



## ***EDUCATION, SKILLS AND CULTURE CABINET BOARD***

***Immediately Following Scrutiny Committee on  
THURSDAY, 17 JANUARY 2019***

***COUNCIL CHAMBER - PORT TALBOT CIVIC CENTRE***

1. Appointment of Chairperson
2. Declarations of Interest
3. Forward Work Programme 18/19
4. Youth Service Update *(Pages 3 - 42)*  
Report of the Head of Participation
5. Childcare Facilities within Schools in Neath Port Talbot  
*(Pages 43 - 50)*  
Report of the Head of Participation
6. Safeguarding Update *(Pages 51 - 92)*  
Report of the Head of Participation
7. Pupil Attendance Update *(Pages 93 - 98)*  
Report of the Head of Transformation
8. Additional Learning Needs Statutory Processes *(Pages 99 - 120)*  
Report of the Head of Transformation

9. Urgent Items

Any urgent items (whether public or exempt) at the discretion of the Chairperson pursuant to Statutory Instrument 2001 No. 2290 (as amended).

**S.Phillips**  
**Chief Executive**

**Civic Centre**  
**Port Talbot**

**Thursday, 10 January 2019**

**Cabinet Board Members:**

**Councillors:** A.R.Lockyer and P.A.Rees

**Notes:**

- (1) *If any Cabinet Board Member is unable to attend, any other Cabinet Member may substitute as a voting Member on the Committee. Members are asked to make these arrangements direct and then to advise Democratic Services staff.*
- (2) *The views of the earlier Scrutiny Committee are to be taken into account in arriving at decisions (pre decision scrutiny process). The Chairperson and Vice Chairperson of the relevant Scrutiny Committee will be invited to be present at this meeting.*

## **NEATH Port Talbot COUNTY BOROUGH COUNCIL**

### **Education, Skills and Culture Cabinet Board**

**17<sup>th</sup> January 2019**

### **Report of the Head of Participation Chris Millis**

#### **Matter for Information**

#### **Wards Affected:**

All wards.

### **Youth Service Update**

#### **Purpose of the Report**

**To provide members with an update on the Local Authority Youth Service.**

#### **Executive Summary**

Neath Port Talbot Youth Service consists of 29 Full time staff and 62 part time staff funded via a mixture of Core funding and external Grant Funding. The youth service seeks out to offer young people opportunities to learn and develop through good quality youth work interventions.

The service has both open access and targeted services which together have worked with over 6,000 young people aged 11-25.

The Youth Services Keeping in Touch Team and Legacy Team have made good progress in helping reduce the number of young people leaving school to become Not in Education, Employment or Training (NEET) to our lowest ever figure of 2.3%.

The Community based Youth Clubs have maintained the number of young people attending over the years with 1,230 individual young people attending them in 2017/18.

The Youth Service has been active in supporting schools by using the mobile provision to provide lunch club activities for young people.

Targeted work has increased with grants now making up for over 50% of the youth service funding. This work supports vulnerable young people as individuals and also in groups and the youth service is now responsible for running the Families First Funded Young Carers provision.

The Youth Council has grown from strength to strength and this was recognised this year with the Youth Council being awarded a National Youth Excellence Award.

Our Duke of Edinburgh Award Scheme has maintained its high standards and is still within the top 3 highest achieving schemes in Wales.

The healthy relationships and sexual education sessions delivered to young people is now dependant on Core funding due to the withdrawal of funding from the local health board.

Outcomes for young people have increased during 2017/18 with over 600 individual young people gaining a nationally recognised accreditation.

The Youth Service has recently been awarded the Bronze Level Quality Mark for Youth Work.

## **Background**

Neath Port Talbot Youth Service currently employs 29 full time staff and 62 part time staff to deliver a range of supportive and educational activities to young people aged 11-25. Please see the Youth Service Structure attached (Appendix 1)

Neath Port Talbot Youth Service sets out in its Vision to encourage and enable young people to have fun, participate in all opportunities available to them and to gain the skills needed to become happy, confident and fulfilled adults and members of their communities. This is backed up by the service Mission Statement to deliver good quality learning, social and recreational opportunities and activities through highly motivated, well trained and enthusiastic youth workers in safe and friendly places accessible to all young people.

### **Young People in Neath Port Talbot**

According to the Office for National Statistics mid 2017 data there are 23,450 young people aged 10-24 resident in Neath Port Talbot. Young people within this age group account for just over 16.5% of the total population. There are slightly more males than females 52.2%/47.8% split.

The 2011 census reports that 6,197 or 25% of young people aged 10-24 are able to speak Welsh. The number of Welsh speaking young people increases at the lower end of the age range with 46% of Welsh speakers in the age range 10-14, 34% aged 15-19 and 20% aged 20-24.

Neath Port Talbot has 12 LSOAs that are within the top 10% of the most deprived communities in Wales (WIMD 2014). There are two Communities First Delivery Areas across the County Borough. Neath Port Talbot has 42 electoral wards.

### **Needs Analysis**

#### ***Youth population***

Wards with the most young people are predominantly those within and around the urban areas of Neath and Port Talbot and those that

make up the Afan Communities First Cluster area. The highest actual numbers of young people aged 11-25 are in Bryn and Cwmavon (1109), Bryncoch South (1000), Neath East (1050), Port Talbot (1023), Sandfields East (1177) and Sandfields West (1247). Young people in these areas account for, on average, 17% of the total population. Some wards have a smaller number of young people but the concentration of young people, as a percentage of the total population, is larger than the average of 17% e.g. Briton Ferry West (19.2%) and Gwynfi (19.3%).

The top 10 wards that have the highest number of young people as a percentage of the total youth population are Sandfields West, Sandfields East, Bryn and Cwmavon (5%), Aberavon, Baglan, Bryncoch South, Neath East, Neath South, Pontardawe and Port Talbot (4%).

Half (50%) of the total youth population are concentrated in roughly one third of the wards (12 wards) in Neath Port Talbot.

### ***Unemployment rate:***

Year 11 destination statistics collated by Careers Wales West indicate that the number young people transitioning from school into NEET has reduced steadily from 7.1% in 2009 to 2.3% in 2017. In 2013 the NEET figure increased to 4.4%. The increase was attributed to the reduction in ENGAGE provision, improved response rates to the Careers Wales survey, lack of social mobility within the population and lack of employment and employed status training opportunities. The latest information from Careers Wales shows Neath Port Talbot's lowest ever figure of 2.3%.

Using the Careers Wales Tier Model the number of NEET young people aged 16 – 18 has decreased to its lowest level since our records began. This is not to say that isn't an issue for young people and over recent years the number of NEET young people has been problematically high. At its highest points in August 2015 and August 2016 there were over 350 young people in Tier 1-3. The Youth Service and partners have made a sustained effort and reduced this figure to under 200 Tier 1-3 young people in August 2018. Further work to reduce the NEET figure is ongoing. Please see the latest graph (attached as Appendix 2)

## **Youth Service Provision**

The Youth Service currently has contact with 27% of 11-25 year olds within Neath Port Talbot through a mix of universal, targeted and specialist provision. This is above the Welsh average of 16% and places us with the 4<sup>th</sup> highest percentage of members in Wales.

### ***Universal provision:***

This is open access provision that is available to all young people aged 11-25 (although youth clubs are 11-18) and delivered through the following methods:

- 12 youth clubs – centre based (*Blaengwynfi, Bryn, Croeserw, Cymmer, Sandfields, Taibach, Bryncoch, Cimla, Crynant, Cwmllynfell, Glynneath, Seven Sisters.*)
- Rolling Zone – mobile provision
- Lunch Clubs – base within 4 Secondary Schools (Ysgol Bae Baglan, Ystalyfera, Cwmtawe, Llangatwg)

Although described as universal provision, it is not universally available across the whole of Neath Port Talbot. Youth club provision is mainly located in areas of high deprivation but not always in those areas that have the highest numbers of young people or those with the greatest concentration of young people.

There are currently 12 community based youth clubs geographically spread throughout the local authority in a number of community settings for example; schools, community centres and or buildings [see appendix 3]. They each vary in relation to the number of nightly sessions and opening times offered to young people. Attendance can fluctuate, with the highest attendance at Taibach youth club and the lowest at Bryn youth club. During 2017/18 the number of young people [contacts] attending our youth clubs equate to 1230 [542 Female and 688 Male] and the ages ranges of young people are between 11-19 [see appendix 4].

There are at least 4 youth practitioners in attendance in each youth club, one of which will be a worker in charge [responsible for the operational/supervision and management of the youth club. The others through a culture of participation, provide and developing opportunities and initiatives that foster learning that respond to young people's needs. This is undertaken by utilising our youth work curriculum framework, which provides a foundation for practitioners to plan deliver and evaluate their work systematically, measure outcomes achieved with young people and address our Youth Service aims and the principles that inform youth work in Wales. Such outcomes include accreditation programmes, Millennium Volunteer Junior Leadership Awards and certification of achievements that provide recognition of young people's learning in relation to our curriculum framework. Young people are also offered an opportunity to engage in a number of trips and events throughout the year that not only celebrate their achievements but encourage new cultural learning.

Issues impacting on our community based youth clubs range from a reduction in numbers/footfall, staffing pressures due to recruitment issues and reduced finances within the context of current budget limitations. Additionally there are added pressure on practitioners who are now having to work with young people who present complex health issues although not exhaustive they include; self -harm, sexuality and relationships issues. Consequently, this work is escalated to one or more of our four full time youth practitioners to managing cases of young people who are in crisis. This impacts on the role and current workload of the full time team who currently manage many other elements of our core youth service provisions

The Rolling Zone consists of a large and small mobile unit and is used to provide services in areas where club provision does not exist, to support outreach in areas where diversionary activities are needed to reduce youth annoyance, to support project work with targeted groups such as NEETs and to increase the reach of the service to more young people at local community and partner events and through lunch time clubs on school premises.

## **Schools and Lunch Club provisions:**

Utilizing our Rolling Zone bus we provide prevention and interventions, programmes for young people as part of a whole school approach with partners in education, health and the third sector. Delivery of such programmes include an OCN Agored Cymru health and wellbeing accredited programme in secondary schools. In addition our lunch club provision supports the increase of young people's physical activities [for example, through volleyball, skipping and teambuilding activities], thus contributing to an improvement in young people's health and wellbeing. In addition we are addressing mental health and emotional resilience through many of our sessions offered to young people in our schools with other partners for example WACDA, Barnardo's, KICKS Swansea City AFC.

Some issues persist around the unreliability of the vehicle [Rolling Zone] for the lunch clubs due to its age and condition, resulting in costly repairs which is also time-consuming. Limitations regarding staffing and pressure regarding keeping up with the demands from schools and partners in the wider community [local events etc.] to provide the provisions can also be an issue.

### ***Targeted provision:***

Targeted provision is much more focused and can be aimed at specific groups of young people with particular needs such as NEETs or targeted due to certain characteristics such as young carers, LGBT or Speech and Language. This provision is funded through a variety of external sources including, WG Youth Support Grant, Families First, ESF Grant and Communities First Legacy Grant. Each funding stream has its own requirements and is subject to change dependent on the direction of the funding provider:

- **Families First** now focuses on 4 main areas :
  - **Caseloads.**
  - **Transition**
  - **Vulnerable Groups**
  - **Young Carers**

Family First funded youth workers now focus on early intervention and prevention activities for young people.

- **WG Youth Support Grant** funds 3 Keeping in Touch Youth and Community Workers who focus on NEET young people aged 16-25 as well as the Youth Engagement and Coordinator. This grant has been provided to enable the authority to implement the Youth Engagement and Progression Framework. The Engagement and Progression Co-ordinator post who oversees the development of systems and procedures to ensure young people are able to make an effective transition to post 16 employment, education and training. Working with schools, Careers Wales and post 16 education and training providers the co-ordinator focuses on early identification of young people at risk of becoming NEET and reengaging those that are NEET into employment, education and training.

**Cam Nesa ESF** Grant provides Youth Work support that seeks to make a significant reduction in the number of 16-24 year old young people who are NEET through improved engagement specific to individual needs. The **vision** for the Operation is a participant-led, young-person centred network of opportunities, responding to those young people identified as NEET and then providing them with the right level of challenge and support, and additional activities to help them make genuine progress.

The **aims** of the Operation are:

- Reducing the number of 16-24 year-olds who are NEET.
- Ensuring that all young people are supported to enable them to re-engage in employment, education and training whatever their intended destination may be.
- Providing improved engagement and progression opportunities for all young people and contributing to higher achievement rates.
- To promote longer term employability of those young people.
- Linking with a wider range of initiatives seeking to support this group of young people.
- Working in an integrated way across existing local authority partnerships (e.g. 14-19 Networks, EPC-led multiagency meetings) and also cross-sector (Local Authority, Schools, FE Colleges, Third Sector, Training Providers, Careers Wales and Job Centre Plus).

- **Communities First Legacy Grant** provides Employment, Training and Education support for young people aged 14-16 in years 9-11 of all secondary schools within Neath Port Talbot. The Legacy Youth Workers support young people identified by their schools, the VAP and discussions both within and outside of the school environment. The Legacy team also transition with the young people at the end of year 11 to best support them into a positive Education, Employment or Training destination;

### ***Specialist provision:***

These services are a mix of both universal and targeted provision but all meet a specific need for young people.

### ***Youth Council:***

The Youth Council consists of 12 young people aged 11+ who were elected through a democratic process. The Youth Council is the representative voice of young people aged 11-25 in Neath Port Talbot and has been recognised as the first point of contact for youth engagement in decision making by the Local Service Board and County Councillors. The members come from a range of targeted groups such as looked at children, young people who are leaving care, young carers and speech and language groups as well as representatives from secondary schools. The Youth Council have representatives on the Children's Commissioner Advisory Panel and the UK Youth Parliament. The Youth Council are involved in assisting social and political change by meeting regularly with decision makers to advocate for and amplify the voices of young people who are residents of NPT. A more detailed report on the Youth Council is attached (see appendix 6).

### **Duke of Edinburgh Award Scheme and Open Gold Centre:**

The D of E is available to young people from the age of 13+. It is run in all secondary schools and also operates through some community youth groups. A range of other youth organisations, such as youth clubs and uniformed organisations, also play a key role in supporting young people through the various D of E sections. With 3 levels i.e.

bronze, silver and gold, it offers a good opportunity for young people to develop or improve their skills, provide support to their communities, and test their physical and emotional resilience through an outward bound expedition. Neath Port Talbot is recognised as providing one of the best schemes in Wales, we are always within the top 3 local authorities for the number of young people that gain a D of E annually. We also have the highest average completion rate in the country over the last 5 years. The D of E is a nationally accredited outcome and is well recognised by employers, further and higher education providers. The Youth Service has an extensive store of equipment available to schools and youth organisations which are loaned out to keep the cost down for young people.

### **Open Gold Centre:**

The Open Gold Centre is open to any young person in NPT aged between 16-24. The centre provides a 10 month programme which delivers the training for the Gold expedition. The training takes place in the Brecon Beacons and the final expedition takes place in Dartmoor. The centre also operates a young leader's scheme for the young people who have completed the Gold Award and want to remain involved with the centre. They therefore join this scheme which trains them up as expedition leaders and they work as volunteers with the Open Gold Centre and also with secondary schools at Bronze and Silver level.

### **Relationship and Sex Education [SRE]**

The Youth Service make a significant contribution to the delivery of SRE within the local authority and support the lessons in the locally devised SRE Key Stage 3 SRE pack. The pack enables partners and professionals [Teachers, Youth and Nurse Practitioners] to deliver SRE in secondary educational schools across NPT to provide a cohesive approach to SRE. The approach provides a consistent educational experience for all young people within the county borough, adhering to relevant Welsh Government SRE recommendations. In addition a Senior Officer within the core Youth Service team manages the NPT SRE group which brings together all relevant partners involved in SRE reporting to the Director and

Assistant Director of Education and the VAWDASV Leadership Group.

### **Relationships Advise Drop in Service [RADS]**

Is a free, confidential, non-judgemental service accessible in a number of our community venues [youth clubs/schools/colleges and mobile provisions] at convenient times for young people and delivered by highly trained youth practitioners in the field of sexual health and young people. RADS practitioners deal with a range of issues including; safe relationships, contraception, pregnancy, abortion, sexually transmitted infections [STI's], LGBT and many other health issues. Additionally, they provide barrier contraception, pregnancy testing, advice and support to access secondary sexual health and other health service to address; substance misuse, eating disorders, smoking cessation, sexual exploiting, abusive relationships, self-esteem and mental health issues. The Youth Services RADS manager provides a daily on-call emergency service for RADS. Issues regarding this service relate to the withdrawal of funding form the LHB [RADS was funded by the LHB from 2001 - until 2017].

### **Outcomes for Young People**

During 2017/18 the number of young people achieving a nationally accredited outcome from the Youth Service raised to 10% with 648 individuals being awarded either a Duke of Edinburgh Award or a Qualification ranging from entry level to level 3.

Local outcomes for the Youth Service during 2017/18 was 2,033 which is 32% of the young people who engaged with the Service.

### **Outcomes for the Youth Service**

During 2018 the Youth Service Received a Youth Excellence Award for its work with the Youth Council and also received the Bronze Quality Mark.

## **2019/20 Financial year**

The Youth Service is also currently working with the Welsh Government on proposals to secure additional grant funding to address issues around Youth Homelessness and Mental Health.

