

Notice of Meeting and Agenda Education and Children Policy Board

Date	Time	Venue
Thursday, 10 March 2016	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

KENNETH GRAHAM
Head of Corporate Governance

Membership

Councillor Bill Brown: Councillor Lorraine Cameron: Councillor Roy Glen: Councillor Brian Lawson: Councillor Paul Mack: Councillor Mark Macmillan: Councillor Iain McMillan: Councillor James McQuade: Councillor Alexander Murrin: Councillor Will Mylet: Councillor Bill Perrie: Councillor Jim Sharkey: Councillor Maureen Sharkey: Councillor Tommy Williams: Reverend Graeme Clark: Mr Iain Keith: Mr Jack Nellaney

Councillor Jacqueline Henry (Convener): Councillor Stuart Clark (Depute Convener)

Further Information

This is a meeting which is open to members of the public.

A copy of the agenda and reports for this meeting will be available for inspection prior to the meeting at the Customer Service Centre, Renfrewshire House, Cotton Street, Paisley and online at www.renfrewshire.cmis.uk.com/renfrewshire/CouncilandBoards.aspx

For further information, please either email democratic-services@renfrewshire.gov.uk or telephone 0141 618 7112.

Members of the Press and Public

Members of the press and public wishing to attend the meeting should report to the customer service centre where they will be met and directed to the meeting.

Items of business

Apologies

Apologies from members.

Declarations of Interest

Members are asked to declare an interest in any item(s) on the agenda and to provide a brief explanation of the nature of the interest.

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| 1 | Revenue Budget Monitoring | 5 - 14 |
| | Joint report by Directors of Finance & Resources and Children's Services. | |
| 2 | Capital Budget Monitoring | 15 - 20 |
| | Report by Director of Finance & Resources. | |
| 3 | Children's Services Service Improvement Plan 2016/19 | 21 - 48 |
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9	Smoke Free Care Placements Policy for Renfrewshire Council's Looked After and Accommodated Children and Young People	87 - 118
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To: Education and Children Policy Board

On: 10 March 2016

Report by: Director of Finance and Resources and Director of Children's Services

Heading: Revenue Budget Monitoring to 8 January 2016

1. **Summary**

- 1.1 Gross expenditure is £52,000 (0.0%) under budget and income is £52,000 (0.3%) less than anticipated which results in a **net breakeven position** for the services reporting to this Policy Board. This is summarised over the relevant services in the table below:

Division / Department	Current Reported Position	% variance	Previously Reported Position	% variance
Education Services	Breakeven	-	Breakeven	-
Children & Families / Criminal Justice	Breakeven	-	Breakeven	-

2. **Recommendations**

- 2.1 Members are requested to note the budget position.
- 2.2 Members are requested to note that since the last report there have been net budget realignments of £81,673 primarily related to £130,000 drawdown from Invest in Renfrewshire funds in relation to Youth Employability partly offset by transfers to the corporate landlord and Business Support.
-

3. Education Services

Current position:	Breakeven
<i>Previously reported:</i>	<i>Breakeven</i>

3.1 **Central Admin:**

Current position:	Net overspend £78,000
<i>Previously reported:</i>	<i>Net overspend £62,000</i>

The overspend relates to additional staffing costs.

3.2 **Additional Support for Learning:**

Current position:	Net overspend £77,000
<i>Previously reported:</i>	<i>Net overspend £59,000</i>

The overspend relates to staffing costs.

3.3 **Pre Five:**

Current position:	Net underspend £214,000
<i>Previously reported:</i>	<i>Net underspend £169,000</i>

The underspend relates to staffing costs and payments to partner nurseries.

3.4 **Primary Schools:**

Current position:	Net overspend £352,000
<i>Previously reported:</i>	<i>Net overspend £266,000</i>

Overspends in teachers' salaries and maintenance works are partly offset by an underspend in transport.

3.5 **Secondary Schools:**

Current position:	Net underspend £368,000
<i>Previously reported:</i>	<i>Net underspend £267,000</i>

The underspend relates to transport costs and teachers' salaries.

3.6 Special Schools:

Current position:	Net overspend £83,000
<i>Previously reported:</i>	<i>Net overspend £49,000</i>

The overspend relates to teachers' salaries, including central cover.

3.6 Projected Year End Position

It is anticipated at this stage that Education Services will achieve a breakeven year-end position subject to any unforeseen demand pressures emerging over the rest of the year.

4. Children's Services

Current position:	Breakeven
<i>Previously reported:</i>	<i>Breakeven</i>

There are no significant variances to report.

4.1 Projected Year End Position

The Children's Services budget is, at this stage, reporting a year end projected breakeven position.

Implications of the Report

1. **Financial** – Net revenue expenditure will be contained within available resources.
2. **HR & Organisational Development** – none
3. **Community Planning** – none
4. **Legal** – none
5. **Property/Assets** – none
6. **Information Technology** - none.
7. **Equality & Human Rights** - The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential

for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.

