda
24 November 2008	Visit to After School Club at Yearsley Grove Primary School
3 December 2008	Formal Meeting to receive interim report, providing feedback from first meeting of Steering Group and containing draft survey for sending to every family in the city with a six year old child
5 December 2008	Visit to After School Clubs at Wheldrake Primary School and Fishergate Primary School
7 January 2009	Formal meeting to receive interim report detailing the findings from the site visits

- 24 February 2009      Formal meeting to receive interim report detailing the findings from the survey of families with a six year old, and to discuss Extended Schools Agenda with Executive Member for Children's Services (an invitation to attend has been sent)
- Followed by an informal consultation session with representative from schools and external service providers (with guest speaker)
- March 2009      Formal meeting to consider draft final report (exact date of meeting to be arranged)

### **Consultation**

3. The methods for consultation are outlined above. Any changes to the methodology should be carefully considered as this may affect Members ability to complete the review prior to Annual Council in May 2009.

First Key Objective - Examine the proposed role and composition of the Multi-Agency Steering Group to confirm its functions are fit for purpose and that the appropriate partners and Directorates are involved

### **Information Gathered**

4. The first meeting of the multi –agency Steering Group was held on 4 November 2008. Three members of the Education Scrutiny Committee were in attendance (Cllr Merrett, Cllr Brooks & Cllr Funnell).

### **Issues Arising**

5. It was recognised at the meeting that the group was too large to generate a good debate and that there were too many meetings in the year. It was also clear that for the group to be more inclusive, more schools, parents and providers needed to participate. A decision was therefore taken to set up a much smaller, tightly focused, strategic steering group. Schools in particular, will be encouraged to be part of this group including secondary schools who may previously have been given the wrong signal due to the alignment of the group with Early Years. Minutes of the meetings will be circulated to a larger network group who will meet once or twice a year (or per term) on a workshop / conference basis, to gather valuable advice and ideas.
6. Those Members who attended the meeting are asked to provide feedback, in order that the Committee can decide whether the agreed changes to the steering group will now ensure it is fit for purpose, and that the appropriate partners and Directorates are all now to be involved at the right level i.e. strategically or consultatively, thus enabling this objective to be signed off.



7. Alternatively, Members will need to identify what further information they require in order to sign off this objective.

**Second Key Objective - Assess the affordability, quality and take-up of childcare and activities for children aged 5-11, and identify ways of ensuring their affordability**

**Information Gathered**

8. In order to assess affordability, quality and take-up, Members agreed to issue a survey to all families in the city with a six year old child. It was agreed that the survey should be designed to enable families to include their views in regard to any other children in their immediate family. The Chair of this Committee suggested a number of questions and following consultation with officers in the Extended School team these were incorporated into the draft survey attached at Annex A.
9. Members recognised that even though in many cases childcare and extended schools facilities are coordinated by external partners, it may be possible to acquire information from schools which may identify the needs of families within each school's local community.
10. Members also agreed to hold an informal consultation session after the formal meeting on 24 February for representatives from schools and external providers to discuss the findings from the survey and site visits. To stimulate debate the acting Head of Early Years & Extended Schools Services has suggested inviting Eddie Needham from the Training Development Agency (DfES) to attend, to give a presentation on the national picture regarding extended school services and to compare the provision in York against other Education Authorities.
11. A letter has been drafted requesting information on feedback from any consultations carried out by schools, together with an invitation to attend the consultation session - 'see Annex B.
12. Finally, In regard to the three site visits arranged, Members agreed to ask questions based on those contained within the survey in order to support the survey findings. Unfortunately as Members did not agree the content of the survey at their last meeting, it was not possible to ensure all of the questions were asked at the first site visit on 24 November 2008 to Yearsley Grove Primary School.

**Issues Arising**

13. Members are asked to provide their comments and suggest any amendments to both the survey and letter, prior to them being issued. It is planned to send out the survey, and letter to schools as soon as possible once any agreed changes have been made. A 'return by' date of 30 January 2009 is suggested for the feedback from schools, in order to ensure the findings can be collated and reported at the meeting scheduled for 24 February 2009. The only

outstanding issue is to identify the most effective method for having the completed surveys returned.