## **Appendices**

**Appendix 1 – Youth Service Structure**

**Appendix 2 – NEETs Graph**

**Appendix 3 – Youth Clubs info**

**Appendix 4 – Youth Clubs Attendance Summary**

**Appendix 5 – Youth Council Report**

## **Officer Contact**

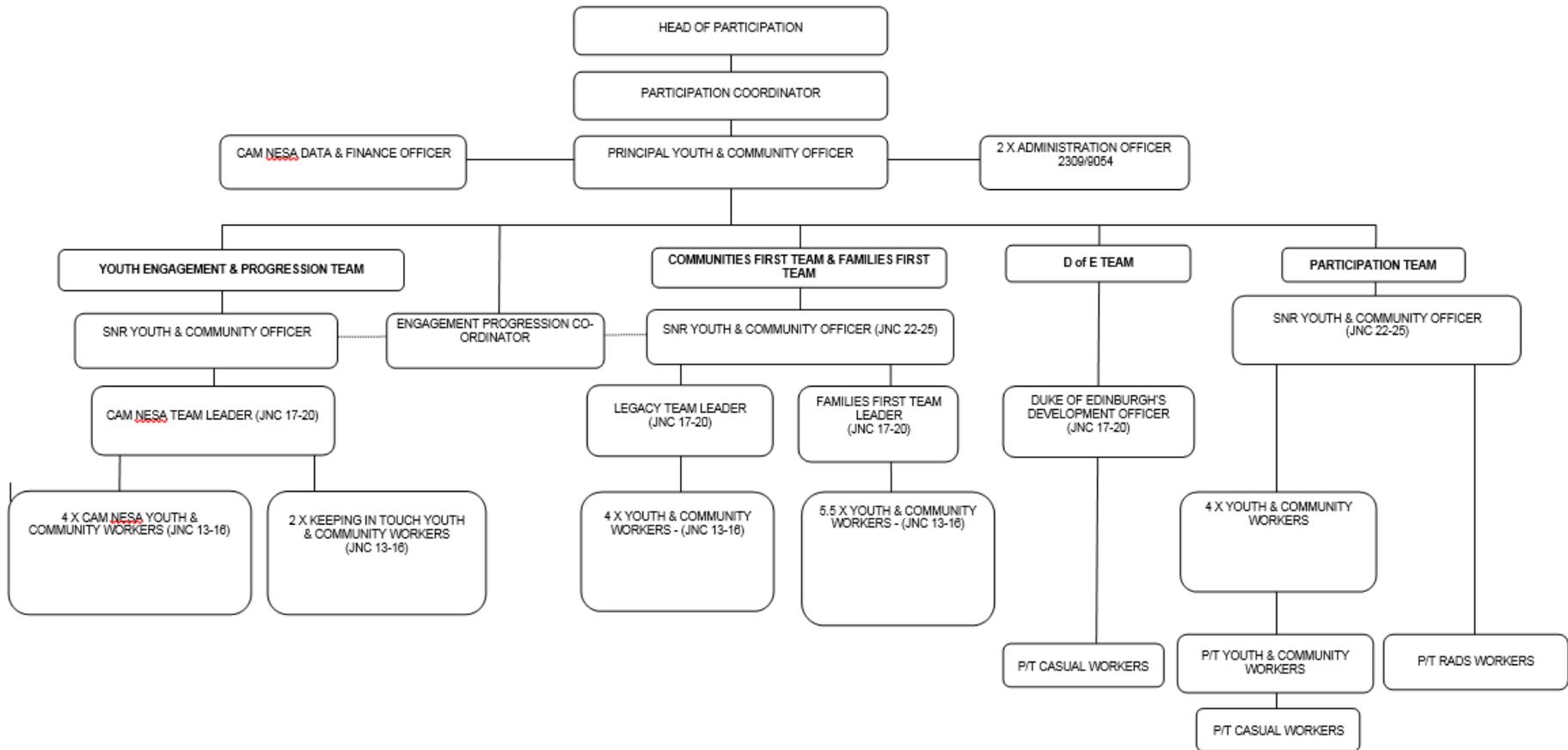
1. **Chris Millis, Head of Participation, Telephone 01639 763226 e-mail [c.d.millis@npt.gov.uk](mailto:c.d.millis@npt.gov.uk)**

**Angeline Spooner-Cleverly, Participation Co-Ordinator, Telephone 01639 686044 e-mail [a.spooner@npt.gov.uk](mailto:a.spooner@npt.gov.uk)**

**Jason Haeney, Principal Youth & Community Officer, Telephone 01639 763007, e-mail [j.haeney@npt.gov.uk](mailto:j.haeney@npt.gov.uk)**

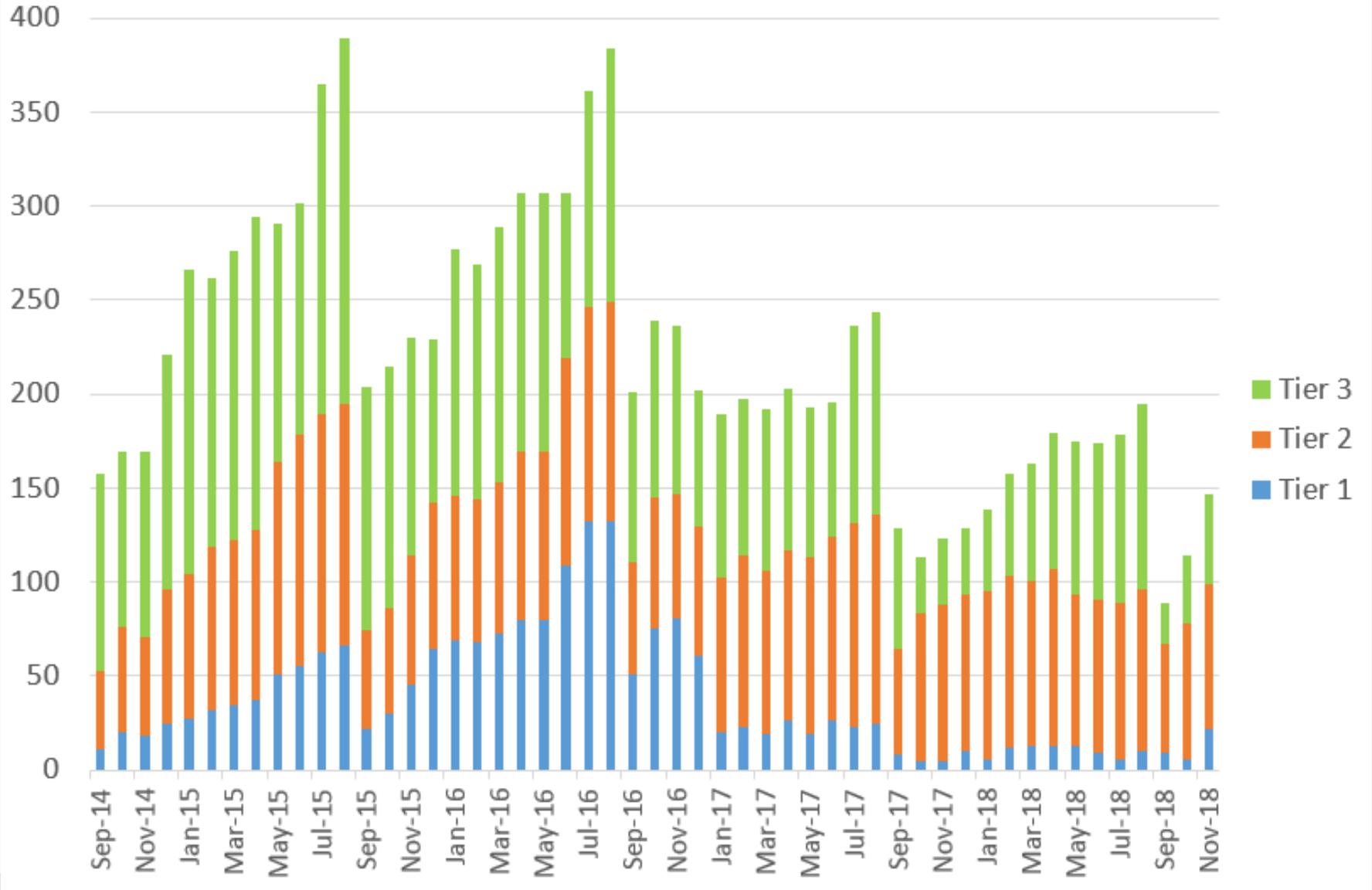
# Appendix One

PROPOSED STRUCTURE 2018



# Appendix Two

## NPT Tiers 1,2 & 3



## Appendix Three

# Youth Clubs In Your Area

**Cwmillynfell Youth Club**

The Welfare Hall

Tues 6:30pm-8:30pm

Weds 6:30pm-8:30pm

**Bryn Youth Club**

The Community Centre

Fri 6:00pm – 8:00pm

**Blaengwynfi Youth Club**

The Library and  
Public Hall

Wed 5:45pm-7:45pm

**Glynneath Youth Club**

The Training Centre

Thurs 6:00pm-8:30pm

**Seven Sisters Youth Club**

The Community Centre

Thurs 6:30pm-8:30pm

**Bryncoch Youth Club**

The Community Centre

Thurs 7:00pm-9:00pm

**Crynant Youth Club**

The Community Centre

Tues 6:00pm-8:00pm

Fri 6:00pm-8:00pm

**Cymmer Youth Club**

Cymer Afan  
Comprehensive

Tues 5:30pm-7:30pm

Fri 5:00pm-7:00pm

**Taibach Youth Club**

The Community  
Education Centre

Tues 7:00pm-9:00pm

Thurs 7:00pm-9:00pm

**Sandfields Youth Club**

Ysgol Bae Baglan

Tue 7:00pm-9:00pm

Thurs 7:00pm-9:00pm

Fri 6:00pm-8:00pm

**Cimla Youth Club**

The Community Centre

Mon 6:00pm-8:00pm

**Croeserw Youth Club**

The Community  
Enterprise Centre

Mon 6:00pm-8:00pm

## Appendix Four

### Youth Club Summary 2017-18

Youth Club	No of Sessions Open	Contacts	No of Individual YP	Female	Male	Average Attendance
Blaengwynfi	29	947	114	65	49	33
Bryn	25	105	24	11	13	4
Brynoch	23	236	51	22	29	10
Cimla	29	234	41	21	20	8
Croeserw	21	444	75	33	42	21
Crynant	57	819	70	30	40	14
Cwmllynfell	59	1266	94	43	51	21
Cymmer	49	757	101	44	57	15
Glynneath	28	303	42	15	27	11
Sandfields	82	3205	315	112	203	39
Seven Sisters	26	310	53	21	32	12
Taibach	59	3262	240	120	120	55
Ystalyfera	4	20	10	5	5	5
<b>Total</b>	<b>491</b>	<b>11908</b>	<b>1230</b>	<b>542</b>	<b>688</b>	<b>24</b>

## Appendix Five

# Youth Council Report 2017 – 2019

## YOUTH COUNCIL REPORT

### Background - NPT Youth Council

NPT Youth Council is a vehicle for social and political change which maintains a vibrant inclusive and representative body underpinned by the UNCRC.

The overall aim of the project is to increase/embed young people's participation in communities, local regional and national decision making structures while the specific aim is to ensure children and young people have a voice and their rights are respected.

The youth council encourage and exemplify active citizenship by devoting themselves to selfless voluntary service for the benefit of those engaged - this challenges any bias that broadly speaking young people need protecting and are not capable of making decisions affecting their lives.

The Youth Council meet with the decision makers at a local level to amplify these voices, enrich decision-making processes, share perspectives and participate as active citizens, volunteers' campaigners, decision makers, leaders and facilitators of change.

The Youth Council Members get involved in their communities and democracy locally, regionally and nationally with representatives on The Children Commissioners Advisory Panel, Abertawe Bro Morgannwg Youth Health Board (ABMU), British Youth Council, UK Youth Parliament, Public Health Wales and a local Mental Health Youth Group. Youth Council Members also build alliances across the community, working with the EYST project and Intergenerational Work with the Older Peoples Council.

NPT Youth Council members have made a measurable impact as passionate advocates for those who are vulnerable/marginalised or less able to speak for themselves e.g. creating opportunities for special interest groups to participate as elected members e.g. LGBTQ, Young Carers, BME, Speech & Language Group and Looked after Children.

The main driver for the work is Article 12 of the UNCRC

### ESTYN Inspection 2017

The youth council met with the Estyn Inspectors on 6 December 2017 at Baglan Training Centre. Estyn recorded the following in their report:

...*'The youth council draws appropriately on a wide range of young people representing schools and colleges as well as particular interest groups such as the LGBT forum and LAC forum. As part of its work, the youth council meet with elected members of the cabinet every three months and petitions councillors effectively on behalf of young people living in Neath Port Talbot'*.

**(Estyn 2017 – 'A Report on Neath Port Talbot Borough Council' December 2017)**  
**[www.estyn.gov.wales](http://www.estyn.gov.wales)**.

## **Make Up of NPT Youth Council 2017 - 2019**

Groups represented on the Youth Council are Cefn Saeson, Cwmtawe, Llangatwg, Dwr y Felin, St Josephs and Ysgol Bae Baglan. Neath and Gorseinon college are also represented. Special interest groups include young people from Speech and language, LGBTQ, Young Carers, Looked after children, Families First Caseload, and BME. Other special interest groups who feed into the youth council include Gypsy Traveller education, 9 Youth Clubs along with Dwr y Felin Mental health youth group. A group of skaters at Aberavon Beach have also contacted the youth council with issues during 2018.

Special Interest groups who referred young people; who then choose not take up the offer included Calan DVS and Route 16.

## **LEGISLATION**

The legislation and local authority duties are:

### **The Children and Families (Wales) Measure 2010**

Requires local authorities to promote and facilitate participation by children and young people in decisions that might affect them (Welsh Government, 2010). It requires local authorities to:

"Make such arrangements as they consider suitable to promote and facilitate participation by children in decisions of the authority which might affect them, and to publish and keep up to date information about its arrangements."

Local authorities fulfil these responsibilities through a named youth participation officer and one or more youth forums that represent the voice of young people at a local level.

### **The Well-being of Future Generations (Wales) Act 2015 guidance 'Shared Purpose: Shared Future'**

This makes specific references to the National Participation Standards for Children and Young People, whilst Annex B of the guidance for Public Service Boards sets out the expectation of adopting the National Participation Standards in working with partners, to enable children and young people to have a voice.

## **Rights to Action Wales (2004)**

'Rights to Action' is a policy document issued by the Welsh Government in 2004. It states that:

*"Children and young people should be seen as citizens, with rights and opinions to be taken into account now. They are not a species apart, to be alternately demonised and sentimentalised, nor trainee adults who do not yet have a full place in society."*

'Rights to Action' adopts seven broad policy aims for children, which are presented as a direct translation of the UNCRC's articles.

### **Local Participation Action Plan Guidance Briefing Local Service Board (LSB)**

The LSB has a statutory duty to enable the participation of children and young people in decision-making as defined in Article 12 of the United Nations Convention on the Rights of the Child (UNCRC) and to ensure that children and young people's involvement is embedded into every aspect of the planning, delivery and evaluation of local services.

The legislative basis for this requirement is contained in Section 12 of the Children and Families Measure (2010). Guidance to LSBs on developing the Single Integrated Plan reinforces this duty.

In order to meet the requirements of the legislation, and subsequent guidance, LSBs and local partners must:

Promote and facilitate participation within the broader context of children and young people's rights

Integrate children and young people's participation into all aspects of planning, delivering and reviewing services in a way that informs the Single Integrated Plan.

Develop and implement a Local Participation Action Plan that sets out: its intentions in enabling children and young people to have a voice and be involved in decision-making at a local level;

Ensure that children and young people feel listened to, are empowered, and consequently services better meet their needs;

Lists what local partners will do to promote and facilitate the participation of children and young people in planning, delivering and reviewing services, and how this will contribute to local authority priorities and the priorities of the Single Integrated Plan

The LSB and local partners must ensure that each local authority area has a meaningful, effective and representative Youth Forum.

It is stressed that – as a minimum – resourcing children and young people's participation at the local level should include resources and staffing to support the local Youth Forum and awareness-raising of the UNCRC. That the LSB establish clear lines of accountability

between the LSB and Youth Council and recognise the Youth Council as the body to represent young people across Neath Port Talbot in decision making.

## **UNITED NATIONS CONVENTION ON THE RIGHTS OF THE CHILD 1989 (UNCRC)**

Participation is one of the guiding principles of the United Nations Convention on the Rights of the Child (UNCRC). Article 12 of the UNCRC sets out the right of children and young people to express an opinion and to have their opinion taken into account when decisions are being made on any matter that affects them. Article 12 is the main driver for the youth council's work as it's an enabling right which empowers young people to access broader rights under the convention within the family, the school and the larger community context.

This guiding principle affirms that children are active citizens with an important contribution to make to their families, schools, communities and nation. They have the right to express their views in all matters affecting them and for their views to be heard and given due weight in accordance with the child's age and maturity. It recognises the potential of children to enrich decision-making processes, to share perspectives and to participate as citizens and facilitators of change.

The UNCRC is also the most widely ratified human rights treaty in the world – accepted by non-state entities, such as the Sudan People's Liberation Army (SPLA), a rebel movement in South Sudan. All UN member states except for the United States have ratified the Convention. The UK signed it in 1990, and it came into UK law in 1992.

The UNCRC is also the only international human rights treaty to give non-governmental organisations (NGOs), like Save the Children, a direct role in overseeing its implementation, under Article 45a.

### **Partnership Work:**

The youth council have mechanisms in place to enable ongoing, structured, systematic and meaningful engagement with partners. For example they are regularly consulted on most aspects of service provisions e.g. the design of play spaces, health issues, promotional materials e.g. ACES card, Young Carers Posters and recently Calan DVS Early Intervention Project Year 7.

Another example - Community Safety requested the Youth Council consult on their Adverse Childhood Experience (ACE) card they hand out to young people. The card highlighted the services young people can access for additional support.

The youth council recommended several changes and this was done. More young people may now pick it up.

The importance of working with partners who share the same aims and objectives is paramount to the success of any partnership work. However we currently do not have a partner organisation to work with due to cuts in different organisation's funding streams.

For example during the 2015 - 16 term we worked with the CRU who then lost their funding.

The Youth Council's partners include the Youth Service who fund a dedicated worker, venue and travel costs to projects and events which include reward activities. The local authority cabinet members are also considered partners along with the young people resident in NPT.

### **How the Youth Council engages with their communities of Practice:**

The youth council go that extra mile to champion children's rights by giving young people a voice, empowering them with their rights and achieving fantastic outcomes on their behalf. As mentioned, this is achieved with support from the local authority's councillors/youth service.

Young people contact the youth council through social media, by letter, email, petitions and most recently by video. The youth council undertake consultations, face to face meetings and attend youth groups/events. An intergenerational project is on-going while the local authority involve the youth council is most aspects of services designed for young people.

### **NPT Youth Council Elections 2017 - 19**

In 2017 young people aged between 11 - 25 years old and resident/in school within Neath Port Talbot had the opportunity to stand as a candidate in the youth council elections. Opportunities were also created for young people from Young Carer's, Speech & Language Youth Club, Route 16, and Looked after Children along with young people from the LGBTQ & BME community.

We also approached the Gypsy Traveller community, Action for Children and Calan DVS. Calan DVS submitted two Candidate forms however two young people choose not to take up the offer. The Gypsy Traveller community said they would feed any issues in.

