

## **Service Report Card 2016-2017**

### **Education Development Service – 14-19 Service**

#### **Section 1: Brief description of the service**

The 14-19 Manager works with all secondary, special schools and the college in Neath Port Talbot. The 14-19 Manager also work as part of the Eastern Hub (Swansea & Neath Port Talbot) within the region of ERW (6 Local Authorities in South West Wales). For all of our young people 14-19 is a crucial age in their education. It is the point where they begin the examination studies that could lead to Higher Education or Employment. For many at age 16 there is also the transition to a new setting for their education.

The role of the 14-19 Manager is to oversee the curriculum offered by schools to ensure that it meets the needs of our young people. This role involves supporting schools in implementing new education policies from the Welsh Government. In recent years this has included; new GCSEs in many subjects including English and Mathematics, the introduction of the new Welsh Baccalaureate qualification, introducing a network aimed at helping pupils apply to the top universities (the Seren network). The role also includes monitoring collaborative provision courses. These are courses that are run for the benefit of our young people by Neath Port Talbot College. In the last year the 14-19 Manager has also worked on developing the Cynnydd project. This project has been funded from European money and is aimed at supporting young people who are most at risk of becoming NEET(Not in Employment Education or Training). The 14-19 budget also supports schools in employing Engagement Workers to target pupils in years 10 and 11. These Engagement Workers are working with more vulnerable groups of pupils to overcome issues they may have both inside and outside of school and help them achieve their GCSE results. The 14-19 Manager also represents Neath Port Talbot in ERW 14-19 meetings. The current priorities of this work are linked to the 14-19 section ERW Business Plan with reference to supporting the implementation of the Welsh Baccalaureate and new curriculum developments.

Karen Thomas manages 14-19 provision in Neath Port Talbot.

## **Section 2: Overall Summary of Performance for 2015-16 Financial Year**

Due to the nature of educational changes in recent years, the majority of the work of the 14-19 Manager cannot be fully measured until the results in the summer of 2017. However, schools have indicated that they are feeling more confident about the new Welsh Baccalaureate. Early indicators are that school's assessment of the new qualification is accurate. Post 16 planning meetings have developed with targeted agendas to address the information required from Welsh Government. This has resulted in improved planning for the number of students who would be in sixth form provision in both St Joseph's and Ystalyfera. The Welsh Government allows for a 10% difference in the planned number compared with the actual number in sixth form. In 2015/16 399 pupils had been planned to enter either year 12 or year 13 in St Josephs and Ystalyfera. The actual figures of those in either year 12 or 13 in St Josephs and Ystalyfera were 369 and 9% lower than the planned figures. 18% (44 out of 240 pupils) of those on the Seren program (which covers Neath Port Talbot, Bridgend and Powys) were from Neath Port Talbot schools Collaborative Provision, with Neath Port Talbot College has continued to be successful. 100% of pupils on BTEC courses achieved at least a Pass. The college also started 2 new IVET (Initial Vocational Education Training) qualifications in Construction and Engineering. The majority of pupils will not receive their results until the summer of 2017. However, a small group of students from Cymer Afan Comprehensive sat the Engineering qualification in the summer of 2016. 85% (11) of these learners achieved a Level 2 qualification (A\*-C) and 15% (2) achieved the Level 1 (D-G) qualification.

All schools are now involved in a number of network opportunities. These include; a Curriculum group, a Learner Support Group (for Pastoral leads in the school), a Welsh Baccalaureate Network Meeting and an Engagement Workers Network. These have been proven to benefit in the sharing of information and best practice. It is also creating a regular program for training opportunities; in particular both the Welsh Baccalaureate Network and Engagement Worker Network have regular training opportunities through their groups. The 14-19 Manager has now received training from the WJEC examination board. This has meant that for 2016/17 training for the new e-portfolio assessment system of the Welsh Baccalaureate can be completed by the 14-19 Manager.

The revised budget for 14-19 provision was £378,366.00. This included a grant of £6000 from ERW for the Welsh Baccalaureate.

There was no under spend in the management of this budget.

The 2015-16 average sickness Full Time Equivalent days lost was 0 days.

14-19 has received no complaints during the year. There has been very positive feedback from all of the network meetings and various training sessions and workshops that have been held during the year.