### **Options**

14. Having considered the information contained within this report and associated annexes, Members may choose to:
  - i. Sign off the first objective or request further information in regard to the Multi-Agency Steering Group
  - ii. amend the user survey and covering letter, attached at Annex A (identifying any additional questions to be included where necessary and the best method for returning the completed survey)
  - iii. amend the letter to schools, attached at Annex B

### **Implications**

15. The cost of producing and carrying out the survey will be met by the Extended Schools service from within their existing resources, therefore there are no Financial Implications associated with the recommendations within this report.
16. There are no known Legal, Equalities, HR, implications associated with the recommendations within this report.

### **Corporate Priorities**

17. The remit for this review supports Corporate Priority No.7 – 'Improve the life chances of the most disadvantaged and disaffected children, young people and families in the city'.

### **Risk Management**

18. Without the thorough engagement of current users and extended schools service providers the findings from this review could be limited and insufficient to support and evidence the recommendations arising from the review.

### **Recommendation**

19. In light of the above options, Members are asked to:
  - i. Note and provide comments on the interim report
  - ii. In regard to the first objective of this review, agree what if any further information is required in order that it can be signed off
  - iii. Agree any amendments to the documents attached at Annexes A & B.

Reason: To ensure work can proceed as planned for this review whilst complying with scrutiny procedures, protocols and workplans.

**Contact Details**

**Author:**

Melanie Carr  
Scrutiny Officer  
Scrutiny Services  
Tel No.01904 552063

**Chief Officer Responsible for the report:**

Dawn Steel  
Democratic Services Manager

**Interim Report Approved**

**Date** 24 November 2008

**Wards Affected:**

All

**For further information please contact the author of the report**

**Background Papers:** None

**Annexes**

**Annex A** - Draft Survey & Covering Letter

**Annex B** – Draft Letter to Schools

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## Chief Executive's

Scrutiny Services  
 Guildhall  
 York  
 YO1 9QN

Tel: 01904 552063

[scrutiny.services@york.gov.uk](mailto:scrutiny.services@york.gov.uk)

Date

Dear Parents,

Over the past few years, schools have been extending the services they offer. Many now open up their facilities outside school hours for pupils, their families and the local community. These school activities are activities that happen **in addition** to the normal school day.

What's on offer depends on what local people want. If it cannot be offered on site, it can usually be found nearby. Examples of what schools are offering are:

### For Children and young people

- Ofsted registered childcare
- Breakfast and after school clubs
- Homework clubs and study support
- Holiday clubs
- Activities for children and young people

### For adults

- Family Learning
- Information sessions
- Parenting and family support
- Swift & easy referral to specialist service:
- Facilities for community use (e.g. sports groups, computer groups etc)

The council's Education Scrutiny Committee is currently carrying out a review of the Extended School's programme in York. The Committee will explore in detail the affordability, quality and take-up of childcare and activities for children aged 5-11, and identify ways of ensuring their affordability.

With this in mind we want to hear from you and attach a survey for your completion. **Remember extended school activities are activities that happen on and around a school in addition to the normal school day.** Please return your completed survey to ? by no later than 16 January 2009.

If you would like to know more about extended services in schools please visit [www.yor-ok.org.uk/extendedservices](http://www.yor-ok.org.uk/extendedservices).

Yours faithfully

Melanie Carr  
 Scrutiny Officer  
 Scrutiny Services

Chief Executive: Bill McCarthy

**YORKPRIDE**



**Childcare & Out of School Activities**

Name of School.....

**Childcare**

**1. What type of childcare are you or have you used within the last year?  
(Please provide information on all that apply)**

None (go to Q.6)	<input type="checkbox"/>	Average cost per week per child
Nanny	<input type="checkbox"/>	£.....
Childminder	<input type="checkbox"/>	£.....
Family/Friend	<input type="checkbox"/>	£.....
Crèche	<input type="checkbox"/>	£.....
Day Nursery	<input type="checkbox"/>	£.....
School Nursery	<input type="checkbox"/>	£.....
Pre-school / Playgroup	<input type="checkbox"/>	£.....
Before School Club	<input type="checkbox"/>	£.....
Lunch Club	<input type="checkbox"/>	£.....
After School Club	<input type="checkbox"/>	£.....
Holiday Club	<input type="checkbox"/>	£.....