Having a committed group of young people was essential to the success of the Youth Council. A very detailed and comprehensive bi lingual Candidate Pack was produced for the election year, ensuring that young people fully understood what they were signing up for.

Presentations were delivered in schools and youth groups - youth workers answered any questions. Once elections had taken place, 2 days of training were delivered to the new members over the summer period, to again ensure that they understood their role and the commitment needed to be on the Youth Council.

Children's Rights training along with building an effective youth council were covered. This enabled the young people to be involved in the decision making and shaping their youth council so it was fit for their purpose.

Invited guests included the EYST Project who delivered a Hate Crime/Islamophobia workshop, Paul Hinder led on a consultation on play parks and spaces while Liam from corporate delivered a consultation on the Well Being of Future Generations Act 2015.

The 2017-19 elections resulted in the new youth council being the most representative to date. It successfully represented the views of thousands of young people across NPT and ensured that minority groups had a voice, something which built on the 2015 -17 elections.

Prior to the election the lead youth worker had contacted all the schools within NPT offering them the opportunity to participate in the elections. Following discussion with the principal officer of the youth service it was agreed that 3 places per school would be offered and two spaces per special interest/marginalised group. Any Independents in colleges who applied would also be considered. These numbers were generated to ensure the lead worker had the capacity to manage the group.

<b>Number of young people elected to the Youth Council 2017 – 2019</b>
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<b>Schools</b>	<b>Number of Seats Allocated</b>	<b>Seats Taken Up</b>	<b>Reason not taken</b>
Cefn Saeson	3	3	
Cwmtawe	3	3	
Dwr-y-Felin	3	3	
Dyffryn	3	0	Did not participate
Llangatwg	3	2	
St Josephs	3	1	Did not participate
Ystalyfera	3	0	Did not participate
Ysgol Bae Baglan	3	2	Did not participate

Afan College	2	0	Did not participate
Neath College	2	2	
Gorseinon College	2	2	
<b>Special Interest Groups</b>			
LGBTQ	2	1	
Young Carers	2	0	Referral from Ian Whitehead Ross did not engage or reply
Looked After Children	2	2	
Speech & Language Group	2	2	
Route 16	2	0	One young person changed his mind
Calan DVS	2	0	Young people referred changed their mind
Action for Children	2	0	Will feed in through forum
BME	2	2	
Gypsy Travellers	2	0	Feed in through forum

During the Cabinet Liaison Meeting in October 2017 the youth council asked the Director of Education to speak to the Heads of schools who did not offer their young people the opportunity. This approach would then encourage these schools to participate.

Following this meeting the youth worker received emails from Ysgol Bae Baglan, Ystalyfera and Dyffryn schools asking to participate. Despite the enquiries only Ysgol Bae Baglan referred their young people. These two young people are now taking an active role on the youth council.

One young person from St Josephs contacted the youth council herself to stand as a Candidate. This young person has since been voted deputy chair by her peers and is an active member of the youth council.

### **Attendance issues/Drop Outs/Resignations up to and including**

**December 2018**

Reasons given included:

Saturday jobs, attendance issues leading to resignation by text, no contact, no contact since being referred to the youth council despite information being posted out. A Candidate forms was received from Ian Whitehead Ross for a young carer however this young person did not turn up for training and t/c did not receive any response. 2 Candidate forms were received from Calan DVS however parents texted to say their young people had changed their minds.

From January 2018 there were approx. 18 active elected members of NPT Youth Council.

### **Examples of On- Going Work 2018**

#### **Cuts to Minority Ethnic Achievement Service & Traveller Education**

The Youth Council are campaigning to reverse the decision to cut individual funding streams to the Minority Ethnic Achievement Service (MEAS) and the Traveller Education Service (TES) in NPT. These funding streams will be merged into the new Education Improvement Grant.

The background to the campaign was information from the Traveller education community highlighting how cuts would affect them. The youth council were already aware of the high quality service delivered by the MEAS team after, previously asking for evidence on whether minority ethnic groups' rights were being upheld in NPT. A fantastic presentation was delivered by Jan Hoggan (MEAS) during a youth council cabinet liaison meeting.

Actions to date included letters from the youth council to Cabinet Secretary of Education Kirsty Williams stating the rights of these young people were not being respected and requesting sight of the Children's Rights Impact Assessment.

Under the Wales Measure (2010) ministers have a duty to complete a CRIA to assess how any change to policies or procedures will affect young people. The Youth Council asked the Cabinet Secretary for a meeting to discuss the Education Improvement Grant. The meeting was declined.

The youth council then wrote to the Children's Commissioner Professor Sally Holland with the issue and asked her to champion these vulnerable groups of young people. A meeting with the Children's commissioner followed which was productive and the commissioner took the issue forward when she spoke to the welsh government on

November 15. This was streamed live from the Senedd. NPT Youth Council were mentioned during her broadcast. (See Commissioner's Report attached P11 & P12.

On 6 November 2018 the Youth Council were informed by the Commissioner's office that funding for MEAS has been maintained in the 2019/20 budget, at the same amount as this year (£8.7M). The Commissioners office said they also sent some evidence to the Assembly re-raising these concerns, quoting the correspondence from the youth council in that. It will be published online in due course - the commissioner's office will send a link once this is live.

The youth council voted at their meeting on 24 November to contact Ruth Coombs, Head of Wales Equality and Human Rights Commission to keep this issue current and gather more support to help our young people.

### **Mental Health**

Mental Health has been one of the top issues for young people over the last three years both nationally and in Neath Port Talbot.

In 2018 - 491 Young people in NPT voted that mental health services should be improved with young people's help and should be available in schools. (Make Your Mark 2018).

The Wellbeing team also consulted 531 young people in local authority schools and the results could be better. See Appendix 1.

At the last cabinet liaison meeting on 10 October 2018 the youth council raised the issue and asked what the local authority is doing to promote young people's mental health/wellbeing in schools.

One solution the youth council has is to promote the new Legacy Funding Counselling service based at Tir Morfa Centre. This is free and the service is available for young people who do not attend school and recently extended to young people at risk of disengaging from schools.

This will help young people who are worried, stressed, anxious, angry, sad, and as mentioned young people who do not attend school. This will also place no strain on the budget. The youth council asked their support worker to invite Cheryl Powell Community Legacy Counselling to the next cabinet liaison meeting.

Currently, The only complaints from some young people about counselling services in schools was; they feel stigmatised during lessons when they were called to the councillor by the teacher - other young people ask what they were going for. Allegedly they don't know when these appointments are going to happen.

The waiting lists for outside services is also an issue when young people feel they desperately need help now.

## Young Carers

During the Youth Council elections 2017 - 2019 two seats were allocated to young carers as a special interest group. The youth council support worker contacted Ian Whitehead Ross. Only one referral was received however despite contact the young person did not turn up to any training or meetings.

Families first are now running the new Young Carers project (2018). The youth council support worker then visited the new Families First Young Carers group. The purpose of the visit was to promote the youth council and offer two seats on the council at the next elections (March 2019).

Most of the young carers were interested. One member of the youth council who is a young carer now attends this group.

### **Issues raised on behalf of young carers 2017 to date include:**

School Attendance codes - The youth council believe school attendance codes do not effectively take young carers personal situations into account which, are out of their control.

They also felt that some young carers may not attend school if they know they will be marked late anyway.

The Head of Participation said that school attendance codes were under review. This is ongoing.

### **LGBT+ Provision:**

'Protect LGBT+ Young People' was a top issue for NPT young people (Make Your Mark Campaign (2017)). The Youth Council brought this issue to cabinet and highlighted the lack of any provision within NPT. Maps and details of services available to young people in surrounding authorities were shown. This resulted in a positive change with the Youth Service's Families First team setting up a new LGBT+ provision/service within NPT.

Feedback to date includes attendance in double figures. The provision is an environment which maximises social inclusion and safety. Young people can get support if needed, have fun, attend workshops and contribute to group discussions about issues which matter to them or anything else they wish to discuss.

Two seats on the youth council have been allocated to this special interest group at the next youth council elections in March 2019. There is one representative from the LGBT+ community already on the youth council.

The group designed a leaflet to raise awareness of LGBT+ for schools – this was handed out during a cabinet liaison meeting and the youth council are awaiting feedback from the Head of Participation.

# **Snapshot of Work/Achievements for Youth Council Members 2017 - to date**

## **Youth Excellence Award 2018:**

NPT Youth Council won a national award in recognition of their outstanding work on championing the rights of children and young people.

The Youth council were successful in the category of 'Promoting Young People's Rights at the Welsh Government's Youth Excellence Awards Ceremony on Friday 29 June 2018. The Awards are held annually to celebrate the best youth workers and youth projects in Wales.

Cllr Peter Rees Member for Education Skills and Culture along with Jason Haeney Principal Officer NPT Youth Service attended the award ceremony held at the Cardiff Principality Stadium.

The youth council were recognised for influencing many projects across the county borough which impact on young people for example, the development of a local LGBT+ provision for young people, the relocation of Sandfields youth club, initiating first aid training for pupils in all secondary schools as well as advocating for action in various youth clubs and then, most recently for skaters who use Aberavon skate Park.

## **First Aid Training in Schools 2016 - 2018**

In 2016 First Aid Training in Schools was the third top issue by voted for by young people 11 – 18 years living in Neath Port Talbot County Borough Council.

For the past two years, The Youth Council lobbied the local authority to amplify these voices.

In January 2018 funding was agreed for 3 months. This led to a multi-agency project between the Youth Service, Communities First, Skills & Training Agencies and the Schools.

From January 2018 to the end of March 2018 over 550+ young people have received First Aid training.

The age range was extended to include young people 11 – 24 years which will enhance job application forms for young people.

## **Youth Health Summit 2017**

**Fourteen members of NPT Youth Council attended the Public Health Wales Youth Health Summit to have a voice and influence change. At the summit there was a Question & Answer Session with the Professor Sally Holland, Children's Commissioner for Wales, Sophie Howe, Future Generations Commissioner for Wales and Tracey Cooper, Chief Executive Public Health Wales.**

### **Young People's Annual Quality Statement 2018 (Public Health).**

**In 2018 the youth council and other young people from across Wales were invited by Public Health to attend a residential to design and write articles for the above document. This led to the young people being part of the steering group who organised the 2018 inaugural Youth Health Summit held on 1 December 2018. Ten young people attended the event.**

**The youth council were also invited to Public Health's AGM for the launch of the young person's quality statement. Public Health gave the young people involved £10 Amazon vouchers as a reward.**

**Our young people were the only group invited to feedback on the work and the experience at the residential. The young people did a brilliant job and stood with confidence at the front of the board and other workers/young people attending. The speeches were streamed live on the day and the event tweeted out by Public Health.**

### **Intergenerational Project 2017 - 2018**

**NPT Youth Council & NPT Older Persons' Council were keen to investigate develop and explore common issues and themes experienced by both the younger and older (50+) generations.**

**At a meeting both generations voted to raise awareness of scams which are affecting both. NPT Youth Council then ran an awareness raising activity for Young People called 'Beat the Scammers'. All youth clubs took part in a poster competition and designed posters to warn others of the scams targeting both the older and younger generation.**

**The competition was judged by Community Safety and the three winning posters will be published in their magazine along with the youth service magazine.**

### **Leisure & Play:**

**The youth council are passionate about improving play/leisure facilities for young people or resolving any issues young people in NPT may have with existing play leisure facilities/providers. One example of work to improve current provision since October 2017 is:**

### **The Skater community:**

The skater community contacted the youth council stating their drain had been cemented over by the council and the skate park was now flooding regularly when it rained. The youth council met with the skaters twice at the park and took pictures of the flooding,

The youth council took their issue to cabinet and the matter is resolved with a new eco drain system installed at the park. Cllr Edward Latham was the main driver with the authority to ensure these works were being carried out and completed. Thanks to Cllr Latham.

### **Cwmllynfell Youth Club**

The Youth Council was contacted by young people from Cwmllynfell Youth Club. The young people complained by video that the committee had sublet their sport hall during youth club hours. With the support of the cabinet and Principal Officer from the youth service a positive outcome was achieved. The principal officer of NPT Youth Council Jason Haeney visited an alternative site at the local primary school which is one option should this situation ever arise in the future.

### **Make Your Mark Campaign 2018**

Make Your Mark is the biggest youth consultation in Europe. In 2018 over 1.1 million young people took part in the UK. The youth council asked the Leader and cabinet to support this campaign annually in NPTCBC. The youth council argued that NPTCBC can raise its profile when it comes to young people being listened to and having a say.

The youth council went on to say that when young people are listened to they feel valued respected and empowered to become active citizens.

Anna Stockton member of UK Youth Parliament & Chair of NPT Youth Council represented NPT on 9 November when the UK Youth Parliament came together in the House of Commons to debate and decide the most important issues to campaign on the year ahead.

UK Youth Parliament has chosen to focus on lowering the voting age to 16 and putting an end to knife crime in 2019. Members of Youth Parliament are set to formally launch the campaigns during their day of action in January 2019. UK Youth Parliament will now begin to plan actions for the campaigns ahead.

Make Your Mark generates valuable information for the youth council as it gives a picture of the top issues in Wales and more importantly what young people in Neath Port Talbot think.

Across NPTCBC **2,745** young people voted and the top three results for NPT were:

Mental Health	491
End Knife Crime	454

Equal Pay for Equal Work 370

For a list of Schools and Youth Groups who took part see Appendix 2

**Wales' top 3 issues were: Mental Health, End Knife Crime & Help the Homeless**  
See Appendix 3

The youth council also gave information about other surrounding authorities' results.

LA	2016	2017	2018
NPT	2,300	2,935	2,745
Swansea	1,468	5,284	2
Bridgend	135	2	182

### **Marine Pollution Project**

The youth council signed up as youth activists with the National Museum for Wales' Marine Pollution project. The aim of the project was to raise awareness about the problem of plastic pollution in our seas. To date the youth council have completed a workshop at the museum and used their creative talents to make marine life out of the plastics, fishing nets and detritus found on welsh beaches.

The work was placed into several exhibits dioramas taxidermy and display cases at the Museum during National Marine Week end of July to the 1st week of August, to depict how plastic pollution harms or kills marine life.

The work also links to the Well Being of Future Generations Act 2015. The youth council asked the council if schools in NPT could do a poster competition to raise awareness of the issue adding the winning poster could be turned into a sign to put along the promenade. Cllr Latham said signs had worked well in Vivian Park play area this is ongoing.

The youth council pointed out that this would cost money however it would be a long term investment for future generations. Cllr Latham is also supporting the youth council with answers to questions such as 'what does NPT do with its recycling? Etc. A meeting with the environment officers at the Quays is to be arranged in the New Year.

## **Accreditation/Opportunities/Education for Youth Council Members**

The youth council are recognised for volunteering their time through the Millennium Volunteer Awards. The Millennium Volunteer Awards recognise young people's dedication selflessness and active citizenship at 50, 100 and 200 hours.

Education is offered to the young people during their elected term such as on-going training e.g. Children's Rights, Committee Skills, Hate Crime education e.g. Islamophobia (EYST project). Legislation e.g. Well-being of Future generations Act 2015.

During their elected term the young people also learn the following:

- Communication and public speaking skills
- Greater knowledge of politics and current affairs
- The ability to look at an issue from someone else's perspective
- Debating skills
- Teamwork skills
- Leadership skills
- Organisational skills
- Negotiation skills
- Listening skills

In addition to acquiring and developing the above skills, a youth council member will also benefit from the following:

- **Having a range of experts to call on from the local authority to provide advice, suggestions and Guidance.**
- **To work in partnership with the local authority decision makers for the benefit of young people and to raise the profile of NPTCBC.**
- **Having a dedicated worker supporting the role and work of the Elected Members**
- **Meeting new young people and making lots of new friends.**
- **Attending events.**
- **Meeting / coming into contact with Councillors, Assembly members and some politicians**
- **Positive representation - young people can represent their peers to the media/communities, countering negative stereotypes and promoting positive images.**
- **Chance to gain an insight into how and why decisions are taken.**

## **Example opportunities for the young people include:**

Membership of the British Youth Council 2017 - 2019- Invites to members meetings to feed in to national participation events and campaigns/promote youth council work locally to raise the profile of NPT Youth Service and local authority.

One young person is elected through the youth council as the Member of UK Youth Parliament representing NPT at the House of Commons debate every November (Ongoing).

One young person sits on the Children Commissioners Advisory Panel, opportunities are offered every two years by the commissioner's office.

Two young people sit on the Abertawe Bro Morgannwg Youth Health Board (ABMU) while another young person represents young people on a local Mental Health group. (Ongoing)

Seven young people were part of the group designing and contributing to Public Health Wales' 2017 Annual Quality Statement 2018.

Four Young people are part of the steering group planning the 2018 Youth Health Summit.

The youth council are the advisory group for a new health project being set up by C. Fry Senior Youth Officer NPTYS.

### **High Sherriff's Award**

In 2017 one young person was successfully nominated while in 2018 two young people were successful. Youth council members have successfully been nominated since 2015.

### **Rotary Awards**

Three members of the youth council received Rotary Awards - the latest was Erin Sandison, who represents the Young Carers. The award was for children's rights and her work with Dwr y Felin Mental Health group.

### **The Debbie Connolly Special Recognition Award**

One member of the youth council was awarded with the above award at the CVS Award Presentation Evening. The special award recognised the outstanding contribution by this young person to volunteering in the local and wider community.

### **Meetings:**

Cabinet Meetings dates 2017 - 19

15.2.17, 11.10.17, 31.1.18, 11.7.18, 10.10.18

## **Meetings with AM's & Politicians:**

**Jeremy Miles, Assembly Member (AM) for Neath** requested a meeting with the youth council. At the meeting Jeremy Miles AM gave an update on Votes at 16, the proposed Welsh Youth Parliament and his priorities for Neath. There was a great question and answer time at the end which was enjoyed.

Jeremy Miles AM then wrote to the Youth Council congratulating them on their success with the Youth Work Excellence Award. Jeremy Miles asked the youth council for another meeting so they could discuss how to promote young people's rights.

### **David Rees AM for Aberavon**

The youth council met with David Rees AM for Aberavon during the February 2018 half term at the TY Hywel building in Cardiff Bay for a question and answer session.

This was a positive experience with discussions focussing on facilities for autistic young people at football matches, how to petition welsh government and raise local issues.