### Section 3: Service Priorities 2016-17

Priority	Actions to deliver priority	Officer Responsible	Timescale	What will be different? Measures and/or Outcomes
1: All Secondary schools in NPT are prepared for the E-portfolio and assessment system for the Welsh Baccalaureate.	<p>Welsh Baccalaureate lead to liaise with ERW and the WJEC to ensure clear guidance on a timeline for the introduction.</p> <p>Develop a training plan over the year to meet the stages of introduction of the e-portfolio and assessment system.</p> <p>Deliver initial training to the schools with follow up training to the Welsh Baccalaureate Coordinator.</p>	Karen Thomas	Sept 2016 - Apr. 2017	<p>Training will be completed by the Welsh Baccalaureate Lead for Neath Port Talbot.</p> <p>This will mean that training does not have to be done at a time suitable for the WJEC, but can be individualised to the needs of each school.</p> <p>Training will also be split into two sections (e-assessment and the uploading of student work). This will mean it will be completed to meet the needs of schools.</p>

<p>2: Address the development needs of the Welsh Baccalaureate.</p>	<p>The WJEC moderators report identified pupils failure to be able to evaluate skills and reflect on their own and others performance.</p> <p>Set up a working party to share best practise and devise a strategy for teaching these areas.</p> <p>Develop materials to share across all schools.</p>	<p>Karen Thomas</p>	<p>Jan 2016- April 2017</p>	<p>Schools will be able to have materials and resources to address this area of need.</p> <p>The ability to reflect and evaluate skills is a significant element in each of the 4 challenges that make up the new Welsh Baccalaureate. Improvements in the results from challenges should then be evident.</p>
<p>3: Support for developing the Seren network.</p>	<p>11-16 schools to understand the importance of the Seren network and give guidance on how pupils are selected to the network.</p> <p>Develop Seren activities that can be delivered in Neath Port Talbot and could include year 11 pupils/parents.</p> <p>Track current and past pupils on the Seren network and utilise them as Alumni in schools.</p> <p>Have an information assembly that can be given in schools to</p>	<p>Karen Thomas</p>	<p>Sept. 2016- Apr. 2017</p>	<p>This is to encourage more of our students to aspire to what to become part of the Seren Hub.</p> <p>It is also anticipated that 11-16 schools will understand the need to introduce Super Curricular Activities earlier.</p> <p>Parents of potential Seren students will be better informed before their children sit their GCSE exams, which may help with future choices of university and courses.</p>

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	pupils in years 9-11 to enable them to understand GCSE option choices and grades they may need to achieve.			
4: To utilise European Social Fund money to reduce potential NEET (Not in Employment Education and Training) numbers in Neath Port Talbot	<p>To ensure each school has access to a worker (Cynnydd Worker named after the Project)</p> <p>Train workers to deliver bespoke education for pupils that are referred to them</p> <p>Monitor and evaluate the number of pupils referred to the Cynnydd Worker and the number of those pupils who are able to be signed off the project as their risk of being NEET (Not in Employment Education and Training) has been reduced.</p>	Karen Thomas	Sept. 2016- Apr. 2017 (on going until the end of the project Feb 2019)	<p>To offer Cynnydd workers to assist schools in working with the most vulnerable pupils.</p> <p>To ensure that workers are trained to deliver bespoke packages to support and engage learners referred to them.</p>

## Section 4: Service Performance Quadrant 2016-17

**Priority 1 - Prepare all secondary schools for the introduction of the E-portfolio and assessment system for the Welsh Baccalaureate.**- In the 2015-16 WJEC, as the examination board, were responsible for the training of all schools in Wales. This resulted in Neath Port Talbot receiving the equivalent of a half a day training. The timing of this training meant that it also took place too early in the year. It was also only delivered to Welsh Baccalaureate coordinators and many felt they were not confident to deliver this training to all their staff.

Due to problems with the system that was developed by the WJEC, the introduction of the e-portfolio/assessment system was delayed. After discussions between ERW, Welsh Government and the WJEC it was agreed that a Welsh Baccalaureate Lead from each region could be trained in order to deliver the training on the e-portfolio. Following the training the Welsh Baccalaureate Leads would provide an action plan of training. Training for the Welsh Baccalaureate Leads took place in September 2016. The training plan for Neath Port Talbot means that every school will receive an initial training session between October half term and Christmas 2016. This will focus on the ability to access the e-assessment system. It is hoped that all schools will then pilot this with one of the challenges for the January 2017 series. Further training can then be coordinated if this is required. Further training of new staff and to allow pupils to upload their work for assessment will be planned to take place in the Summer term of 2017.