**2. What is your main reason for using childcare? (Please tick all that apply)**

- Work       Training / Studying       Social Activities   
 Respite       Free 3 & 4 year old funded provision

**3. Approximately how many hours per week do you use childcare?**

Child 1:      Hrs      Mins	Child 2:      Hrs      Mins
Child 3:      Hrs      Mins	Child 4:      Hrs      Mins
Child 5:      Hrs      Mins	Child 6:      Hrs      Mins

**4. When do you need access to childcare ?**

**(Please tick all that apply)**      Weekdays       Weekends       School Holidays

**5. What times of the day do you need access to childcare?**

**(Please tick all that apply)**      Before 8am       8am – 10am       10am – 2pm   
    2pm – 4pm       4pm – 6pm       After 6pm

**Out of School Activities**

**6. Which of the following activities do your children take part in or would take part in if offered?**

	Use Now	Average cost per week per child	Would Use
Dance	<input type="checkbox"/>	£.....	<input type="checkbox"/>
Drama	<input type="checkbox"/>	£.....	<input type="checkbox"/>
Music	<input type="checkbox"/>	£.....	<input type="checkbox"/>
Cooking	<input type="checkbox"/>	£.....	<input type="checkbox"/>
Arts & Crafts	<input type="checkbox"/>	£.....	<input type="checkbox"/>
Youth Clubs	<input type="checkbox"/>	£.....	<input type="checkbox"/>

Homework Club	<input type="checkbox"/>	£.....	<input type="checkbox"/>
School Councils	<input type="checkbox"/>	£.....	<input type="checkbox"/>
Computer Club	<input type="checkbox"/>	£.....	<input type="checkbox"/>
Languages	<input type="checkbox"/>	£.....	<input type="checkbox"/>
Martial Arts	<input type="checkbox"/>	£.....	<input type="checkbox"/>
Faith / Religious Groups	<input type="checkbox"/>	£.....	<input type="checkbox"/>
Parent & Toddler Group	<input type="checkbox"/>	£.....	<input type="checkbox"/>
Technology / Media Club	<input type="checkbox"/>	£.....	<input type="checkbox"/>
Games Club (e.g. Chess)	<input type="checkbox"/>	£.....	<input type="checkbox"/>
Duke of Edinburgh / The Prince's Trust	<input type="checkbox"/>	£.....	<input type="checkbox"/>
Uniform Groups (e.g. Cadets, Guides etc)	<input type="checkbox"/>	£.....	<input type="checkbox"/>
Sports, please specify _____	<input type="checkbox"/>	£.....	<input type="checkbox"/>
Other, please specify _____	<input type="checkbox"/>	£.....	<input type="checkbox"/>

**7. When would you most likely need access to out of school activities?**  
 (Please tick all that apply) Weekdays  Weekends  School Holidays

**8. What times of the day would be required? (Please tick all that apply)**  
 Before 8am  8am – 10am  10am –2pm   
 2pm – 4pm  4pm – 6pm  After 6pm

**9. When would you like these activities to run?**  
 During the day   
 After School   
 In the evening (after 6:30pm)   
 During the school holidays

**10. Where would you like these activities to be held?**  
 At School   
 Library   
 Local Community Hall

**11. What is your main reason for not using childcare/out of school activities?**  
 (Please tick all that apply)  
 Cost  Use Friends / family support  Don't trust anyone with my child   
 Children old enough to look after themselves  At home / prefer to do it myself   
 Difficult to get to / not convenient location  Nothing Available   
 Not the right quality / not happy with what's on offer   
 Nothing suitable for my child with disabilities / SEN / additional needs   
 Not appropriate times and/or does not fit around my work hours

**12. Is your Weekly Household Income:**  
 Less than £100 (up to £5,200 per yr)  £100-£300 (£5,200-£15,600 per yr)   
 £301-£500 (£15,601-£26,000 per yr)  £501-£1,000 (£15,600-£26,000 per yr)   
 £1,000- £1,300 (£52,000-£66,000 per yr)  £1,300+ (over £66,000 per yr)





**Chief Executive's**

Scrutiny Services  
Guildhall  
York  
YO1 9QN

Tel:01904 552063

[scrutiny.services@york.gov.uk](mailto:scrutiny.services@york.gov.uk)

Date

Dear Headteacher,

The council's Education Scrutiny Committee is currently carrying out a review of the Extended School's programme in York. The remit for the review is to contribute to the development of processes, aimed at ensuring accessibility and a high quality of extended school provision.

As you will be aware, part of establishing what extended services are offered, is identifying the needs of the local community. The Committee intend to explore in detail the quality, effectiveness and value for money of childcare and out of school activities currently available through schools and external providers, by carrying out a survey of existing service users.