The youth council also had a workshop on 'Our Assembly Our way' delivered by Kelly Harries WAG. This was followed by a guided tour of the Senedd.

### **Lord Tariq Ahmad Minister of State for the Commonwealth and the United Nations**

Lord Ahmad was interested to canvas the views of young people ahead of the upcoming Commonwealth Youth Forum 2018.

During his visit to Cardiff he engaged with young people from across Wales to hear what issues were on their minds and to discuss what they thought should be being done in response to these.

Anna Stockton and Seren Wonklyn represented NPT Youth Council at the event.

### **Children's Commissioner for Wales Professor Sally Holland**

The Commissioner met with the youth council to discuss their concerns regarding the cuts to Traveller education and MEAS funding.

## **Requests to Meet the Youth Council:**

Bethan Sayed AM South Wales West recently asked for an invitation to a youth council meeting. Ms Sayed said she heard other AM's had met with the youth council. This will be voted on shortly.

## **Issues Raised:**

**IMMIGRANTS REFUGEES AND ASYLUM SEEKERS OCT. 2017**

The youth council asked if the rights of these young people were being respected in schools and quoted article 22 of the UNCRC.

The Youth Council identified the need to involve young Immigrants, Refugees and Asylum Seekers in different projects and topics, for example on the Youth Council. Youth Council representatives asked if there was any data available on the number of families within Neath Port Talbot and whether there was a mechanism in place to contact young people to gain an understanding of how best to assist them settling into new schools.

The Youth Council received an update from J.Hoggan Team Leader, Minority Ethnic Achievements Service (M.E.A.S) during the meeting in October 2017. J. Hoggan explained to the Forum that there currently there are 52 refugees in Neath Port Talbot, funds are received from the Home Office so we are able to employ Arabic Bilingual Teaching Assistants to support the Arabic Speaking Learners.

J. Hoggan read out a list of schools to the Forum where Syrian children had settled in Neath Port Talbot Schools. It was highlighted that if schools are not on the list, in order for pupils to receive support a request form has to be completed by the school.

Information and photographs regarding M.E.A.S. work was distributed to the Forum. Members thanked J. Hoggan for all the good work her team carries out, and also thanked the children that have helped the refugee children settle into school life.

## **Mental Health Survey**

The Youth Council are still awaiting information on the survey proposed by Mental Health Group (ABMU) also one of the priorities under the Well-being of future generations (Wales) Act 2015. The youth council will keep the forum updated.

On 11 July Corrine Fry Senior Officer updated cabinet that the group had changed and the survey would be looked at a later date.

## **Communities First**

Youth Council raised concerns with Cabinet members in relation to the financial cut backs affecting the Communities First programme along with the low number of consultations undertaken. The Youth Council received an update from Kerry Jones, Participation Officer Communities First, regarding the phasing out of Communities 1st, the new Employability Grant across all Local Authorities and Legacy Fund across the current Communities First areas, which will start from 1st April 2018.

Kerry Jones updated the forum during the meeting of 31.1.18 that over 100 young people had been consulted on the changes. While the youth council were disappointed at the

number of consultations undertaken they understood that the Welsh assembly government were leading on the different phases of the funding cuts.

The youth council also wrote a letter to Minister for Communities Carl Sargeant stating their outrage at the cuts which would affect areas in NPT already suffering from socio economic disadvantage. The youth council asked if a Children's Rights impact assessment had been undertaken prior to the funding cuts. The response did not answer the question and gave only a brief overview of the situation.

## **Hate Crime**

Contact has now been established with the Hate Crime Officer. Carolyn was invited to the launch of the BME community event on 2 August. Adam Cameron Hate Crime Officer explained he worked 3 days a week which does not include Saturdays. The youth council have asked if Carolyn will update Adam on any hate crime issues on their behalf.

## **Welsh Baccalaureate**

In the meeting on 7th December cabinet were updated that the Head of Careers would meet with the Youth Council to discuss the Youth Council's concerns that young people in Neath Port Talbot were being disadvantaged when filling out applications asking for previous work experience.

**ACTION** Head of Participation to invite the Head of Careers to speak to the youth council.

Apologies were received from the Head of careers at the meeting on 31.1.18 and again on 11 July 2018.

Emails concluded that careers had sent a letter to the schools stating work experience was now their responsibility - this information has been forwarded to the Head of Participation.

The matter is ongoing.

## **Transport**

**The Youth Council raised the issue of proposed cuts to welsh and faith school transport policies.**

It was noted that a new School Transport Policy 2017 was now in place, and that Faith School transport in Neath Port Talbot had been reinstated.

The Youth Council thanked the Head of Participation for his help.

## **Transport - Health & Safety**

Some young people do not feel safe using public transport - the youth council rose their issues and also gave examples from personal experiences of youth council members. The youth council asked for support to make public transport safer for young people.

The head of transport contacted the youth worker to arrange a meeting with the two young people who rose the issue. This was arranged however the transport manager Joy then went off sick. Ongoing.

## **Transport - Expenses and Barriers to After School Clubs**

Young people highlighted the cost and times of public transport is a barrier to some young people accessing colleges and after school clubs. The youth council gave examples of costs and times of buses causing the problem. The youth council asked cabinet for support in resolving these issues for young people?

The head of transport contacted the youth worker to arrange a meeting with the two young people who rose the issue. This was arranged however the transport manager Joy then went off sick.

To be updated.

## **Respecting Others Anti-Bullying Workshop**

On 31 October 2017 the youth council attended an anti-bullying workshop at the Dragon Hotel Swansea to have a voice and influence change. The feedback would then inform the Welsh government's anti-bullying document 'Respecting Others'.

During and following the workshop the youth council complained they felt their views were not listened to and they were disrespected by the facilitators. They also said the facilitators were using the event to promote their own agenda to influence the report to the Welsh government.

The Leader then wrote to Children in Wales who organised the event. The actual workshop was delivered by Stand against Bullying from Bridgend. The Leader then had a response from Lyn Hill Policy director Children in Wales stating that she had recorded an 'Independent person' in her notes, one of the issues raised by the youth council. Ms Hill stated the information had been forwarded to the Welsh assembly in the report.

However, although an independent person had been raised by another group this was not the context of the idea by the youth council who stated an independent person should be from outside the school and that schools should publish a table of bullying complaints. The youth council said they felt disrespected due to the facilitator feeding back comments in front of the whole room 'that will never work' this is what we need then writing her ideas down on the flip chart.

During the afternoon session one youth council member said he felt the facilitators were trying to change his viewpoint on one issue and when he tried to explain his rationale was told by the facilitator he was 'giving her a hard time' when in fact he was trying to get his point over. The youth council said they felt disrespected.

Representatives from Children in Wales came to the cabinet liaison meeting in October and apologised for the conduct of the facilitators and said they had been spoken to. Children in Wales had also let the Welsh assembly know of the complaint and the result is a new consultation will now take place. The new Respecting Others anti bullying guidance will now focus on different groups of young people e.g. LGBT+.

The Youth Council thanked the Leader and elected cabinet members for supporting them with this issue.

## **SCHOOL ATTENDANCE**

The Youth Council received an update on school attendance in days lost and percentages, as detailed in the circulated report.

It was highlighted that Schools look at pupils that continuously miss school or patterns than emerge from absences, although exceptional circumstances have to be taken into consideration.

The youth council decided to look at the codes for attendance to see whether some young people i.e. young carers are being discriminated against or need additional support.

In the cabinet meeting on 11 July the youth council raised school attendance codes asking if the copy of the one they had was the same as NPT schools use. The answer from the head of participation was no and a copy of the codes was sent to Carolyn for youth council perusal.

One of the youth council who was a young carer explained that while in primary school she was shouted at when she was late due to caring responsibilities looking after two parents.

The codes will be discussed during the next youth council meeting as there is currently no provision for young carers who may be late due to circumstances out of their control or may not attend school knowing they will not get their mark.

The solution the youth council will ask for will be a code which takes into account the needs of young carers.

## **BRITISH YOUTH COUNCIL MEMBERS MEETINGS**

These meetings are part of the British Youth Councils new three-year strategy to build stronger inter-organisational relationships, and creating a deeper sense of 'BYC' as a network of youth organisations and young people. For member organisations and the British Youth Council to share common issues and challenges as well as priorities, campaigns, and much more with one another.

Amy Brown along with Seren Wonklyn Secretary of NPT Youth Council represented NPT Youth Service/Council at the British Youth Council Members Meetings on 10th February and 19th May 2018.

At the meeting on 19th May our youth council member delivered a presentation to other youth groups in relation to the work completed by NPT Youth Council which was well attended. Some of the groups asked for more information about the funding for First Aid Training.

## **Bullying in Schools**

Study Leave

Consultations:

Young people at Taibach Youth Club

Blaenrhondda Community Play Park

Well-being of Future Generations Act (Wales) 2015

Consultation on play facilities available in NPT (NPT Play works)

Crime beat Poster Community Safety

Young Peoples Information Leaflet ACE's folding card community safety

Disrespect Nobody Campaign feedback from youth council

Radio publicity feedback from young people - Community Safety

Families First Promotional campaign posters for Young Carers project

Calan DVS Year 7 Workbook & PowerPoint

Health Project Corrine Fry Leaflet

Skate Park Consultation

Consultation Make Your Mark 2017 & 2018 (See Appendix 2 for lists of schools and youth groups who participated. (2,745 in total)

Cwmtawe,

Offsites:

Respecting Others Workshop shaping WAG's Anti Bullying Guidance 2017

UK Youth Parliament House of Commons Sitting November 2017 & 2018

Debate Skill Residential Cardiff 2017 & 2018

Panto Reward Activity December 2017 & 2018 (Free tickets from CIW)

Meeting with Estyn Inspectors December 2017

Youth Health Summit - Having a say and influencing change 2017 & 2018

Aberavon Skate Park 2017 & 2018

Folly Farm Reward Activity 2017

Our Assembly Our Way workshop & tour of the Senedd 2018

Team Building Activity Sea Safaris Cardiff 2018

Children in Wales Celebratory Event 2018

LaserZone Reward Activity 2018

Brexit Question Time Nov 2018 Cardiff

Youth Achievement Awards 2018 Cardiff

Public Health Annual General Meeting 2018

National Museum for Wales – Marine Pollution Project 2018

Meeting with Children’s Commissioner 2018

Youth Council film project Neath Civic 2018

Meeting with Minister for the Commonwealth February 2018

Panto Reward Activity December 2017 & 2018 (Free tickets from CIW)

Meeting with Estyn Inspectors December 2017

## **Conclusion:**

The Youth Council have worked diligently over the past two years and achieved some fantastic outcomes for the young people they represent. For example getting the support of cabinet members to provide LGBT+ facilities for young people in NPT, the new Young Carers project and First Aid accreditation for 550+ young people.

Achievements for individual young people to date, at a local regional and national level include one young person on the Children Commissioners Advisory Board and 2 young people elected as the Member of UK Youth Parliament for NPT. These young people also achieved the High Sherriff’s Award 2017 and 2018. 2 young people sit on the ABMU Youth Health Board and one young person sits on a local mental health group. Two young people attend the British Youth Council Members Meetings in London.

All youth council members were signed up for the Millennium Volunteer Awards.

### **Recommendations:**

There are several reasons why children and young people's involvement in decision-making would benefit the local authority. For example, when children and young people are listened to they feel valued, respected and empowered, this promotes active citizenship.

There may be a better allocation of resources if services are informed by users. These services would then be fit for purpose.

Work with a suitable partner organisation to develop the youth council and give the lead worker support with admin, delivery off sites.

## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### Education, Skills and Culture Cabinet Board

17th January 2019

### Report of the Head of Participation Chris Millis

#### Matter for Decision

#### Wards Affected:

All Wards

## CHILDCARE FACILITIES WITHIN SCHOOLS IN NEATH PORT TALBOT

### Purpose of the Report

1. The purpose of this Report is to present the current situation with regard to childcare facilities located on school sites. The Report seeks to update Members and seeks authorisation to continue to regularise the position of childcare settings on school sites.

Included with this Report, as Appendix A, is a list of childcare provisions currently occupying surplus space within schools throughout the County Borough.

### Executive Summary

2. This Report seeks to gain authorisation for the development of childcare facilities on school sites and to allocate delegated powers to the Head of

Participation to authorise childcare developments on school sites. This is reported to Members on an annual basis.

## **Background**

The Local Authority has a statutory duty to provide sufficient childcare places for those parents and carers who want them. This duty came into effect in April 2008 and forms part of the statutory duties imposed on all local authorities set out by the Childcare Act 2006.

In line with the duty, the Early Years and Childcare Unit published its most recent Childcare Sufficiency Assessment in March 2017. The assessment identifies areas of unmet demand for childcare and also will allow for the planning and preparation for the implementation of new Welsh Government initiatives, such as the 30 hour childcare offer.

There are different types of childcare currently located in schools and these include:

**Full Day Care** – facilities that provide childcare for children under eight for a continuous period of four hours or more in any day in premises which are not domestic.

**Out of School Care** – the total care is for more than two hours in any day and for more than five days in a year. It is intended for children who attend school and may include breakfast clubs, after school clubs and holiday play clubs.

**Sessional Day Care** – facilities that provide day care for children under eight for a session which is less than a continuous period of four hours in any day. These may include playgroups and Welsh medium Cylchoedd Meithrin. Sessional childcare can also include a wraparound facility for children attending part time nursery education who can be cared for in a childcare setting, either on a school site or in the community but linked to the school, for the remainder of the school day.

Developing childcare facilities in school with surplus capacity can help maximise the use of Local Authority buildings as well as maximising use of the educational portfolio. This has many benefits for both the school and the children and families who use the childcare facility. Having onsite childcare facilities in schools ensures the continuity for young children and

their families, and schools can develop relationships with children and families earlier which means better planning for better results.

## **Developments**

Our Welsh in Education Strategy 2017-2020 – Implementation Plan, sets out an objective of having more seven years old children being taught through the medium of Welsh in Neath Port Talbot. With the success of three Welsh medium capital grant schemes for Pontardawe, Tyle'r Ynn and Cwmllynfell Welsh medium primary schools, childcare can now be developed or extended within the schools, enabling more children to access Welsh Medium childcare and transition into Welsh Medium education.

Flying Start capital funding has also been secured to develop a Welsh Medium Childcare setting at Rhos Afan/Tir Morfa. This childcare will transition into Rhos Afan, and will relocate to the school building in the future when further capital is awarded.

Some childcare settings located on school sites receive Welsh Government funding, some through Flying Start and others through the Out of School Childcare Grant.

In September 2018, Neath Port Talbot began delivery of the Childcare Offer Wales, initially in 14 pilots but extending into all areas from end January 2019. The childcare offer consists of part time foundation phase education and funded childcare for working parents of 3 and 4 year olds, up to 30 hours per week for 48 weeks of the year. Early indications are that more out of school childcare places will be required so that the Authority can meet demand from working parents. Existing childcare provision will be developed to provide this wherever possible but, where the need is identified, school buildings may need to be used to ensure sufficiency of childcare places for the offer.

A capital grant application has been made to Welsh Government for £5,105,000. The primary focus of the capital grant programme is to facilitate and support the co-location of Foundation Phase and childcare provision wherever possible. The application makes proposals for nine projects to improve childcare settings, some of which will be based within a school site or proposed relocating a childcare setting to a school site.

A small grant fund, equalling £510,000, is also proposed for small projects up to £10,000 each.

### **Financial Impact**

There are no financial implications for the Council in relation to this report.

### **Equality Impact Assessment**

3. An Equality Impact Assessment has not been carried out for the purpose of this report.

### **Workforce Impacts**

There are no workforce impacts or implications for the Council in relation to this report.

### **Legal Impacts**

There are no legal impacts or implications for the Council in relation to this report.

### **Risk Management**

4. This Report seeks to minimise the risk to the Council by continuing to support Governing Bodies of Schools and also supporting the Local Authority in meeting the statutory duties placed on it in the Childcare Act 2006.

### **Consultation**

There is no requirement under the Constitution for external consultation on this item.

### **Recommendations**

5. It is recommended that Members agree in principle to the authorising of the development of childcare facilities on school sites with the terms and conditions to be agreed by the Head of Property and Regeneration.

To allocate delegated powers to the Head of Participation to authorise childcare developments on school sites and to report to Members on an annual basis

### **Reasons for Proposed Decision**

6. To support the Governing Bodies of schools in supporting the request for childcare facilities to be developed on school sites. Thus also supporting the Local Authority in meeting the statutory duties placed on it in the Childcare Act 2006. This will in turn support the Child Poverty agenda in enabling parents the time to enter training or employment opportunities, or to access employment or training within the childcare sector.