**Priority 2 - Address the development needs of the Welsh Baccalaureate** – Schools began teaching 3 of the challenges for the Skills Challenge Certificate (Welsh Baccalaureate). Schools wanted to ensure that their assessment of the portfolios was accurate and so they either made the decision to enter only a small pilot group, or wait and enter all 3 of these challenges in January 2017. This would allow them time to receive the moderators report for each challenge and address issues with their assessment of portfolios. Following the release of the moderators report , it was identified that personal reflection (evaluating the skills of the individual and/or team) was the weakest area across the 3 challenges. This was discussed during the Welsh Baccalaureate Network Meeting. Schools agreed that this was a weakness and felt there was insufficient time to develop these

skills in year 10. A working party will be set up in January 2017 to develop strategies for teaching the skills of personal reflection at Key Stage 3.

**Priority 3 - Support for developing the Seren network** – As part of Welsh Government initiative all areas in Wales have been encouraged to set up a Seren network. These networks are intended to help support the most able students in Wales to apply for Oxford, Cambridge and other top universities (Russell Group universities). The network for Neath Port Talbot was launched in January 2016. This network includes Neath Port Talbot, Powys and Bridgend. This has been running successfully and the second year of the network has now been planned, with suitable students already chosen. The Seren Hub runs in years 12 and 13 and so is focused on post 16 providers. It has been noted that students in 11-16 schools may be disadvantaged as they do not have talks from Seren students and would not see what the Seren program is or who it will benefit. Many students now require certain grades at GCSE to access some courses in university and again they would not be aware of this.

Schools have now been issued with guidance on the Seren network. This is for the purpose of placing on their websites, or in their prospectus'. They have also received a guidance booklet on what Super Curricular activities could be and how schools could plan for these activities. For a student to be chosen for Seren they will need to gain a set amount of points based on their 8 best GCSE results (an average of 4 A's and 4 A\*'s). Schools will be given this information in order to help them track potential students in the future. It is also planned that a series of assemblies will be available to schools about the network. Within the Seren program there is a parent's information evening in November. Students in year 11 who have the potential to be part of the Seren Hub when they enter year 12 will have their parents invited to this to find out about the program.

**Priority 4 - To utilise European Social Fund money to reduce potential NEET (Not in Employment Education and Training) numbers in Neath Port Talbot** - Neath Port Talbot has been part of the working group on this project for the last 2 years. The European Funded Project named Cynnydd is being led and coordinated by Pembrokeshire County Council. In partnership with Neath Port Talbot College the local authority has received a budget to work with 661 pupils over a 3 year period (from March 1<sup>st</sup> 2016-Feb 28<sup>th</sup> 2019). The college have been allocated a further 300 pupils. Although starting in March 2016 formal start of the project will be September 2016. This was due to delays in receiving the acknowledgement that the project could go ahead, the Brexit vote and at a local level employing the right workers. From September 2016 there have been Cynnydd

workers, working on a part time basis, in all secondary schools and special schools in Neath Port Talbot, with the exception of Cymer Afan. This has happened due to the small numbers in the school and the work of a Communities First worker in the area (this may have caused problems with eligibility as this is also funded from European money).

These workers have now been trained and are currently in schools identifying the pupils most at risk of becoming NEET (Not in Employment, Education and Training). Once identified they will create a plan of support (both emotional and academic) to engage these pupils and make them aware of the opportunities that exist for them.

<b>Measure</b>	<b>2014-15 Actual (2013-14 Academic year)</b>	<b>2015-16 Actual (2014-15 Academic year)</b>	<b>2016-17 Actual (2015-16 Academic year)</b>
<b>Service Measure 1:</b> Prepare schools for e-assessment for the Welsh Baccalaureate (Priority 1)	Training only for Welsh Baccalaureate coordinators  11	Training only for Welsh Baccalaureate coordinators  11	Training for all Welsh Baccalaureate coordinators  All staff to be trained from October 2016 (approx 50-60)
<b>Service Measure 2:</b> Improve results in challenges through improved personal reflection results (Priority 2)	Not applicable	Not applicable	Data available February 2017
<b>Service Measure 3:</b> More learners on the Seren network thought improved knowledge of requirements (Priority 3)	Not applicable	Not applicable	18% (44 out of 240) of Seren students on the program for 2015/16 were from Neath Port Talbot. Aim to see 25% in 2016/17
<b>Service Measure 4:</b> Reduce the number of pupils Not in Education Employment or Training (NEET)	3.8	3.6	New Data from April 2017