The Committee also require your support in carrying out the review. It may be that you have previously consulted with parents about the services on offer through your extended school and if so, it would be very helpful if you could make available any feedback you received from this, together with a brief description of any changes made to your extended services as a result.

Finally, toward the end of the review, the Committee will hold an informal consultation session on Tuesday 24<sup>th</sup> February from 6pm – 7:30pm at the Guildhall, in St Helens Square. This session will include a presentation from Eddie Needham of the Training Development Agency (DfES), and will give the Committee, schools and external providers an opportunity to discuss the findings from the review.

You are cordially invited to attend the session and I would be pleased if you could confirm your attendance, and/or send any consultation feedback information you have to myself via the postal address above or by email to: [melanie.carr@york.gov.uk](mailto:melanie.carr@york.gov.uk) , by no later than 30 January 2009.

Yours faithfully

A handwritten signature in black ink, appearing to read 'M. Carr'.

Melanie Carr  
Scrutiny Officer  
Scrutiny Services  
Tel No.01904 552063

Chief Executive: [Bill McCarthy](#)

**YORKPRIDE**

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## Education Scrutiny Committee

3 December 2008

Report of the Scrutiny Services Manager

### Update on Implementation of Recommendations of Previous Scrutiny Reviews

#### Summary

1. This report provides Members with an update on the implementation of recommendations made as a result of previously completed scrutiny review of 'Early Years Education & Childcare Provision'.

#### Background

2. At a meeting of Education Scrutiny Committee in May 2008, Members agreed to receive updates on all of the reviews previously completed by the Education Scrutiny Committee since its formation.
3. In June 2008 the Committee received its first update which related to a review of Extended School Provision and as a result, all of the recommendations were signed off as fully completed.
4. At their following meeting in July 2008, an update on a review of 'Provision of Facilities for Young People in the City' was presented. Having agreed to sign off a number of the recommendations, Member requested a further update on those outstanding in March 2009.
5. At their meeting in October 2008 Members received updates on two more reviews 'Inclusion in York Schools' and 'Post 16 Inclusion', and many of the recommendations were signed off as fully completed. Following the meeting a written update was circulated via email resulting in a further number of recommendations being signed off as complete. Members agreed to receive a further update on the outstanding recommendations in March 2009.

#### Consultation

6. In regard to the 'Early Years Education & Childcare Provision' review, the Acting Head of Early Years & Extended Schools Service has provided a written update on the implementation of the recommendations arising from the review – see Annex A (to follow). An officer will be in attendance at the meeting to answer any questions arising from the information provided.

## Options

7. Having considered the information contained within this report and its annex, Members may choose to sign off those individual recommendations where implementation has been fully completed, and may:
  - a. request further updates to clarify any outstanding recommendations or;
  - b. agree to receive no further updates on these reviews

## Corporate Direction & Priorities

8. The process of ensuring the full implementation of the recommendations arising from these scrutiny reviews will be to contribute to improving the life chances of the most disadvantaged and disaffected children and young people and families in the city.

## Implications

9. There are no known Financial, Human Resources, Equalities, Legal, ITT or Other implications associated with the recommendation within this report.

## Risk Management

9. There are no known risks associated with the recommendation within this report.

## Recommendations

10. Members are asked to note the contents of this report and agree which of the recommendations can be written off as fully implemented.

Reason: To raise awareness of those recommendations which have still to be implemented.

## Contact Details

**Author:**

Melanie Carr  
Scrutiny Officer  
Scrutiny Services  
01904 552063

**Chief Officer Responsible for the report:**

Dawn Steel  
Scrutiny Services Manager  
01904 551030

**Report Approved**



**Date**

24 November 2008

**Wards Affected:**

**All**



**For further information please contact the author of the report**

**Background Papers:** None

### Annexes

**Annex A** – Update on implementation of recommendations arising from previous review of Early Years Education & Childcare Provision.