### **Implementation of Decision**

7. The decision will be implemented after the 3 day call in period.

### **Appendices**

8. List of Childcare in Schools

### **Officer Contact**

9. Chris Millis - Head of Participation, Telephone 01639 763226 email [c.d.millis@npt.gov.uk](mailto:c.d.millis@npt.gov.uk)

Angeline Spooner-Cleverly - Participation Co-ordinator, Telephone 01639 686044 e mail [a.spooner-cleverly@npt.gov.uk](mailto:a.spooner-cleverly@npt.gov.uk)

Allison Harris - Think Family Partnership Manager, Telephone 01639 873002

email [a.t.harris@npt.gov.uk](mailto:a.t.harris@npt.gov.uk)

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SCHOOL	TYPE OF FACILITY	RUN BY	OPERATING TIMES	Times of sessions	Days of sessions	USEAGE OF ROOM	LOCATION
Melin Primary School (Infant)	Flying Start Playgroup	Private	42 weeks of the year	9-11.30 12.30-3.00	Mon-Fri	Exclusive use	Demountable
Brynhyfryd Primary School	Flying Start Playgroup	Private	42 weeks of the year	9.30-12.00 1.00-3.30	Mon-Fri	Shared use	Demountable
Awel Y Mor ( was Glanymor Primary School)	Flying Start Playgroup	Private	42 weeks of the year	9-11.30 12.10-2.40	Mon-Fri	Exclusive use	Classroom
Sandfields Primary School	Flying Start Playgroup	Voluntary managed	F/Start 42wks Private 51wks	FS- 8.50-11.20 12.30-3.30 Private 7.30-6pm	Mon-Fri	Exclusive use	Classroom
Cymmer Afan	Flying Start	Private	42 weeks of the year	9.15-11.45 Mornings only	Mon-Fri	Exclusive use	Demountable
YGG Gwaun Cae Gurwen	flying start/wrap around	Voluntary managed	42 weeks of the year	9.00-11.30 12.30-3.00	Mon-Fri	Exclusive use	Classroom
Blaengwrach Primary School	Flying Start	Voluntary managed	42 weeks of the year	9.00-11.30 12.45-3.15	Mon-Fri	sole use	Demountable
Croeserw Primary School	Flying Start	Social enterprise	42 weeks of the year	9.00 - 12.00 12.30-3pm	Mon-Fri	Exclusive use	Demountable
Glyncorrwg Primary School	Flying Start	Social enterprise	42 weeks of the year	9.00-11.30	Mon-Fri	Exclusive use	Demountable
Part of Former Tir Morfa Primary School	Flying Start/Private	Private	42weeks of the year	Private/FS 9-11.30 am 12.30-3pm	Mon-Fri	Exclusive use	Classroom
Gnoll Primary School	Flying Start	Private	42weeks of the year	8.45-11.15 12.45-3.15	Mon-Fri	Exclusive use	Classroom/extension

### Non Flying Start Childcare Facilities

Alltwn Primary School	Full Day Care	Private	Term time only	Wrap around 11.45-3.20pm Playgroup 12.50-3.20pm ASC 3.20-5.15pm	Mon-Fri	Shared	Demountable
Blaenbaglan Primary School	After School Club/Holiday Club	Private	All year	ASC 3.20-5.45pm Hols - 8.30-5.30pm	Mon-Fri	Shared	School Hall
Catwg Primary School	After School Club/Holiday Club	Voluntary Managed	All Year	ASC -3.15-5.30pm Hols-8.30-5.30pm	Mon-Fri	Shared use	School Hall
Creunant Primary School	Full Day Care	Voluntary Managed	All year	8.50-5.30pm	Mon-Thurs Closed Friday	Exclusive use	Demountable
Tywyn Primary School	After School Club/Holiday Club	Voluntary managed	All year	ASC-3.15-5.30pm Hols-9am-5.15pm	Mon-Fri	Shared use	School Hall

YGG Blaendulais	Wrap around childcare	Voluntary managed	Term time only	11.50am-3.10pm	Mon-Fri	Shared use	Classroom
Gnoll Primary School	After school club	Private	All Year	3.15pm-6pm 3.15pm-5.30pm	Mon-Thurs Friday	Exclusive use	Classroom
YGG Pontardawe	Breakfast/ After school club	Private	42 weeks per year	Breakfast 8-8.45 FS-8.45-11.15 12.30-3pm ASC 3pm-5pm	Mon-Fri	Exclusive use	Classroom
Tonnau Primary	Full Day Care	Private	All year	8.50am-6pm	Mon-Fri	Exclusive use	Community room
Wauneceirch Primary School	full day care	Private	All year	Breakfast-7.30am-8.50am 11.30am-6pm	Mon-Fri	Shared use	Classroom
Baglan Primary School (Lower)	After School Club	Private	In development	<i>not running at moment</i>	<i>not running at moment</i>	Shared use	Hall

### Mixed Economy

Melin Primary School (Junior)	flying start/wrap around/after school club	Private	42 weeks of the year	8.30-5.45	Mon-Fri	Exclusive use	Demountable
Penafan Primary School	Full Day Care/Mixed Economy flying start	Private	Term time only for Private 42 week for FS	FS- 8.50-11.20 12.30-3.00 Private- 8.50-3pm	4 days-M/T/Th/F	Exclusive use	Classroom
Rhydyfro Primary School	flying start/wrap around/after school club	Private	42 weeks of the year	11.30-3.30 11.30-5.30	Tues&Fri M,W,Th	Shared use	Classroom
YGG Gwaun Cae Gurwen	flying start/wrap around	Voluntary managed	42 weeks of the year	Wrap around 8.30-3.20	Mon-Fri	Exclusive use	Classroom
Cylch Meithrin Cwmnedd	Flying Start/ Sessional Day Care	Private	42 weeks of the year	8:45- 11:45	Mon-Fri	Exclusive use	Classroom

## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### Education, Skills and Culture Cabinet Board

17th January, 2019

### Report of the Head of Participation – Chris Millis

**Matter** for information

**Wards Affected:** All

## **SAFEGUARDING UPDATE**

### **Purpose of the Report**

1. To update Members in relation to safeguarding activities within Schools and the wider Directorate.

### **Background**

2. This report provides Members with an update of safeguarding related activities across schools and the wider directorate taken place over the past 12 months and also outlines areas of work identified to take place over the coming 12-18 months.

### **Safeguarding**

3. Attached as Appendix A is a copy of the directorate's self-evaluation document 'Safeguarding in Neath Port Talbot 2018-2019'. This document was produced from the Estyn self-evaluation template and formed the basis for discussion around the safeguarding element of the LA inspection in December, 2017. The document is regularly updated to reflect progress made and is used as a steer to drive development and improvement across the directorate.

4. Key points extracted from the document that are worth highlighting include:
- i) During 2018 the appointment of a replacement Safeguarding Officer allowed for the role to be refreshed and post title updated. Despite the loss of an experienced and knowledgeable member of staff and initial concern of service disruption, Schools and Directorate Managers have overwhelmingly welcomed the new appointment who is well qualified and quickly settled into post over the summer recess period.
  - ii) Every school has an identified Designated Senior Person (DSP) and a deputy. This person acts as the safeguarding officer for the school and is the bridge between the LA Education Safeguarding Officer (ESO) and School. The ESO provides regular updates and training to DSPs and their Deputies, who will then cascade this training to other staff, governors and volunteers within the school community.
  - iii) New easy read and more visual safeguarding posters have been created for display in schools to outline to users who to report any concerns they may have to. The old format posters were felt to be too wordy and uninteresting to read and often went unnoticed.
  - iv) At the start of the new academic year in conjunction with colleagues in Police a process was put into place of sharing with schools Police Protection Notices (PPNs). PPNs are issued by Police in cases of domestic abuse and provide information to key school staff when a child is linked to an incident (whether directly involved or not). Feedback from schools has been very positive in terms of the benefit of having a holistic picture of what is happening in pupils' lives and the ability for the school to manage any adverse effect that the child might experience.
  - v) Senior officers within the directorate continue to interview and vet supply agencies that wish to be included on the LA's approved list to engage with schools. Individual agency recruitment activities are robustly audited which include testing as to their policies and procedures; methods of recruitment and deployment of workers and their responses to any allegations against staff that might be made. Agencies continue to positively report that the Council's testing of their safer recruitment processes remains generally unique to this Council, is robust and something they experience as constructive challenge.
  - vi) Individual school safeguarding reviews have been in place for approximately 5 years. Since the start of this academic year each school will now be subject to a review on a two-yearly cycle instead of

three-yearly cycles. The checks are undertaken by a team of peer reviewers; some of whom are head teachers, designated senior persons, senior officers and challenge advisers. The ESO oversees the programme of visits and provides a quality assurance role upon receipt of the draft report. An evaluation of the system was undertaken during the year which reported very positively and reaffirms the value of the reviews. As part of the review visits, the peer reviewer will have access to the schools safer recruitment documentation and latest internal audit report. Pupil interviews are undertaken where children are asked whether they feel safe and happy in their school environment.

vii) Senior officers from within the directorate, along with HR, Health and Safety and Social Services colleagues meet as part of the two-weekly education safeguarding reference group meeting where all cases involving allegations of professional abuse within schools or central service areas are monitored for progress from the point of receipt of the disclosure to the closure of the case which might include the dismissal of the member of staff.

#### 5. Areas for development:

Three main areas for development have been identified and are being monitored over the next 12-18 months. Firstly, that all education services and schools carry out full safe recruitment checks on all paid staff and volunteers. We have also identified that our education services and our schools always check all the safeguarding arrangements of partners and external education providers as part of their commissioning arrangements. To progress this we have instigated the bullet points listed below. Finally, that all physical interventions by teaching staff are properly recorded and subsequently reported fully to the local authority as required by policy and procedures.

- Internal Audit to also focus on volunteers, reporting mechanisms and details of review;
- Headteachers and Coordinators are aware that all accountable managers / school staff follow the “Volunteers and Safe Recruitment – Guidance for Headteachers and Managers”;
- Peer reviews in schools will now take place every two years, with greater emphasis on safer recruitment and external providers;
- Safeguarding Action Plans reviewed by lead safeguarding officer in all schools;

- Updates made to cross-directorate spreadsheet for external providers, creating a cross-directorate consistency in checking external providers / volunteers.
  - Safer Recruitment Grid reviewed and discussed with Safeguarding group every two weeks and reported to Operational Group.
  - The Physical Intervention Monitoring Group (PIMG) meet to consider arising themes in terms of training, development, support and how best to address these. The group also meet:
    - Where physical intervention methods employed are above/beyond those detailed within the pupils positive handling plan.
    - Where the use of positive handling methods resulted in an injury being incurred by either a child or a member of staff.
    - Where, as a result of positive handling, a complaint is received or an allegation made.
    - Where physical intervention is used, in any school & where the pupil has no positive handling plan is in place.
  - Introduction of an LA wide safeguarding database. Cluster based bids will improve the recording and reporting of all safeguarding incidents. This will be via the “MyConcern” company.
6. Members will continue to be provided with further reports on a periodic basis informing them of the work in this area.

### **Financial Impact**

7. This report is for information purposes only, there is no financial impact associated with this report.

### **Equality Impact Assessment**

8. Having considered the Council's screening assessment guidance produced to assist the Council in discharging its Public Sector Equality Duty under the Equality Act 2010 it has been determined that this report does not require an equalities impact assessment.

## **Workforce Impacts**

9. This report is for information purposes only, there are no workforce or staffing issues directly associated with this report.

## **Legal Impacts**

10. This report is for information purposes only, there is no legal impact associated with this report.

## **Risk Management**

11. This report is for information purposes only, there is no risk management impact associated with this report.

## **Consultation**

12. There is no requirement under the Constitution for external consultation on this item.

## **Recommendations**

13. That Members note the contents of this report.

## **Appendices**

14. Appendix A: Safeguarding in Neath Port Talbot 2018-2019.

## **List of Background Papers**

15. None.

## **Officer Contact**

16. Chris Millis, Head of Participation

Tel: 763226 Email: [c.d.millis@npt.gov.uk](mailto:c.d.millis@npt.gov.uk)

John Burge, Manager of the School & Family Support Team

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# Safeguarding in Neath Port Talbot 2018-2019

## **Section 1**

How well does the local authority discharge its responsibilities for managing safeguarding and child protection across the education service it provides and commissions?

Does the local authority have clear policies, procedures and guidance which cover its responsibilities for safeguarding children in the education services it provides or commissions?

How well do the policies reflect the model in Circular 158/2015 Keeping Learners Safe by including sections on:

- prevention through the teaching and pastoral support offered to learners?
- procedures for identifying and reporting cases, or suspected cases, of abuse?
- support to learners who may have been abused?

Are policies, procedures and guidance reviewed each year?

## **Response 1**

All schools in Neath Port Talbot have adopted both the local authority model safeguarding policy and agreed ERW child protection policy. Both of these documents have been developed around the “Welsh Government Keeping Learners Safe” guidance and are periodically reviewed as required. Changes are disseminated widely to all schools and internal education service areas and are available on the Council’s intranet. To reduce the number of safeguarding policies in circulation and ease confusion, the local authority has combined these two policies into one concise document. A copy of the authority’s Safeguarding Children and Promoting Welfare policy is attached as appendix A . The document has been updated and disseminated in line with the Social Services and Wellbeing (Wales) Act 2014. Further updates will be made and disseminated as new statutory guidance is finalised.

The Education Safeguarding Officer provided safeguarding input into the procurement and tendering process for new Families First services. This ensures that those external organisations that tender for commissioned services have their safeguarding arrangements robustly tested. In terms of external education providers, the authority recognises that there remains a piece of work to be undertaken in testing safeguarding arrangements and ensuring it is satisfied of systems that are in place to protect children whilst engaged with other educational providers. This area of work will be developed and driven forward as part of the Welsh Government launch into the national review of EOTAS services and providers later in the autumn term. A scoping exercise has been commenced to identify what providers are currently being used by our schools, as it is their responsibility to ensure all appropriate safeguarding checks are in place when making their own arrangements. This scoping exercise requires further development and checking with schools prior to the local authority ‘dip testing’ some of the providers to ensure safeguarding arrangements are in place and are being checked by schools.

## **Section 2**

Does the local authority provide clear guidance to all its education service providers, including its schools, about child protection policies that reflects the model in Circular 158/2015 Keeping Learners Safe, including advice on:

- procedures for identifying and reporting cases, or suspected cases, of abuse?
- support to learners who may have been abused?

## **Response 2**

The local authority employs an officer centrally to the role of the Education Safeguarding Officer (ESO). The principle function of this post is to support schools in relation to all safeguarding matters and act as a bridge between education services and Children's Services that sits within Social Services. On occasion, this role will be required to rigorously challenge where areas of concern are highlighted.

The ESO attends numerous multi-agency meetings representing education including all Professional Abuse Strategy Meetings (PASM), as a core participant.

Neath Port Talbot schools use the child protection policy provided by ERW. Changes to the policy are disseminated widely to all schools and internal services. A copy of the model ERW policy is included as part of the authority's Safeguarding Children and Promoting Welfare policy and is attached as appendix A. The document has been updated and disseminated in line with the Social Services and Wellbeing (Wales) Act 2014. Further updates will be made and disseminated as new statutory guidance is finalised.

Each school has a Designated Senior Person and Deputy Designated Senior Person for child protection (in line with Keeping Learners Safe), who are generally senior members of staff of the school. In addition, each governing body will have an identified governor with responsibility for safeguarding.

The local authority provides schools and other education service areas with model/template policies that cover a wide range of safeguarding matters, including those that are part of the Keeping Learners Safe circular. These policies are available to download on the authority's intranet site. Such policies include:

- Safeguarding and Promoting Welfare in Education, Leisure & Lifelong Learning, September 2016 (appendix A)
- Risk Taking Behaviour Practice Guidance (appendix B)
- ERW Model Child Protection Policy (appendix A and separately as appendix C for ease of reading and updated in line with Social Services and Wellbeing (Wales) Act 2014)

Posters with contact details are widely displayed on noticeboards in prominent areas around schools and other service areas where children and parents are likely to be present. The authority is currently developing a new style replacement poster that will include photographs of the Designated Senior Person, Deputy DSP and Governor with responsibility for Safeguarding. The new posters will be condensed and easier to read. A child friendly version will also be made available.

Safeguarding training events are held regularly with a target audience spread across all areas of education.

Attendance is a mandatory requirement and will include teachers, support staff, cleaners, lunchtime supervisors, governors and local authority education staff who visit schools on a regular basis. For the past two years the local authority has organised an annual safeguarding conference, both have had an excellent attendance rates. Topics

covered at the last conference included sexually harmful behaviour, children's rights perspective and safer recruitment.

Annually each school will hold their own whole school safeguarding training session targeting all teaching and support staff, including ancillary staff and volunteers.

The Council's HR Service provides regular training for governors and headteachers in how to manage allegations against staff.

The ESO also provides safeguarding awareness sessions for governors via the governor support-training programme.

### **Section 3**

Does the local authority have a designated person for the management and oversight of child protection and safeguarding issues in education?

If yes, please provide contact details and management information.

What added value does this post bring to the management of safeguarding and child protection in the local authority's education provision?

### **Response 3**

The authority created the role of Child and Vulnerable Adult Safeguarding Officer (CVASO) approximately 15 years ago. In 2018 the role has become the Education Safeguarding Officer (ESO). The role is currently occupied by Sam Jones who is the directorate lead person for safeguarding. Email address is: [s.jones3@npt.gov.uk](mailto:s.jones3@npt.gov.uk) Tel: 01639 763363 Mobile: 07855 079790.

In the absence of the ESO, schools can contact John Burge, Manager of the Schools and Family Support Team, Chris Millis, Head of Participation or Children's Services (SPOC) directly for urgent advice.

The added value that this role brings to the local authority is the ability to provide consistency across schools and central service areas in terms of advice, support, training and challenge. The post holder regularly interacts with other Council departments and with Western Bay SCB. The post holder represents the local authority's safeguarding interests on a variety of levels both locally and nationally across Wales.

Mrs Jones has worked in Education for 22 years, in schools and as an Education Welfare Officer and has been involved as a Local Authority lead in safeguarding and child protection in Education for 14 years. She has experience of working with a variety of agencies, education, Local Authority, Safeguarding Children Boards and Welsh Government on the safeguarding agenda.

## **Section 4**

How well does the local authority address the specific safeguarding needs of individual children, and in particular looked-after children, in addition to those identified for the general population involved in its education provision?

### **Response 4**

Neath Port Talbot's approach to safeguarding and the advice provided will always be individual based and each child involved in a particular situation will be considered separately. A case study to reflect this is provided at appendix D.

The ESO will provide regular support visits where complex safeguarding needs are identified (pupil and school based needs). Positive links with professionals in our partner agencies e.g. clinical nurse specialist for health visiting (based in the children's services single point of contact team), school health nurses, WGCADA young person's drug worker, RADS & Wellbeing Team. An example of a live case study to reflect working together with outside agencies can be found at appendix E.

Positive links are shared with professionals in other agencies who deliver bespoke packages to pupils i.e., Women's Aid & NSPCC. Women's Aid via the Spectrum Project provide sessions in our primary (foundation and KS2) and secondary (years 8 and 10) schools regarding healthy relationships; NSPCC offer an assembly to our Year 6 pupils, followed by a face to face session exploring safeguarding and wellbeing.

The local authority Safeguarding Conference's has a target audience of Head teachers, Chair of Governors and school Designated Persons. Barnardo's delivered sessions focussing on inappropriate sexualised behaviour (ISB) and risk taking behaviours; encompassing the 3-18 year pupil age range. The latest conference topic was developed as a result of consultation with schools around developing issues. Attendance was excellent and feedback from these sessions was positive (appendix F).

The authority has a framework in use that assists schools to support those pupils who exhibit inappropriate sexualised behaviours and to support the pupil victim. Training has been delivered to Designated Senior Persons in the use of the framework. There is a requirement for all incidents of ISB to be reported to the ESO for monitoring purposes and a discussion in respect of each incident takes place. Where there is a need for a risk assessment and/or safety and support plan to be implemented, the ESO will assist the school to develop and implement this. Examples of such forms in use can be found at appendix G and H.