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<b>Corporate measure (CM01):</b> <b>a)</b> Number of transactional services fully web enabled  <b>b)</b> Number of transactional services partially web enabled	0	0	n/a	n/a
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\*Whilst our service does not have any fully web enabled / partially web enabled services due to the nature of our service, we do contribute to the ERW website and this provides information to the public.

**Section 5:  
Financial Quadrant 2016-17:**

**SUMMARY of financial performance**

Since September 2016 the service has one full time member of staff. Prior to this in 2015/16 the role was undertaken as a secondment following the retirement of the previous post holder. The 14-19 service is funded from the Education Improvement Grant. The funding for 2016/17 is £354,492. This is a 6.31% decrease on funding for 2015/16. However, funding in 2015/16 was boosted by a grant from ERW of £6,600 towards the embedding of the Welsh Bacculaureate qualification. A breakdown of the spending of the service for 2015/16 and the allocated spending for 2016/17 can be seen in the table below:

Item	2015/16 (actual spend)	2016/17 (allocated spend)
Manager Salary	£37,975	£54,178
Collaborative Provision (courses provided by Neath Port Talbot College)	£138,791	£107,212
Welsh Bacculaureate implementation and training	£6,600	£8,102
Engagement Workers in schools	£195,000	£181,000
Careers/Transition/Apprenticeships	£0	£4,000

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Measure	2014-15 Actual (Full Year)	2015-16 Actual (Full Year)	2016-17 Qtr. 1 (projected to year end)
<b>Corporate Measure (CM02):</b> % revenue expenditure within budget  Revenue Budget £597,352	0% over/underspend  £412,329	0% over/underspend  £378,366	0% over/underspend  £354,492
<b>Corporate Measure (CM03):</b>  Amount of FFP savings  Amount of FFP savings at risk			£

**Section 6:  
Employee Quadrant 2016-17**

The 14-19 Manager has undertaken performance management (due to being on teacher's pay and conditions). All targets are in line with the ERW Business plan, which is aligned with the NPT Plan. There is a regular review of performance in line with corporate policy.

Sickness is well below the Directorate and council average

Measure	2015-16 Actual (Full Year)	2015-16 Qtr. 1 (cumulative)	2016-17 Qtr. 1 (cumulative)
<b>Corporate Measure (CM04): Average FTE (full time equivalent) working days lost due to sickness absence</b>			
<b>Service: 14-19</b>	0 days	0 days	0 days
<b>Total Service FTE days lost in the period</b>	0	0	0
<b>ELLL Directorate:</b>	9.0 days	2.2 days	2.3 days
<b>Council:</b>	9.7 Days	2.2 Days	2.4 Days

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	2015-16 Actual (Full Year)	2015-16 Qtr. 1 (cumulative)	2016-17 Qtr. 1 (cumulative)
<b>Corporate Measure (CM11):</b> Staff engagement Measure	New	New	Under Development
<b>Corporate Measure (CM05):</b> % of staff who have received a performance appraisal during 2016-17 (Target 100%)  Number of staff who have received a performance appraisal during 2016-17	100%  7	Data available December 2016	
<b>Corporate Measure (CM06):</b> Number of employees left due to unplanned departures	0	0	0

### Section 7: Customer Quadrant 2016-17

There have been no formal complaints about the work of the 14-19 Coordinator.

Note 1: There is an exceptionally high level (100%) of customer satisfaction from the evaluations held on training provision provided.

Measure	2015-16 Actual (Full Year)	2015-16 Qtr. 1 (cumulative)	2016-17 Qtr. 1 (cumulative)
<b>Corporate Measure (CM07):</b> Total number of complaints			
Internal	0	0	0
External (from the public)			
<b>Corporate Measure (CM08):</b> Total number of compliments			
Internal	0	0	0
External (members of the public)			
<b>Corporate Measure (CM09):</b> customer satisfaction measure/s		See note 1	