## Education Scrutiny Committee

### Previously Completed Scrutiny Reviews & Approved Recommendations

Review	Rec No.	Approved Recommendations	Update as of 3 December 2008
<b>Early Years Education &amp; Childcare Provision</b> - Recommendations as approved by Education EMAP on 16/03/2004 (Update provided by Barbara Mands)	1	Continue to promote the 'Shared Foundation' model and encourage partnership working through the Early Years teams.	The Shared Community Partnerships have been strengthened and much of the Extended Schools work has been achieved under this model. However, they did not appear to provide for a suitable framework for secondary and special schools
	2	Commend the governing bodies of the five Roman Catholic primary schools for their commitment to partnership working with the LEA and other schools in the City of York.	All schools regardless of faith background are fully engaged and met the national target ahead of schedule.
	3	Commend the Early Years teams for their hard work and commitment.	
	4	Establish permanent posts for those members of staff identified as currently working on temporary contracts within the Early Years' teams.	Completed.
	5	Acknowledge the Scrutiny Board's support for the proposed model for Early Years Development and Childcare Partnership.	The presence of Scrutiny Board members on the Early Years and Childcare Partnership has been greatly appreciated by all partners offering opportunities to work together.
	6	Continue to encourage Bishopthorpe Infants School to move forward on the extended schools route.	The school has now met the target and continues to be engaged with their development worker and the initiative.
	7	In the short term, provide St Paul's Nursery with a 'local' catchment area.	They provide the core offer for their geographical locality and for their school locality.
	8	In the long term, explore the potential for the relocation of the specialist functions currently offered by St Paul's Nursery School whilst maintaining nursery provision in the area by the addition of a nursery class to St Paul's Primary School.	There is greater liaison between the two schools providing for a wide range of opportunities linked to the core offer of Extended Schools.
	9	Review the nursery education grant funding amount and the qualifying period prior to the next budget round.	This has been fully implemented.

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## Education Scrutiny Committee Work Plan 2008-09

Meeting Date	Work Programme
3 December 2008	<ol style="list-style-type: none"> <li>1. Receive interim report for ongoing scrutiny review on 'Extended School Agenda'</li> <li>2. Receive update on implementation of recommendations for previously completed review of 'Early Years Education &amp; Childcare Provision'</li> <li>3. Receive extract from Executive Forward Plan of items for Children &amp; Young People's Services EMAP</li> </ol>
7 January 2009	<ol style="list-style-type: none"> <li>1. Receive interim report for ongoing scrutiny review on 'Extended School Agenda'</li> <li>2. Receive update on implementation of recommendations for previously completed review of 'Home to School Transport'</li> <li>3. Receive extract from Executive Forward Plan of items for Children &amp; Young People's Services EMAP</li> </ol>
24 February 2009	<ol style="list-style-type: none"> <li>1. Receive update on implementation of recommendations for previously completed review of 'School Governors'</li> <li>2. Invite the Executive Member from Children's Services EMAP to the meeting</li> <li>2. Receive extract from Executive Forward Plan of items for Children &amp; Young People's Services EMAP</li> </ol>
7 April 2009	<ol style="list-style-type: none"> <li>1. Receive update on implementation of recommendations for previously completed review of 'Provision of Facilities for Young People in the City'</li> <li>2. Receive extract from Executive Forward Plan of items for Children &amp; Young People's Services EMAP</li> </ol>
26 May 2009	<ol style="list-style-type: none"> <li>1. Receive extract from Executive Forward Plan of items for Children &amp; Young People's Services EMAP</li> </ol>

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**FORWARD PLAN ITEM****Meeting:** Executive Member for Children & Young People's Services**Meeting Date:** 04/12/08**Keyword:** Education**Item Type:** Executive Member Decision - of 'Normal' importance**Title of Report:** Local Authority School Governor Appointments**Description:** Purpose of report: This report presents nominations for school governor appointments.

Members are asked to: approve the appointments as set out in the report.

**Wards Affected:** All Wards**Report Writer:** Sue Pagliaro**Deadline for Report:** 20/11/08**Lead Member:** Councillor Carol Runciman**Lead Director:** Director of Learning, Culture & Children's Services**Contact Details:** Sue Pagliaro

sue.pagliaro@york.gov.uk

**Implications****Level of Risk:** 01-03 Acceptable**Reason Key:****Making Representations:** In writing or by email to Sue Pagliaro**Process:** n/a**Consultees:** n/a**Background Documents:** Committee Report for Local Authority School Governor Appointments**Call-In**

If this item is called-in either pre or post decision, it will be considered by Scrutiny Management Committee on: 15/12/08

**Internal Clearance Process****Pre-Decision****By Chief Officers at****on:****By Political Group Leaders on:****By Strategic Policy Panel (if required) on:****Post-Decision****By Strategic Policy Panel (if Required) on:**

**FORWARD PLAN ITEM**

**Meeting:** Executive Member for Children & Young People's Services

**Meeting Date:** 04/12/08

**Keyword:**

**Item Type:** Executive Member Decision - of 'Normal' importance

**Title of Report:** Hob Moor Oaks/Hob Moor Primary Federation Proposal Update

**Description:** Purpose of report: To update members on the federation consultation outcomes and to outline further activity dependent on the outcomes and Governing Bodies decisions.