Schools have access to Barnardos and members of NPT's Well-being Team who provide advice, support and resources to be used with individual children and pupil groups. Where necessary, referrals are made to the Children's Services intake team, and on occasion direct to the Police.

A necessary part of promoting the needs of our pupils is professional challenge and whilst we have a formal, Western Bay Safeguarding Children Board (WBSCB) guidance to support the resolution of professional difference (copy available at appendix I). Separate to the more formal professional difference route that is available, runs less formal but more effective, multi-agency mechanisms to discuss where there is difference or a lack of understanding to rationale. Children's Services front door peer review meetings are held monthly to discuss issues of concern that can be resolved through dialog with one another. These meetings are attended by the manager of the single point of

contact team (SPOC) within social services, manager of team around the family (early intervention service), education, health and police representatives. Any agency can refer a case for discussion and as a multi-agency group, representatives can explore the supports open to families and discuss issues that are not working as well as they should. Often a co-ordinated early intervention approach is far more effective for families in terms of outcomes and timescales.

Each school has a named designated LAC person with responsibility for identifying pupils who are looked after and ensuring that their individual needs are met and reporting to the designated LAC link governor. This designated person acts as a central point of contact for each school; coordinating school's contribution to education planning (PEPs) and attending LAC reviews. The education interface of the Children's Services database has been created to provide schools with basic relevant information regarding their pupils on the C.P register and/or looked after e.g. care arrangements, up to date contacts (Social Worker, G.P, carer, fostering social worker) and dates of forthcoming C.P. conferences and LAC Reviews.

Since the redirection of LAC PDG (April 2015) the Neath Port Talbot LACES team has expanded in capability and capacity, and therefore has the effective ability to support both schools and individual pupils. Led by the LAC Education Coordinator, the LACES team provide a wide range of individual needs led support, interventions and extra-curricular opportunities, to ensure participation and enjoyment of learning for children 'looked after', adopted and subject to special guardianship order. The team builds capacity within schools to better meet the individual needs of pupils who have experienced relational trauma, and support individual pupils to understand and regulate their own emotions whilst respecting the feelings of those around them and supports Children's Services staff and carers to reduce barriers to learning.

Progress of pupils 'looked after' who are placed out of authority are monitored via the multi-agency (Children's Services, Education and Health) Complex Needs Panel. Where a pupil may be placed within independent provision, Welsh Government consent to place is requested. There are well-established communication links between Children's Services social workers, the LACES team and the LAC Health Team. There is a strong network with good communication links between LAC Education Coordinators across Wales.

## **Section 5**

Management of allegations against staff

Does the local authority refer and report all incidents of alleged professional abuse to a professional strategy meeting?

How well does the local authority ensure providers comply with the guidance for managing staff disciplinary following such allegations?

## **Response 5**

Allegations of professional abuse are discussed with the ESO or her delegate. A decision is reached regarding threshold and whether the matter is a safeguarding issue or one of pure conduct. If the allegation indicates harm, or likely harm, a referral will be made as per Safeguarding Children; Working together under the Children Act 2004. Referrals are submitted to Children's Services within Social Services direct by the individual expressing concern. An assessment will be made within Children's Services whether there is a need for a professional abuse strategy meeting. Not all allegations will meet the requirement for such a meeting with those not meeting this threshold being referred back to the school for consideration under other schools policies such as the discipline policy.

Alongside this; the formal whistleblowing process (see Policy) and how to access this is highlighted to all staff during safeguarding training sessions. Where there have been specific issues in schools, the ESO will offer an awareness raising session on this topic.

In terms of outside education providers, there is still work to be undertaken in this area, as per comments earlier within this paper. However, in relation to recruitment agencies (supply agencies) operating in the Neath Port Talbot area that wish to engage with our schools these are vetted and interviewed prior to agreement of their inclusion on an approved list (further details are provided as part of the safe recruitment area below). During the audit process there will be an examination of all of the agencies safeguarding processes which will include testing as to their policies and procedures in relation to the receipt of an allegation against a member of their agency as well as being asked to comment on a scenarios presented to them and how they would respond in such a circumstance.

If there were a need for a professional abuse strategy meeting to discuss an agency/supply employee the ESO would also attend that meeting to represent the interests of the local authority and ensure any practical response of the agency was acceptable to the local authority.

The guidance documents that the local authority and schools follow are:

- The Welsh Government guidance document “Safeguarding children in education: handling allegations of abuse against teachers and other staff”.
- Neath Port Talbot HR Code of Practice for Staff on Child Protection
- Neath Port Talbot HR Disciplinary Procedure for Staff in Schools

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## Section 6

### Safe recruitment

How well does the local authority manage its responsibilities for safe recruitment through pre-employment identity and qualification checks for local authority staff, and for all school staff and volunteers (including any directly recruited through the school)?

Is there a record that all staff appointed after 2002 have a CRB/DBS check?

How well does the local authority ensure that there is a record of which governors have CRB/DBS checks, and risk assessments for those who do not?

How well does the local authority ensure its education services have robust risk assessments for volunteers that work under supervision in education settings, and which clearly set out criteria for whether they require a CRB/DBS check or not?

How well does the local authority know which volunteers working in its education settings on a frequent or intensive basis have up-to-date CRB/DBS checks?

## Response 6

The authority has a robust system in place for managing safer recruitment. Where there is a need to employ someone to a post that has contact with children, potential applicants are advised early at the advertising stage that they will be required to apply for an enhanced DBS check prior to commencing employment.

Those engaged at school level will have all pre-employment checks conducted by the school. The Council has a model pre-employment policy titled “Safe Recruitment Policy and Procedure” (appendix J). This policy is located on the authority’s intranet site for schools. In addition, the authority has a policy for the engagement of volunteers (appendix K). Both policies have been recommended to schools for adoption. Those that are centrally employed will have their pre-employment checks undertaken by the Council’s central HR Department.

Both schools and central services are subject to regular formal internal audit checks that will include a test for safer recruitment practices. Copies of the audit report are provided to the school, Director of Education and Wales Audit Office for information. The local authority monitors these reports for areas of weakness or in need of improvement and provides necessary support and/or intervention to secure the change required. A summary of these audits are presented to Head teachers, referring to good practice and areas for development. The Council has in place an elected Members Audit Committee that also has a monitoring and scrutiny role in relation to all audit reports.

A register of DBS checks undertaken is held by the Council’s HR Service on a central database. This database is used by Audit Officers to confirm employees have a required DBS check prior to the commencement of duties as part of the internal audit check referred to above. The Council does not have a policy for the re-checking of staff on a rolling basis, however, a new DBS check is required when an employee changes or moves post, including within the same

school. Portability is permitted in limited circumstances, subject to conditions outlined in the safer recruitment/pre-employment policy.

Every governing body in Neath Port Talbot has adopted a policy that requires governors to undertake an enhanced DBS check. Individual schools are responsible for undertaking these checks upon election of governors to office and should be renewed every four years in line with any re-election. Other than for Local Authority appointed governors where the administration of their appointment/election is completed centrally by the governor support service, until November, 2017 there was no method of testing and ensuring schools are routinely undertaking these checks, however, internal audit now include this check as part of their routine auditing of schools.

Recruitment agencies (supply agencies) wishing to engage with Neath Port Talbot schools to offer their services are vetted, interviewed and assessed by Neath Port Talbot officers to test their pre-employment checks and satisfy the authority that the individual agency has rigorous and robust methods of managing safeguarding, training and allegations against its workers. Currently there are approximately 45 individual agencies operating in Wales. To date, approximately 25 have approached the local authority to request that their organisation is recognised and included on the local authority's approved agency list. The list currently comprises of 19 agencies that have successfully passed the audit with the remaining six either being rejected or recommendations provided to them of further developmental work being required prior to the local authority reconsidering them further.

Numerous agencies subject to this audit testing process have commended the authority for its approach to satisfy itself in relation to safer recruitment with many stating that the method is unique to Neath Port Talbot and something that no other local authority has asked them to undertake.

A decision has been undertaken this year to undertake Safeguarding reviews on a two-yearly basis. This means that from the Autumn term 2018 Safeguarding Reviews will be undertaken in each of the LA's schools on a two-yearly cycle. The reviews are undertaken by a team of peer reviewers; some of whom are head teachers, designated persons, senior officers and challenge advisers. The ESO oversees the programme of visits and an evaluation has been undertaken, which is very positive and reaffirms the value of the reviews. As part of the review visits, the peer reviewer will have access to the schools safer recruitment documentation and latest internal audit report. Pupil interviews are undertaken where children are asked whether they feel safe and happy in their school environment. A template of the peer review evidence assessment sheet is attached as appendix L. Welsh Government have expressed a particular interest in the work that NPT have been undertaking in this area with Stephen Gear (WG) having shadowed a health check peer review upon his own request. Neath Port Talbot local authority was part of a small pilot commissioned by Welsh Government to roll out across Wales a national audit tool for reviewing safeguarding arrangements in schools and education settings. The new national toolkit was rolled out across Wales during the summer, 2018.

Following significant interest from Welsh Government in the Review process in NPT an All Wales audit tool was developed by the Safeguarding in Education Group (SEG). The tool itself is a school-based audit and as an authority we have decided to utilise this as part of the safeguarding review process. By making minor adaptations to the end of the document it now forms the basis of the review and one has already been completed with positive feedback.

Following the positive evaluation and the-roll-out of the All Wales tool, reviews are now earmarked to begin in the Spring term 2019.-This decision was following a meeting with reviewers which highlighted some lack of clarity during the period of change in LA lead.

The process is largely a supportive measure, which aims to identify any deficiencies and provide an approach to rectify and assist with the development of a positive safeguarding culture that the whole school can understand and engage with.

The provision of a peer review is also offered to schools where additional support might be required to streamline a process, reinforce an area of practice or to explore new ways of working where the beginnings of a concern are identified. It is planned that by the proactive use of peer reviews in this way we will not only assist schools to become more open and receptive of guidance and support, but is also a positive means of sharing, already existing good practice amongst schools.

In the first three years since the introduction of the School Health Checks, the Peer Review Team have identified six schools where safeguarding was deemed to be in need of additional support and guidance. For these schools a tailored action plan was quickly developed and monthly support provided to the school. The lead person, alongside the challenge advisor, linked in directly with the head teacher to support progress against the plan, ensuring the improvement of safeguarding practice and systems.

## **Section 7**

### Safeguarding training

How well does the local authority ensure that:

- all staff and volunteers working in education provision have safeguarding training approved and receive training in a timely way?
- designated staff receive training in inter-agency working?
- all temporary staff and volunteers are made aware of child protection policies and procedures?
- all staff are kept up-to-date through regular refresher courses?
- all training remains appropriate and up to date through regular and robust evaluation?

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## **Response 7**

The ESO has provided update training for Designated Senior Persons to share information on emerging issues. Training for Designated Senior Persons will continue to be offered to new DSPs as well as providing refresher training on a bi-ennial basis. A copy of the current PowerPoint training presentation is attached as appendix M and N. The training provides for a train-the-trainer approach and will ensure there is someone within the school with the most recent knowledge of current safeguarding matters and someone who can coordinate a school wide approach to safeguarding.

As per Keeping Learners Safe 158/2015 all staff and volunteers working in our schools receive an annual safeguarding update; this is delivered by the Designated Senior Person using a presentation which is updated as required and provided to them by the ESO (Appendix O). This academic year the ESO undertook some enquiries with DSPs about the training and on that basis produced a shorter 'refresher' presentation for existing staff who had previously undertaken the training as well as a basic awareness presentation for any new staff. The feedback from this has been extremely positive.

Details of multi-agency training are made available to the Designated Senior Person and they are actively encouraged to attend.

Each school will have a process in place to ensure that all temporary staff and volunteers are made aware of child protection policies and procedures. Some schools will have a leaflet to be read before commencing their duties; some schools choose to deliver a face-to-face briefing.

In addition, Safeguarding induction for NQTs is covered in three ways, firstly through the induction process expected of schools when a new member of staff commences work; second via the annual whole-school training for safeguarding, which in the vast majority of schools takes place during the first INSET day of each academic year, and thirdly, the ESO provides bespoke safeguarding training specifically for NQTs which is always held annually during the first half of the autumn term when it is needed the most to assist NQTs in their new roles.

The ESO updates and refreshes the training packages as policy, legislation and guidance changes. The training packages are also updated to include recommendations from child practice reviews and emerging themes identified via attendee evaluation forms.

Face-to-face Child Sexual Exploitation training has been delivered to all Designated Persons and there is a requirement for CSE awareness to be cascaded by the Designated Person to all staff within their school by the LSB, which is currently being rolled out. A copy of the presentation pack in relation to CSE is attached as appendix P. As of October, 2017, 77% of all school-based staff received training in CSE. Rollout will continue to cover all staff. Awareness of CSE is also captured within the annual safeguarding update, which is provided to Designated Persons by the ESO.

Face-to-face training has been delivered to all Designated Persons in respect of the Violence Against Women; Domestic Abuse & Sexual Violence Act 2016 (VAWDASV) and there is a requirement for e-learning to be cascaded, by the Designated Person to all staff within their school which is currently underway. A copy of the presentation pack is attached as appendix Q. As of October, 2018, 44% of all school-based staff received training in VAWDASV. Rollout will continue to cover all staff. Awareness of VAWDASV is also captured within the annual safeguarding update, which is provided to Designated Persons by the ESO.

As part of the two yearly safeguarding review, the school's training log will be considered and alongside interviews with staff, the peer reviewers and ESO are able to identify where there have been gaps in delivery of training and/or gaps in knowledge. Further evidence of the need for appropriate training is gathered via a walkthrough of the school and through generally observing the information boards lining the corridors and reception areas.

There is far greater challenge provide to schools now than there was five years ago as a result of the introduction of a number of measures. These include:

- i) the creation of the fortnightly education Safeguarding Reference Group where all cases involving allegations of professional abuse are monitored for progress from the point of receipt of the disclosure to the closure of the case which might include the dismissal of the member of staff. Two examples of the challenge the group has raised recently include: Challenge regarding the decision to take a case to PASM when the information actually identified the member of staff acting appropriately to safeguard a child in danger. Challenge over the response regarding a child who managed to leave school grounds unnoticed and walk to his grandmother's house. The Group have also recently included a member of the Health and Safety Team to its membership acknowledging the considerable and frequent crossover between safeguarding and health and safety.
- ii) the introduction of the school safeguarding reviews have given schools and the local authority an added dimension to understand how well individual schools are performing in relation to safeguarding and where there are weaknesses. Peers reviews have been welcomed by schools as a mechanism to assist with safeguarding self-evaluation needs and sometimes to allow for 'fresh eyes' to identify something that cannot be seen by someone so close to home.
- iii) Internal audit test for pre-recruitment checks including the requirement for DBS checks. These checks were extended to include governors from November, 2017.

## **Section 8**

Safety and wellbeing of children in local authority education services

How well does the local authority discharge its duty to work in partnership in the exercise of their functions, to have “due regard to the need to prevent people from being drawn into terrorism”

How clear and robust are the local authority’s policies and guidance that address its duties to prevent people being drawn into radicalisation and terrorism?

Do they comply with Section 26 of the Counter-Terrorism and Security Act 2015?

How well does the local authority monitor incidents related to radicalisation in its schools?

How robustly does it report issues and incidents to elected members?

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## **Response 8**

The LA has a Prevent Action Plan that is reported to Community Safety & Public Protection Scrutiny – Sub Committee. It is not appropriate to share the details of each case with Members but they are made aware of the activity level. The Cabinet Member for Community Safety, together with the Leader and Chief Executive receive more detailed briefings. The CONTEST Board has agreed that cases dealt with are reflected upon to see if there are any additional actions that should be set in motion. The Council actively participates in the regional arrangements and takes its turn in chairing the Group. The Group includes representation from a variety of partners including Health, The Welsh Extremism and Counter Terrorism Unit, Religious organisations, Probation, Prison and Community Safety. Information

is available in order to advise Members on how the new duties and responsibilities applied to local authorities following enactment of the Counter-Terrorism and Security Act 2015 are being met. An example of this would be permission to obtain delegated authority from the Regeneration & Sustainable Development Cabinet Board to adopt the Venue Hire Policy to comply with s 29 and section E paragraph 45 of the Guidance for specified authorities in England and Wales on the duty in the Counter-Terrorism and Security Act 2015. Local authorities generally, are discharging the PREVENT duty through local multi-agency PREVENT Action Groups. In Neath Port Talbot, the group will convene twice a year to ensure the work in the Action Plan is discharged.

To enable the Local Authority to discharge this duty the Neath Port Talbot Prevent strategy has three specific strategic objectives

- Respond to the ideological challenge of terrorism and the threat we face from those who promote it
- Prevent people from being drawn into terrorism and ensure that they are given appropriate advice and support
- Work with sectors and institutions where there are risks of radicalisation that we need to address.

To date we have

- Set up a Channel Panel and dealt with referrals and monitoring case via the Channel process.
- Participated in the Western Bay CONTEST Board. As the chair rotates, Neath Port Talbot will Chair the meetings from Oct 2018 – July 2019
- Undertaken a Peer Prevent review

- Accredited 12 trainers and rolled out Workshop to Raise Awareness of PREVENT (WRAP) training to 800 employees and Councillors
- Drafted a venue hire policy
- Set up a PREVENT Action Group (PAG) with the Community Safety Partnership (CSP).

All Designated Senior Persons have received face-to-face PREVENT training with the requirement for them to ensure all staff in their schools undertake the e-learning package provided. A copy of the presentation pack is attached as appendix R. As of October 2017, 49% of all school-based staff have received training in PREVENT. Rollout will continue to cover all staff. Awareness of PREVENT is also captured within the annual safeguarding update which is provided to Designated Senior Persons by the ESO.

The ERW developed safeguarding/child protection policy, which has been adopted by all of our governing bodies, includes detail regarding radicalisation, recognition, reporting and responding. The Council is working alongside South Wales Police on cyber security, which will include on-line grooming. A BMA Community Association has recently been established and the Council intends working with community partners to improve community intelligence.

NPT is the first local authority in the UK to undertake a peer review of its arrangements and updates are reported to Members on progress through the School Standards Monitoring Group.

## **Section 9**

How clear and robust are the local authority's policies and guidance that address anti-bullying, racist abuse, discrimination and harassment?

Do they comply with the Human Rights Act 1998 and Equality Act 2010?