Members are asked to: Note the outcome of the consultation and accept the two Governing Bodies decisions should they decide on federation.

**Wards Affected:** All Wards

**Report Writer:** Jill Hodges

**Deadline for Report:** 23/10/08

**Lead Member:** Councillor Carol Runciman

**Lead Director:** Director of Learning, Culture & Children's Services

**Contact Details:** Jill Hodges

jill.hodges@york.gov.uk

**Implications:** Resources

**Level of Risk:** 04-08 Regular monitoring required

**Reason Key:**

**Making Representations:** In writing or by email to Jill Hodges

**Process:** N/A

**Consultees:**

**Background Documents:** Committee Report for Hob Moor Oaks/Hob Moor Primary Federation Proposal Update

**Call-In**

If this item is called-in either pre or post decision, it will be considered by Scrutiny Management Committee on: 01/06/09

**Internal Clearance Process**

**Pre-Decision**

By Chief Officers at

on:

By Political Group Leaders on:

By Strategic Policy Panel (if required) on:

**Post-Decision**

By Strategic Policy Panel (if Required) on:

**FORWARD PLAN ITEM**

**Meeting:** Executive Member for Children & Young People's Services

**Meeting Date:** 04/12/08                      **Keyword:** Service Monitoring; Budget;

**Item Type:** Executive Member Decision - of 'Normal' importance

**Title of Report:** Service Plan and Budget Monitor 2

**Description:** Purpose of report: to advise the Executive Member of progress against the service plan targets and the projected financial outturns for 2008/09.

Members are asked to: comment on the contents of the report and approve any virements if necessary.

**Wards Affected:** All Wards

**Report Writer:** Pete Dwyer                      **Deadline for Report:** 20/11/08

**Lead Member:** Councillor Carol Runciman

**Lead Director:** Director of Learning, Culture & Children's Services

**Contact Details:** Pete Dwyer

Pete.Dwyer@york.gov.uk

**Implications:** Financial

**Level of Risk:** 04-08 Regular                      **Reason Key:**  
monitoring required

**Making Representations:** In writing or email to Peter Dwyer

**Process:** n/a

**Consultees:** n/a

**Background Documents:** Committee Report for Service Plan and Budget Monitor 2

**Call-In**  
If this item is called-in either pre or post decision, it will 15/12/08  
be considered by Scrutiny Management Committee on:

**Internal Clearance Process****Pre-Decision**

By Chief Officers at \_\_\_\_\_ on:

By Political Group Leaders on:

By Strategic Policy Panel (if required) on:

**Post-Decision**

By Strategic Policy Panel (if Required) on:

**FORWARD PLAN ITEM**

**Meeting:** Executive Member for Children & Young People's Services

**Meeting Date:** 04/12/08                      **Keyword:**

**Item Type:** Executive Member Decision - of 'Normal' importance

**Title of Report:** Capital Programme Monitor 2

**Description:** Purpose of report: to advise the Executive Member of progress on the approved capital programme for 2008/09.

Members are asked to: note the progress made and approve any variations if necessary.

**Wards Affected:** All Wards

**Report Writer:** Mike Barugh                      **Deadline for Report:** 20/11/08

**Lead Member:** Councillor Carol Runciman

**Lead Director:** Director of Learning, Culture & Children's Services

**Contact Details:** Mike Barugh

mike.barugh@york.gov.uk

**Implications:** Financial

**Level of Risk:** 04-08 Regular                      **Reason Key:**  
monitoring required

**Making Representations:** In writing or via email to mike.barugh@york.gov.uk

**Process:** n/a

**Consultees:** n/a

**Background Documents:** Committee Report for Capital Programme Monitor 2

**Call-In**  
If this item is called-in either pre or post decision, it will 15/12/08  
be considered by Scrutiny Management Committee on:

**Internal Clearance Process****Pre-Decision**

By Chief Officers at

on:

By Political Group Leaders on:

By Strategic Policy Panel (if required) on:

**Post-Decision**

By Strategic Policy Panel (if Required) on:

**FORWARD PLAN ITEM**

**Meeting:** Executive Member for Children & Young People's Services

**Meeting Date:** 19/01/09

**Keyword:**

**Item Type:** Executive Member Decision - of 'Normal' importance

**Title of Report:** Update on the Behaviour Support Service Review

**Description:** Purpose of report: To update members on consultation regarding Learning Support Units, and other Alternative Provision and how this will impact on the Behaviour Support Service structure

Members are asked to: Note the findings from the consultation to date

**Wards Affected:** All Wards

**Report Writer:** Mark Ellis, John Catron

**Deadline for Report:** 05/01/09

**Lead Member:** Councillor Carol Runciman

**Lead Director:** Director of Learning, Culture & Children's Services

**Contact Details:** Mark Ellis

mark.ellis@york.gov.uk

**Implications:** Financial

**Level of Risk:** 04-08 Regular monitoring required

**Reason Key:**

**Making Representations:** In writing or by email to John Catron/Mark Ellis

**Process:** N/A

**Consultees:**

**Background Documents:** Committee Report for Update on the Behaviour Support Service Review

**Call-In**

If this item is called-in either pre or post decision, it will be considered by Scrutiny Management Committee on: 15/12/08

**Internal Clearance Process**

**Pre-Decision**

By Chief Officers at

on:

By Political Group Leaders on:

By Strategic Policy Panel (if required) on:

**Post-Decision**

By Strategic Policy Panel (if Required) on:

<b>FORWARD PLAN ITEM</b>	
<b>Meeting:</b>	Executive Member for Children & Young People's Services
<b>Meeting Date:</b>	19/01/09
<b>Keyword:</b>	Budget
<b>Item Type:</b>	Executive Member Decision - a 'Key Issue' - decision leading to savings or expenditure of £500,000 or above
<b>Title of Report:</b>	Revenue Budgets 2009/10
<b>Description:</b>	Purpose of report: This report sets out budget proposals and options for 2009/10.
<b>Wards Affected:</b>	Members are asked to: Agree proposals and options. All Wards
<b>Report Writer:</b>	Richard Hartle
<b>Lead Member:</b>	Councillor Carol Runciman
<b>Lead Director:</b>	Director of Learning, Culture & Children's Services
<b>Contact Details:</b>	Richard Hartle  richard.hartle@york.gov.uk
<b>Deadline for Report:</b>	05/01/09
<b>Implications</b>	Financial
<b>Level of Risk:</b>	04-08 Regular monitoring required
<b>Reason Key:</b>	
<b>Making Representations:</b>	In writing or by email to Richard Hartle.
<b>Process:</b>	n/a
<b>Consultees:</b>	n/a
<b>Background Documents:</b>	Revenue Budgets 2009/10
<b>Call-In</b>	
If this item is called-in either pre or post decision, it will be considered by Scrutiny Management Committee on: 26/01/09	
<b><u>Internal Clearance Process</u></b>	
<b><u>Pre-Decision</u></b>	
By Chief Officers at	on:
By Political Group Leaders on:	
By Strategic Policy Panel (if required) on:	
<b><u>Post-Decision</u></b>	
By Strategic Policy Panel (if Required) on:	

<b>FORWARD PLAN ITEM</b>	
<b>Meeting:</b>	Executive Member for Children & Young People's Services
<b>Meeting Date:</b>	19/01/09
<b>Keyword:</b>	Property
<b>Item Type:</b>	Executive Member Decision - of 'Normal' importance
<b>Title of Report:</b>	An update on options for a "myplace" bid
<b>Description:</b>	Purpose of report: The report will update members on progress towards a second round "myplace" bid to develop young peoples facilities in York.  Members are asked to: Note progress and comment as appropriate.
<b>Wards Affected:</b>	All Wards
<b>Report Writer:</b>	Paul Murphy
<b>Lead Member:</b>	Councillor Carol Runciman
<b>Lead Director:</b>	Director of Learning, Culture & Children's Services
<b>Contact Details:</b>	Paul Murphy, Assistant Director (Partnerships & Early Intervention), LCCS Director & Ads, LCCS  paul.murphy@york.gov.uk
<b>Deadline for Report:</b>	05/01/09
<b>Implications</b>	Property
<b>Level of Risk:</b>	01-03 Acceptable
<b>Reason Key:</b>	
<b>Making Representations:</b>	N/A
<b>Process:</b>	N/A
<b>Consultees:</b>	N/A
<b>Background Documents:</b>	Committee Report for An update on options for a "myplace" bid
<b>Call-In</b>	
If this item is called-in either pre or post decision, it will be considered by Scrutiny Management Committee on: 26/01/09	
<b><u>Internal Clearance Process</u></b>	
<u>Pre-Decision</u>	
By Chief Officers at	on:
By Political Group Leaders on:	
By Strategic Policy Panel (if required) on:	
<u>Post-Decision</u>	
By Strategic Policy Panel (if Required) on:	