How well does the local authority monitor these incidents in its schools?

How robustly does it report this to elected members?

## **Response 9**

Bullying is one of the key issues about which children and young people express their concern. The local authority affirms the right for every child to be safe to learn, to develop healthy relationships and to achieve optimally.

Victims need to be kept safe and bullies need to be helped to change their behaviour and have the opportunity for any underlying emotional needs to be met. Specific support should be established for the most vulnerable, including those with protected characteristics and additional learning needs. As per Respecting Others anti-bullying guidance circular 23/03 and Respecting Others an anti-bullying overview 050/2011; these documents set out general advice for our schools on developing a whole-school policy on bullying. An example of Dwr Y Felin Comprehensive School's anti-bullying policy is attached as appendix S. All schools are aware that they are required to report incidents of racial bullying, discrimination or harassment and, if deemed necessary, these will be followed up and supported by the local authority.

They are aware that the Personal and Social Education framework for 7 to 19-year-olds in Wales requires schools to teach pupils how to recognise and challenge effectively expressions of prejudice, racism and stereotyping.

Schools are referred to the Show Racism the Red Card website (<http://www.srtrc.org/home>) which has very many resources and publications, some bilingual, that can aid schools in delivering anti-racism lessons. The LA has encouraged and facilitated opportunities for Show Racism the Red Card to engage with our schools. This could be facilitated through dedicated school visits and workshops as outlined on the SRTRC website. A bespoke training event was held during September 2018 for Neath Port Talbot Governors by SRTRC which was well attended.

From the analysis of the Estyn questionnaires sent to pupils from 2010-2016, 99% of all primary pupils agree that they feel safe in their school, higher than the national average. Secondary pupils strongly agree that they feel safe, 11% higher than the national average. At secondary, 90% felt the school deals well with bullying (7% higher than national average). In addition, 98% of primary pupils know who to speak to if they feel upset, the same as the national average. NPT secondary schools exceed national averages in all questions whilst primary pupil responses are similar to all Wales averages.

All of our schools engage actively in the national anti-bullying week; once again anti-bullying week coincides with National Safeguarding week with a specific focus for the Western Bay Safeguarding Children's Board being During this week schools have a range of activities planned that will cover both anti-bullying and safeguarding.

Safeguarding reports have been presented to Children, Young People and Education Scrutiny Committee based on safeguarding children and families in NPT. Any safeguarding concerns can be raised by schools during the termly School Standards Partnership Group, chaired by the Cabinet member for Education Leisure and Lifelong Learning.

The Strategic Equality Plan annual report and Assessment of our performance 2016-2017 is reported to the Policy and Resources Committee. In Wales, specific duties have been introduced to help us carry out the public sector duty and these include the production of a Strategic Equality Plan (SEP) and the development and publication of equality objectives. This Annual Report is prepared under Section 16(1) of The Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011. Over the year we have worked with representatives of the Black and Minority Ethnic (BME) Forum and Neath Port Talbot Council for Voluntary Service to recruit and appoint a development worker specifically to support the development of the Forum. This support will help develop the capacity and skills of its members, to empower them to participate fully in the wider community and provide a voice for, and be representative, of Black and Minority Ethnic communities in Neath Port Talbot.

## **Section 10**

How clear and robust is the local authority's behavioural support policy?

How well does the local authority monitor incidents of physical intervention and restraint in its schools?

How robustly does it analyse this and where appropriately reports this to elected members?

## **Response 10**

In terms of pupils with Social, Emotional and Behavioural Difficulties (SEBD) the local authority's procedures provides a clear process for schools to access support for pupils with SEBD. The document outlines the Neath Port Talbot Behaviour Continuum which was developed in partnership with schools and other key stakeholders, including elected members, pupils and parents following the review of inclusion in 2014 and the reorganisation and inclusion of the provision of pupils who receive their education otherwise than at school (2015). A copy of the procedures for supporting pupils with Social, Emotional and Behavioural Difficulties is attached as appendix T. The aim of the new continuum is to ensure pupils receive the right support and provision to meet their needs, first time every time. This will lead to a more pro-active approach to addressing the needs of pupils with SEBD focusing on early identification and intervention.

The continuum and behaviour procedures was formally launched in the spring of 2018 as part of the local authority's wellbeing conference. Two wellbeing groups have been established with primary and secondary school senior leaders along with a strategic group to monitor its implementation and effectiveness.

The Wellbeing Team has established a Young Persons Mental Health Forum with pupil representatives from all secondary schools in NPT, with the aim of gaining an improved understanding of how young people with mental health issues in NPT can be better supported.

A regular meeting of behaviour/pastoral leads from secondary schools as part of the 14-19 Learner Support Group and a working party of primary head teachers provides a forum to monitor and discuss the NPT Behaviour Continuum including the work of the Wellbeing Team and Cynnydd.

Reports relating to the use of physical intervention in schools are submitted to the School and Family Support Team as and when intervention is used. On a termly basis the Physical Intervention Monitoring Group (PIMG) meet to consider each report. A copy of the terms of reference of the PIMG is attached as appendix U. Due to a change in personnel, it was identified during 2017 that this group had not met for some time. The group has now been re-established and meetings have recommenced. As a result of the meetings restarting the group has already identified a lack of consistency across our schools in terms of both recording and reporting. In response to these concerns report forms have been updated and training sessions were held to raise awareness of the correct systems to be used.

This academic year the PIMG met and revisited the terms of reference acknowledging that the meetings were not effectively addressing them. The meeting had become a discussion over individual physical intervention forms that did not meet the threshold for the group. Many of these discussions related to incorrect forms being used. The group agreed that it needed to focus on the significant cases as per the TOR. A triage of forms submitted will be undertaken by a member of the Wellbeing team so that those with issues relating to forms or language used can be addressed immediately and the group can focus on those significant cases to identify patterns and areas for improvement.

## **Section 11**

How clear and robust are the local authority's guidance on health and safety and off-site activities and its policy for risk assessments?

How well does the local authority manage first aid, drug and substance misuse, sex and relationships education, education visits, internet safety and the welfare of learners on extended vocational placements in its schools and other education provision?

## **Response 11**

The corporate Health and Safety Section has, over several years, transformed the way in which it has provided support across the Council and to its schools, this is demonstrated in the substantial reduction of accidents since the introduction of OHSAS 18001 in 2006.

A key part of this transformation is attributable to the introduction of the Occupational Health and Safety Assessment Series, OHSAS 18001 as part of its commitment to a safer working environment. OHSAS 18001 is an internationally recognised standard for health and safety management, based on a process of continual improvement and is subject to an external audit process by a UKAS registered organisation. Neath Port Talbot gained registration to OHSAS 18001 in 2006 and we remain the only local authority in the whole of the UK to achieve and maintain this registration.

Part of the OHSAS 18001 registration involves BSI registered auditors visiting the authority every quarter to undertake audits on sections within the local authority. With regards to the education directorate, primary schools and comprehensive schools will form part of the audit programme and have been included since initial registration back in

2006. BSI produce a formal audit report following each visit which is issued to the Chief Executive, Directors, Heads of Service as well as team managers which will include details of any non-conformities raised during the audit and will also note opportunities for improvement.

OHSAS 18001 has played a significant role in setting a framework specifically for the Council, which has ensured consistency regarding key documents, has raised safety awareness and encouraged a safer working environment leading to year on year accident reduction.

The corporate Health and Safety Section has ensured that robust Health and Safety systems are in place for Neath Port Talbot, these include:

Improvements to the Health and Safety intranet site, introduction of 'Self Help' areas, review of the Safety Management System and the continuation of an annual internal and external audit schedule.

All services comply with the First Aid at Work regulations. This includes ensuring that provision for dealing with First Aid emergency is suitable and sufficient. Risk Assessments are in place for the provision of First Aid and appropriate training has taken place (Corporate Occupational Health and Safety Policy)

Neath Port Talbot actively promotes use of and provides support to schools in use of the Welsh Government 360 Degree Safe (e-safety self-review toolkit). This toolkit enables schools to benchmark, plan to address shortcomings and to celebrate success in all aspects of e-safety. Nearly all schools within Neath Port Talbot are engaged with the self-review toolkit and many have completed each of the available 28 aspects. Most schools attend termly DCF (Digital Competence Framework) update workshops; where a 'Citizenship' scheme of work has been shared for

implementation. This scheme of work has been approved by South West Grid for Learning/Welsh Government and encompasses all aspects of e-safety within the DCF. When pupils are interviewed by Challenge Advisers /Teacher Development Officers, nearly all pupils are aware of how they stay safe online and know who to report incidents to (if they occur). Neath Port Talbot provide a robust Internet filtering and monitoring system and is tailored for phases. The Internet filtering is in line with the Welsh Government Recommended Web Filtering Standards for schools in Wales.

The ESO links with the Neath Port Talbot SRE group. This group oversees the delivery of the Personal Social Health Education programme across our schools. By the end of the autumn term, 2017 we will see the first delivery of the “Hidden” resource to year 10 pupils. “Hidden” is the Barnardo's CSE resource, which is delivered to young people.

Following the inclusion review and the re-organisation of EOTAS (as referred to previously), all Neath Port Talbot pupils are on a school roll and it therefore remains the individual schools responsibility to ensure that substance misuse, sex and relationships education and the welfare of learners is maintained.

In relation to educational visits, the local authority is a participative member of the Outdoor Education Advisers’ Panel (OEAP). This UK national group provide leadership and management support for local authorities and schools in outdoor education, offsite visits and adventurous activities. The local authority employs a part-time member of staff who is qualified and trained to OEAP national standards to provide advice and support to our schools in this area. The officer is able to deliver Educational Visit Co-ordinator (EVC) training to schools as a regular annual event or upon demand when required. The officer has regular contact with the Neath Port Talbot corporate health and safety team and is currently in the process of revising the Off Site Visits Pack, a bespoke document for schools. A copy of this pack

is attached as appendix V. The officer provides support to schools planning educational visits via email and telephone. In the past 18 months, the officer has visited 60 schools to support their activities in this area.

As part of being a member of OEAP, schools are provided with a web link to access national guidance documents ([oeapng.info](http://oeapng.info)). Schools are reminded of this useful source of information at the commencement of each term.

In relation to other education providers as outlined previously this is an area identified for further work. Currently there is no formal process for assessing such providers. The aim is to set up a framework of providers centrally that schools can access that have passed all safeguarding requirements. Currently if schools access vocational training providers or other education provisions it is their responsibility to ensure all appropriate safeguarding checks are in place.

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## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### Education, Skills and Culture Cabinet Board

17th January, 2019

### Report of the Head of Transformation – Andrew Thomas

**Matter** for information

**Wards Affected:** All

## PUPIL ATTENDANCE UPDATE

### Purpose of the Report

1. To provide Members with information and data in relation to Neath Port Talbot pupil attendance and persistent absenteeism.

### Background

2. a) This report provides Members with details of the latest available attendance data to end of December, 2018.  
b) The report also provides Members with more detailed information and analysis of persistent absenteeism in schools.

### Attendance Data

3. In the current academic year to the end of December the primary sector attendance rate was 94.43%. This is a -0.32% decrease compared to the same period the previous year. The Secondary sector attendance during this period was 93.17%. This is a -0.20% decrease compared to the same period the previous year.

4. During the year to date 21 primary schools increased their attendance compared with the same period last year, with 36 schools reporting a decrease. In the secondary sector 6 schools increased their attendance with 5 reporting a decrease. [Note: for the purpose of statistical reporting, the data for Ysgol Bae Baglan, Ysgol Cwm Brombil and Ysgol Gymraeg Ystalyfera - Bro Dur as all-through schools have been disaggregated into both the primary and secondary sectors.] A list of the individual school data comparing the two academic years to date is provided in Appendix A to this report.
5. The Education Welfare Service continues to work closely with both schools and parents to identify the cause of individual pupil absence with the aim of early intervention when and where needed. Education Welfare Officers will often attend at the home of the pupil to make enquiries as to the reason for the absence from school in an effort to assist and facilitate an early return to school and discuss with parents various strategies to encourage and improve regular attendance. Education Welfare Officers will also challenge Headteacher's where attendance is a cause of concern across the school.
6. The majority of schools are now fully operating the recommended Neath Port Talbot Attendance Policy and are proactive with first day response and sending warning letters to parents for non-attendance. There remains some further work required at a small number of schools to ensure the policy is applied across the County Borough consistently.
7. Whilst the focus on pupil attendance generally revolves around absence from school rather than actual attendance, it is worthy for Members to note that there were 867 pupils who attended school 100% of the time for the whole of the 2017/18 academic year (excluding Nursery and Reception pupils). Additionally, some 8,834 pupils regularly attended school for more than 95% of the time over the year.
8. Members will continue to be provided with regular reports on pupil attendance and the work being undertaken to improve the operation of the Education Welfare Service.

### **Persistent Absenteeism**

9. Members will be aware from previous reports that the authority has made additional investment in tackling persistent absenteeism as an identified priority area in terms of: a) highlighting this as a relatively new focal point for schools and EWOs, b) the subsequent appointment

of a dedicated EWO officer to address persistent absenteeism following the success of the project pilot trial and, c) the emerging picture nationally driven by Estyn.

10. Persistent absence is defined by Welsh Government as pupils whose attendance level is less than 80% (20% or more absence). In Neath Port Talbot for the 2017/18 academic year this equated to 498 pupils.
11. Secondary Sector: For the academic year 2017/18, nationally 4.1% of all pupils in the secondary sector were defined as a persistent absentee. In Neath Port Talbot this figure was 4.2%, marginally higher than the national average. However, the amount of time those pupils lost from school in Neath Port Talbot has decreased to 20.6% whilst the national average has risen to 23%.
12. Primary Sector: For the academic year 2017/18 nationally 1.7% of all pupils in the primary sector were defined as a persistent absentee. In Neath Port Talbot this figure was the same at 1.7%. The amount of time these pupils lost from school in Neath Port Talbot was 8.1%, which again was lower than the national average of 9.1%. For the past five years Neath Port Talbot has excelled in this area repeatedly performing better than the national average despite its demographic.
13. In efforts to address persistent absenteeism further a particular focus of the Education Welfare Service this academic year is the individual monthly tracking of all 498 pupils defined as a persistent absentee during last academic year. Tracking will continue for the whole year with targeted additional intervention by the dedicated EWO supporting persistent absentees together with the named school EWO.
14. Work has already taken place to understand why the attendance of each of the 498 pupils was at a level low enough to categorise them as a persistent absentee. Examples include (but not exhaustive) illness (both intermittent and one-off long-term), traveller pupils, permanent exclusions and pupils who refuse to attend school regularly for a variety of reasons.
15. Action plans have been drawn up by the EWO service specifying how each of the pupils will be monitored, supported or requiring any other appropriate intervention, including whether prosecution is necessary to secure a better attendance.
16. Examples of such support provided to date include the EWO attending the home of school phobics each morning to travel with them to provide reassurance and support as they arrive at school and ensure they settle in for the day; officers directly contacting other professional

agencies in the attempt to remove a delay or blockage in the child being seen by them; alerting schools to issues or concerns that the child or parent had that prevented attendance that were not known to the school and the initiating of multi-agency professional meetings to bring a holistic approach to a child/family where there appear to be multiple issues affecting regular attendance.

17. Based upon the autumn term alone positive results in terms of pupil attendance are being seen from approximately two-thirds of the tracked pupils. Work with these pupils will continue throughout the academic year.
18. Members need to be aware that whilst there are some significant improvements and achievements being made amongst this group of pupils, the focus on individual pupils' absences has resulted in a few parents making the decision to de-register their child from school in favour of educating them at home. Whilst this is a perfectly legal choice for parents a small number of parents have been honest enough to say that their decision to home educate is as a direct result of the challenge placed upon them to improve their child's attendance. Parents who educate their children at home are supported by the Authority's Elective Home Education Co-ordinator. Where it is clear no education is taking place legal action is available to the authority to require the child to attend school.

### **Financial Impact**

19. There is no financial impact associated with this proposal.

### **Equality Impact Assessment**

20. Having considered the Council's screening assessment guidance produced to assist the Council in discharging its Public Sector Equality Duty under the Equality Act 2010 it has been determined that this report does not require an equalities impact assessment.

### **Workforce Impacts**

21. There are no workforce or staffing issues directly associated with this report.

### **Legal Impacts**

22. There is no legal impact associated with this report.

## **Risk Management**

23. Members have previously determined that they wish to include the monitoring of pupil attendance as a regular activity within their on-going work programme. Such scrutiny maintains a high-level focus on attendance amongst schools within the County Borough whilst comparing internal pupil attendance with that of other authorities across Wales.

## **Consultation**

24. There is no requirement under the Constitution for external consultation on this item.

## **Recommendations**

25. That Members note the contents of this report.

## **Appendices**

26. Appendix A: List of schools with individual attendance rates.

## **List of Background Papers**

27. None.

## **Officer Contact**

28. John Burge, Manager of the School & Family Support Team

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APPENDIX A

Abbey Primary	94.25%	0.34%
Alderman Davies CIW	95.45%	-0.55%
Alltwn Primary	95.08%	-0.43%
Awel y Môr	93.93%	-0.62%
Baglan Primary	93.91%	-0.99%
Blaenbaglan Primary	94.63%	0.03%
Blaendulais Primary	93.30%	-1.30%
Blaengwrach Primary	95.48%	0.10%
Blaenhonddan Primary	96.00%	0.61%
Bryncoch CIW Primary	95.86%	0.40%
Catwg Primary	95.02%	0.69%
Central Primary	94.42%	-0.31%
Cilfrw Primary	94.67%	0.34%
Coed Hirwaun Primary	95.03%	-1.20%
Coedffranc Primary	93.58%	-1.19%
Creunant Primary	94.58%	-1.49%
Croeserw Primary	93.37%	-0.53%
Crymlyn Primary	94.40%	-0.66%
Crynallt Primary	94.05%	-0.15%
Cwmafan Primary	94.53%	0.41%
Cwmnedd Primary	93.20%	-0.50%
Cymer Afan Primary	95.56%	-0.49%
Eastern Primary	94.39%	0.68%
Glyncorrwg Primary	96.21%	0.46%
Gnoll Primary	93.99%	-0.36%
Godrergraig Primary	95.23%	1.13%
Llangiwig Primary	94.90%	1.04%
Maesmarchog Primary	95.06%	-1.01%
Melin Primary	94.57%	0.33%
Penafan Primary	89.76%	-3.73%
Rhos Primary	95.13%	1.07%
Rhydyfro Primary	95.51%	-0.16%
Sandfields Primary	92.73%	-2.02%
St Joseph's Infant	95.16%	0.59%
St Joseph's Junior	94.93%	-0.15%
St Joseph's Primary	94.27%	-0.38%
St Therese's Primary	93.12%	-2.01%
Tairgwaith Primary	94.84%	0.90%
Tonnau Primary	94.69%	-0.90%
Tywyn Primary	94.77%	-0.69%
Wauceirch Primary	93.74%	-0.06%
YGG Blaendulais	95.33%	0.32%
YGG Castell-nedd	95.08%	-0.54%
YGG Cwmllynfell	94.07%	-1.61%
YGG Cwmnedd	94.42%	0.14%
YGG GCG	95.36%	-0.90%
YGG Pontardawe	95.55%	-0.41%
YGG Rhosafan	94.44%	-0.38%
YGG Trebannws	95.66%	0.90%
YGG Tyle'r Ynn	95.62%	0.34%
YG Ystalyfera - Bro Dur	93.34%	-1.96%
Ynysfach Primary	94.95%	-0.21%
Ysgol Bae Baglan	92.13%	-1.98%
Ysgol Carreg Hir	91.14%	-1.74%
Ysgol Cwm Brombil	93.34%	-0.32%
Ysgol Maes Y Coed	90.90%	1.23%
Ysgol Hendrefelin	84.23%	-5.42%

Cefn Saeson	91.53%	-2.57%
Cwmtawe	94.40%	0.13%
Cymer Afan	91.05%	-2.01%
Dwr y Felin	92.84%	-1.12%
Llangatwg	93.33%	0.03%
St Joseph's RC	93.10%	1.07%
Ysgol Bae Baglan	92.64%	0.04%
Ysgol Cwm Brombil	93.85%	0.44%
YG Ystalyfera - Bro Dur	93.62%	-0.49%
Ysgol Maes Y Coed	87.33%	-0.94%
Ysgol Hendrefelin	86.18%	2.27%

## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### Education, Skills and Culture Cabinet Board

17<sup>th</sup> January, 2019

## Report of the Head of Transformation Andrew Thomas

**Matter** for information

**Wards Affected:** All

## Additional Learning Needs Statutory Processes

### Purpose of the Report

- To provide Members with information in relation to Additional Learning Needs Reform (ALNET).
- To provide Members with information and progress in relation to the LA Local ALNET Implementation Plan (LIP).

### Executive Summary

- This report provides members with an update on Welsh Government's plans for reform and current position.
- This report will provide Members with details of the Local Implementation Plan (LIP) September 2018 to March 2019, and a progress report to date.

### Background

In 2018 the Welsh Government introduced The Additional Learning Needs and Education Tribunal (Wales) Act 2018, which provides for a new

statutory framework for supporting children and young people with Additional Learning Needs (ALN) from birth, while they are in school and through to further education (0-25 years).

The Act forms part of a wholesale change to providing for children and young people with ALN and the new framework it creates will replace the separate legislation and arrangements which currently exist for pupils with Special Educational Needs (SEN) up to age 16.

In December 2018, WG published a Draft Additional learning Needs Code for Wales, providing statutory guidance for public authorities, including but not exclusive to: local authorities, governing bodies of maintained schools, governing bodies of further education institutions, local health boards and NHS trusts and youth offending teams. Consultation on the Code ends on the 22<sup>nd</sup> March.

Welsh Government has appointed a Transformation Lead for each region and each LA has been required to complete and initial readiness survey and develop a Local Implementation Plans (LIP), in addition to contributing to a Regional Implementation Plan (RIP).

NPT's Local Implementation Plan sets out the agreed priorities, actions, timescales and progress report for the period September 2018-March 2019. The Inclusion Service is also accountable for allocation of grant money allocated to the LA to work with a range of partners and stakeholders.

## **Recommendations**

- That Members note the content of the report and the information provided.

## **Appendices**

Appendix 1: Local Implementation Plan

## **List of Background Papers**

None

## **Officer Contact**

Andrew Thomas Head of Transformation

Hayley Lervy Co-ordinator for Inclusion

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# Neath Port Talbot Inclusion Service

## Local Implementation Plan

September 2018 – March 2019

## **Neath Port Talbot Local Authority Additional Learning Needs and Education Tribunal (ALNET) Local Implementation Plan**

This Local Implementation Plan forms part of a developing three year plan, in which Neath Port Talbot Local Authority Inclusion Service sets out its programme of work and key priorities in preparing for ALN reform.

The priorities outlined in this plan are closely aligned to local authority plans, the Inclusion Service Business Plan, individual service report cards and wider educational reforms.

All priorities identified within this plan will be delivered in partnership with key stakeholders and services, while many of the priorities will be delivered in collaboration with regional partners.

The plan is funded, in part, by the Transformation Grant and through additional funding and resources from NPT's core budget.

Neath Port Talbot is committed to working in close partnership with professionals, children, young people, parent, carers and wider services to ensure that the local authority is prepared for changes in legislation and is adhering to Welsh Government timescales.

This plan will be monitored by elected members, the Director of Education, the Co-ordinator for Inclusion and the LA's ALNET Steering Group.

P1- Awareness raising			
Actions	Collaboration	Expected Outcomes	Timescales
Identify staff members within the authority who will require training on aspects of the Act and deliver training	WG Elected members SMT/ Co-ordinator for Inclusion Inclusion Service staff Head Teachers Governing Bodies ALN Cos Specialist teaching staff School staff Early Years providers Post 16 providers FE NPTC Health CAs CVS CYPs Directorate staff (ELLS) Legal services	All relevant staff members are aware of ALN reform and its implications.	Autumn 2018 on
Engage with Parents/ Carers to raise awareness of Act's requirements via the delivery of cluster sessions.	Schools Inclusion staff Parents/ Carers	Parents/ Carers are aware of new legislation.	December 2018
Engage with stakeholders	WG	Stakeholders are aware of the	Dependent on WG timescales

regarding consultation on the draft Additional Learning Needs Code of Practice.	Elected members SMT/ Co-ordinator for Inclusion Inclusion Service staff Head Teachers Governing Bodies ALNCos Specialist teaching staff School staff CYP Early Years providers Post 16 providers CAs CVS CYPS Directorate staff (ELLS)	contents of the Code and are able to participate in consultation exercises.	(publication of draft code)
Advise practitioners, Elected members and Governing Bodies when Tier 1 and 4 online training becomes available.	As above.	A sound awareness of ALN reform and its implications by key stakeholders.	Dec 2018
Update NPT Inclusion website to ensure there is available information on ALNET and link to regional Parent Partnership website.	Inclusion Officers IT Officers	Useful, up to date information on ALNET is available.	December 2018
Agree how Challenge Advisors will address reform in core visits.	Inclusion Officers CAs	Challenge Advisors will address readiness for reform as a line of	Autumn 2018 onwards

	Schools	enquiry in all Core Visits and advise Head Teachers that it should be included within the school's self-evaluation and development plan. Inclusion Officers will undertake joint core visits in a number of identified schools, including special schools and Welsh medium schools.	

P2- Workforce Development			
Actions	Collaboration	Expected Outcomes	Timescales
Ensure robust procedures are in place to review demand for specialist support and assess future need and provision.	Data Unit ALNST SIIP Schools FEI EY Health	The LA is well placed to meet the needs of pupils with specific and more complex needs.	Sept 2018
To review capacity of LA specialist support staff.	Inclusion Officers	To ensure the LA is fully staffed in order to meet future demand.	Oct 2018 and ongoing dependant on reform/CoP
To undertake skills/ training audit of school based staff.	Inclusion Officers School staff	Audit undertaken to inform LA action plan and develop a cluster training delivery model.	December 2018
Develop an LA action plan outlining additional training/staffing requirements.	Inclusion Officers	Additional training/ staffing requirements identified.	Spring 2019
Ensure specialist service staff have appropriate CPD opportunities.	Accountable managers Inclusion Officers Wider LA services Health HE Other outside training providers	Appropriate CPD opportunities identified through PDRs and made available to all staff on an ongoing basis, in order to ensure a skilled workforce able to meet the needs of learners with ALN.	Ongoing through PDRs

Further develop NPT's existing training programme in relation to ALN for all staff.	Inclusion Officers Health Trinity of St David's University School staff	Development of Graduate Diploma for school based staff, both specialist and mainstream.	Ongoing
To continue to effectively engage with other LAs to develop regional support where appropriate.	Regional Leads.	Effective/ efficient planning and sharing of good practice, to maximise resources.	Ongoing
Secondment of Primary and Secondary ALNCo to provide support to mainstream ALNCo in evaluating and developing ALN provision.	Identified ALNCo	Effective self-evaluation of ALN provision and the identification of area for development.	Spring 2019

P3- IDPs and PCP			
Actions	Collaboration	Expected Outcomes	Timescales
IDP Leadership role assigned and multi-agency steering group established.	Co-ordinator for Inclusion Manager of ALNST PEP Statementing and Process Officer Manager of Wellbeing and Behaviour service Manager of Support for Learning Health LACES Early Years providers Post 16 providers Schools Social Services ALN EY Co-ordinator Regional leads	Smooth transition from Statements of SEN to LA maintained IDPs, adhering to timescales given by WG.	December 2018
Agree a regional graduated response and criteria for IDPs that are maintained by the LA.	Regional leads Inclusion Officers	An agreed regional graduated response and criteria for IDPs that are maintained by the LA to ensure consistency and an equitable offer.	Spring/ Summer 19
Identify a cluster of schools and EY providers to pilot conversion of	Inclusion Officers Schools	Cluster of schools identified to pilot conversion of Statements to	March 2019

Statements to IDPs.	EY settings EY ALNDO	IDPs.	
Identify LA/ individual school/ FE quality champions to undertake quality assurance of IDPs.	Inclusion Officers HTs and ALNCos FE staff EY ALNDO	Ongoing support will be provided to staff in writing high quality IDPs.	Spring 2019
Train 4 LA officers to be accredited Person Centred Practice (PCP) trainers.	HSA Inclusion Officers	To support children, young people and their Parents/ Carers using Person Centred practices, ensuring the child or young person is at the heart of the decision making process.	Autumn 18 Completed
Provide PCP training for all Inclusion Service staff.	Accredited LA PCP trainers	All Inclusion Service staff have a sound understanding of Person Centred Practices.	Autumn 18 Completed
Provide PCP training for Challenge Advisors and Participation Service staff.	Accredited LA PCP trainers CAs	CAs have a sound understanding of Person Centred Practices.	December 2018 on
Create a shortened PCP training package which will be delivered to all School Leaders (Head Teachers and Governing Bodies).	Accredited LA PCP trainers Head Teachers School and Family Support Team Governing Bodies	All Head Teachers and Governing Body members have a sound understanding of Person Centred Practices.	December 2018 – Head teachers Spring 2019- Governing Bodies
Provide full PCP training for new ALNCos and those who have previously not received training.	Accredited LA PCP trainers ALNCos	All ALNCos are able to support children, young people and their Parents/ Carers in Person Centred Practices.	Rolling programme of training available from autumn 18.

Provide refresher PCP training opportunities for ALNCoS.	As above	As above	As above
Identify a PCP Champion in each cluster.	Schools Accredited LA PCP trainers Helen Sanderson associates	A PCP champion will be identified in each cluster to support colleagues in implementing Person Centred Practices and to assist Inclusion Officers in quality assuring practices in place.	Spring 2019
Roll out offer of PCP training to partner agencies.	Health Pre-school provisions Accredited LA PCP trainers Helen Sanderson Associates FE NPTC (see post 16)	Collaborative working with partner agencies and consistency of approach.	Autumn 2018 onwards

P4- Early Years			
Actions	Collaboration	Expected Outcomes	Timescales
Develop job description for EY ALN Development Officer post, advertise and appoint.	SMT /Co-ordinator for Inclusion	Clear role and responsibilities for Early Years Coordinator.	Dec 2018
Establish EY steering group.	Co-ordinator for Inclusion PEP CAs EY ALN Development Officer Think Families Partnership & Flying Start (TFP and FS) Health CWD co-ordinator	The Early Years steering group will be the key decision makers in terms of ALN provision for 0-3.	December 2018
Undertake an audit of Early Years providers, including Welsh medium provision.	LA services EY ALN Development Officer EY settings CAs	A comprehensive register of Early Years providers.	March 2019
Scope the advice, support and guidance available to EY settings from EY specialists, including EY specialists of ALN.	EY ALN Development Officer EY settings Wider LA services	A sound understanding of the advice, support and guidance available to EY settings from EY specialists, including EY specialists of ALN.	Spring 2019
Identify training needs for all staff in EY settings through the development of an audit.	EY ALN Development Officer EY settings	Training needs of EY staff identified.	March 2019
Identify a minimum training	Regional Inclusion Leads	Minimum training requirement	March 2019

requirement for EY staff in collaboration with regional partners and to begin planning for delivery.	Inclusion Officers EY staff	for EY staff is identified.	
Inclusion of EY in ongoing PCP training.	Accredited LA PCP trainers Helen Sanderson Associates	Ongoing PCP training available to EY staff. EY staff confident in Person Centred Practices.	Spring onwards

P5- FE			
Actions	Collaboration	Expected Outcomes	Timescales
FE to discuss outcome of ALN readiness survey with LA staff.	Co-ordinator for Inclusion Manager of ALNST Social Services Health FE institutions FE Transformation Lead Careers Wales Data unit LACES	A clear understanding of FEs readiness, including current systems and procedures, sharing of information, training needs and staffing.	To be determined by FE TL (CD).
Establish a multi-agency FE steering group.	LA officers FE staff Health Social Services Schools LACES Careers Wales	Multi-agency FE steering group established.	Spring 2019
Scope learning pathways for learners with ALN post 16.	HOLOS LA officers FE staff Careers Wales	Learning pathways for learners with ALN Post 16 identified.	Spring 2019
Assign FE ALN Lead from within LA or FE.	FE LA	FE ALN Lead assigned.	To be determined by SMT
Ensure FE staff have appropriate CPD opportunities, in order to meet the needs of learners with ALN.	LA officers FE staff	A skilled workforce able to meet the needs of learners with ALN.	Autumn 2018 on

Analysis of post 16 data (current number of skills plans and projected number of LA maintained IDPs from July 2020).	Data Unit LA staff FE staff Schools	An overview of current number of skills plans and projected number of LA maintained IDPs from July 2020, in order to ensure the LA and College are able to act in accordance with WG timescales.	January 2019
Audit provision available to learners with ALN including EPS, SaLT, learning coaches etc.	FE ALN Lead	An understanding of current provision so next steps can be identified, in order to ensure that all learners with ALN have their needs met by qualified, specialist staff.	Spring 2019
Analysis of destinations for all learners with ALN.	FE ALN Lead Careers Wales Youth Service	Destinations of all learners with ALN is known and documented.	January 2019
To determine current transition arrangements between KS4 and FE for learners with ALN.	FE ALN Lead FE staff Schools	Strengths and areas for development identified in current arrangements, in order for improved transition procedures to be implemented.	Spring 2019 on
Develop guidance on what makes effective transition, including agreed	FE ALN Lead FE staff	Seamless and robust transition arrangements in place from year	March 2019

information sharing protocols for use at key points of transition and the role of FE support staff.	Schools Inclusion staff Health Social Services Careers Wales	9.	
LA to facilitate and fund PCP 'train the trainer' training for key FE staff.	FE staff Helen Sanderson Associates	FE fully engaged in the development of a sustainable model for embedding Person Centred Practices.	Spring 2019
Map range of specialist places available locally and regionally.  To determine current retention rates for pupils with ALN.	FE ALN Lead Regional partners  FE NPC LA Careers Wales Social Services	Overview of specialist places available locally and regionally created, in order for gaps in provision to be identified. To have a clear understanding of current retention rates, identify successes and any barriers to retention.	March 2019  Spring 2019

P6- Pupil and Parent Partnership			
Actions	Collaboration	Expected Outcomes	Timescales
Analyse main reasons for disputes and audit of current systems/ approaches for early engagement with Parents/ Carers.	Inclusion Officers Data Unit	Improved systems/ approaches for early engagement with Parents/ Carers, which in turn will lead to fewer disputes and appeals to SENTW.	December 2018
Ensure complaints and compliments regarding ALN provision are effectively monitored.	Schools Parents CYP SNAP SFST ALNST Data unit Health/ DECLo	Reduction in the number of complaints regarding ALN.	December 2018
Training for LA and School staff in managing and communicating difficult decisions, and dispute resolution.	Inclusion Officers School staff Outside training providers - Holus	LA and School staff have skills needed to manage and communicate difficult decisions, and resolve disputes at an early stage.	Spring term 19 on
Provide support for Parents to formally engage in policy making.  Establish Parent/ Carer forum with a view to developing a partnership agreement with parent/carers.	Inclusion Officers Parents/ Carers	Parents are supported to formally engage in policy making.  Parent/ Carer forum established.	December 2018
Devise a training menu for Parents/ Carers of children and young people	Inclusion Officers	Training menu available for Parents/ Carers of children and	December 2018 on

with ALN.		young people with ALN, to develop their knowledge and understanding and provide strategies for support.	
Implementation of drop-in advice sessions for Parents/ Carers with Inclusion Officers.	Inclusion Officers Parents/ Carers Schools	Ongoing support and advice available to Parents/ Carers from LA Inclusion officers. Improved Parent Partnership.	Autumn 2018 on
Ensure current participation strategy for CYP addresses needs for pupils with ALN.	Heads of Service Co-ordinator for Inclusion Inclusion Officers Wider LA services Children and Young People School staff	Further develop participation strategy for children and young people to reflect changes in legislation and provision.	December 2018
Ensure there is appropriate information available to Parents/ Carers through a range of media regarding support services and provision, including a link to the regional Parent Partnership website.	Inclusion Officers IT officers LA Communication department ELRS	Appropriate information is available to Parents/ Carers through a range of media regarding support services and provision.	February 2019
Undertake PCP awareness raising with Participation Officer.	Inclusion Officer Participation Officer	Participation Officer has a sound understanding of Person Centred Practices.	February 2019.
Ensure effective early disagreement resolution and key point of contact.	Parents and CYP Schools Independent Advocacy service	Reduction in appeals to SENTW and strong partnership working with Parents/ Carers using a	Spring 2019 onward

	Children's Rights Unit	Person Centred approach.	