**FORWARD PLAN ITEM**

**Meeting:** Executive Member for Children & Young People's Services and Advisory Panel

**Meeting Date:** 19/01/09

**Keyword:**

**Item Type:** Executive Member Decision - of 'Normal' importance

**Title of Report:** Quality and Access for All Young Children - Early Years Capital Grant

**Description:** Purpose of report: allocation of government funding for projects to improve quality and access relating to delivery of Nursery Education Grant for 3 and 4 year olds. Three year capital funding available for minor and major works in voluntary, private, independent sectors and with childminders.

Members are asked to: To approve recommendations of the Places Sub Group - Capital Panel, a sub group of the Early Years and Extended Schools Partnership on which bids should receive funding.

**Wards Affected:** All Wards

**Report Writer:** Barbara Mands **Deadline for Report:** 30/09/08

**Lead Member:** Councillor Carol Runciman

**Lead Director:** Director of Learning, Culture & Children's Services

**Contact Details:** Barbara Mands, Acting Deputy Head of Service & Policy & Planning Manager

barbara.mands@york.gov.uk

**Implications** Equalities

**Level of Risk:** 04-08 Regular **Reason Key:** monitoring required

**Making Representations:** In writing or by email to Barbara Mands/Rosemary Flanagan

**Process:** N/A

**Consultees:** Consultation carried out with the Places Sub Group, a sub group of the Early Years and Extended Schools Partnership. This sub group has a wide range of representation including private nurseries, playgroups, childminders, property services, Steps to Quality and Education Resources

**Background Documents:** Committee Report for Quality and Access for All Young Children - Early Years Capital Grant

**Call-In**

If this item is called-in either pre or post decision, it will be considered by Scrutiny Management Committee on: 26/01/09

**Internal Clearance Process**

Pre-Decision

By Chief Officers at

on:



<b>FORWARD PLAN ITEM</b>	
<b>Meeting:</b>	Executive Member for Children & Young People's Services
<b>Meeting Date:</b>	19/01/09
<b>Keyword:</b>	
<b>Item Type:</b>	Executive Member Decision - of 'Normal' importance
<b>Title of Report:</b>	Report of commissioning of Early Intervention Fund and Better Play Grants
<b>Description:</b>	Purpose of report: To outline the commissioning process and set out the recommendations as to which pieces of work should be approved.  Members are asked to: Report will ask members approve the recommendations and to note the commissioning process.
<b>Wards Affected:</b>	All Wards
<b>Report Writer:</b>	Bernie Flanagan
<b>Lead Member:</b>	Councillor Carol Runciman
<b>Lead Director:</b>	Director of Learning, Culture & Children's Services
<b>Contact Details:</b>	Bernie Flanagan  Bernie.Flanagan@york.gov.uk
<b>Deadline for Report:</b>	05/01/09
<b>Implications</b>	C&C
<b>Level of Risk:</b>	01-03 Acceptable
<b>Reason Key:</b>	
<b>Making Representations:</b>	In writing or by email to Bernie Flanagan
<b>Process:</b>	N/A
<b>Consultees:</b>	N/A
<b>Background Documents:</b>	Committee Report for Report of commissioning of Early Intervention Fund and Better Play Grants
<b>Call-In</b>	
If this item is called-in either pre or post decision, it will be considered by Scrutiny Management Committee on: 26/01/09	
<b><u>Internal Clearance Process</u></b>	
<u>Pre-Decision</u>	
By Chief Officers at	on:
By Political Group Leaders on:	
By Strategic Policy Panel (if required) on:	
<u>Post-Decision</u>	
By Strategic Policy Panel (if Required) on:	

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