- 8. **Health & Safety** – none
- 9. **Procurement** – none
- 10. **Risk** – none
- 11. **Privacy Impact** - none

List of Background Papers

None

Author: David Forbes, Extension 6424

RENFREWSHIRE COUNCIL
REVENUE BUDGET MONITORING STATEMENT 2015/2016
1st April 2015 to 08 January 2016

POLICY BOARD : EDUCATION AND CHILDREN

Description (1)	£000's	Revised Annual Budget (2)	Revised Period Budget (3)	Actual (4)	Adjustments (5)	Revised Actual (6) = (4 + 5)	Budget Variance (7)	
							£000's	%
Employee Costs	115,300	82,636	82,479	(201)	82,278	358	0.4%	underspend
Property Costs	9,685	7,535	7,597	0	7,597	(62)	-0.8%	overspend
Supplies & Services	2,201	2,363	2,560	22	2,582	(219)	-9.3%	overspend
Contractors and Others	19,846	12,326	12,633	0	12,633	(307)	-2.5%	overspend
Transport & Plant Costs	4,626	3,447	3,366	0	3,366	81	2.3%	underspend
Administration Costs	26,772	771	768	0	768	3	0.4%	underspend
Payments to Other Bodies	24,645	18,026	17,828	0	17,828	198	1.1%	underspend
CFCR	0	0	25	(25)	0	0	0.0%	breakeven
Capital Charges	16,614	0	0	0	0	0	0.0%	breakeven
GROSS EXPENDITURE	219,689	127,104	127,256	(204)	127,052	52	0.0%	underspend
Income	(18,739)	(16,185)	(16,210)	77	(16,133)	(52)	-0.3%	under-recovery
NET EXPENDITURE	200,950	110,919	111,046	(127)	110,919	0	0.0%	breakeven

£000's

0.0%

0.0%

Bottom Line Position to 08 January 2016 is an overspend of
Anticipated Year End Budget Position is breakeven of

RENFREWSHIRE COUNCIL
REVENUE BUDGET MONITORING STATEMENT 2015/2016
1st April 2015 to 08 January 2016

POLICY BOARD : EDUCATION AND CHILDREN

Description (1)	Revised Annual Budget (2)	Revised Period Budget (3)	Actual (4)	Adjustments (5)	Revised Actual (6) = (4 + 5)	Budget Variance (7)		
	£000's	£000's	£000's	£000's	£000's	£000's	%	
Education Services	164,919	102,909	103,036	(127)	102,909	0	0.0%	breakeven
Child & Family / Criminal Justice	36,031	8,010	8,010	0	8,010	0	0.0%	breakeven
NET EXPENDITURE	200,950	110,919	111,046	(127)	110,919	0	0.0%	breakeven

£000's

0
(0)

Bottom Line Position to 08 January 2016 is an overspend of
Anticipated Year End Budget Position is breakeven of

0.0%
0.0%

RENFREWSHIRE COUNCIL
REVENUE BUDGET MONITORING STATEMENT 2015/2016
1st April 2015 to 08 January 2016

POLICY BOARD : EDUCATION AND CHILDREN : EDUCATION SERVICES						
Description (1)	Revised Annual Budget (2)	Revised Period Budget (3)	Actual (4)	Adjustments (5)	Revised Actual (6) = (4 + 5)	Budget Variance (7)
£000's	£000's	£000's	£000's	£000's	£000's	%
Employee Costs	101,517	73,014	72,872	(201)	72,671	0.5%
Property Costs	8,647	7,008	7,073	0	7,073	-0.9%
Supplies & Services	1,859	2,025	2,229	22	2,251	-11.2%
Contractors and Others	3,205	1,783	2,078	0	2,078	-16.5%
Transport & Plant Costs	4,513	3,361	3,282	0	3,282	2.4%
Administration Costs	19,901	517	509	0	509	1.5%
Payments to Other Bodies	22,815	17,136	16,938	0	16,938	1.2%
CFCR	0	0	25	(25)	0	0.0%
Capital Charges	16,230	0	0	0	0	0.0%
GROSS EXPENDITURE	178,687	104,844	105,006	(204)	104,802	0.0%
Income	(13,768)	(1,935)	(1,970)	77	(1,893)	-2.2%
NET EXPENDITURE	164,919	102,909	103,036	(127)	102,909	0.0%
Bottom Line Position to 08 January 2016 is breakeven of					0	0.0%
Anticipated Year End Budget Position is breakeven of					(0)	0.0%

RENFREWSHIRE COUNCIL
REVENUE BUDGET MONITORING STATEMENT 2015/2016
1st April 2015 to 08 January 2016

POLICY BOARD : EDUCATION AND CHILDREN : EDUCATION SERVICES

Description (1)	£000's	Revised Annual Budget (2)	Revised Period Budget (3)	Actual (4)	Adjustments (5)	Revised Actual (6) = (4 + 5)	Budget Variance (7)		
		£000's	£000's	£000's	£000's	£000's	£000's	%	
Central Administration		(489)	1,318	1,396	0	1,396	(78)	-5.9%	overspend
Pre-Five Service		16,431	10,855	10,665	(24)	10,641	214	2.0%	underspend
Primary Schools		52,331	31,468	31,748	72	31,820	(352)	-1.1%	overspend
Secondary Schools		76,773	46,773	46,405	0	46,405	368	0.8%	underspend
Special Schools		7,082	4,531	4,614	0	4,614	(83)	-1.8%	overspend
Community Learning & Dev		1,403	861	840	21	861	0	0.0%	breakeven
Healthy Lifestyles		292	121	121	0	121	0	0.0%	breakeven
Add Support for Learning (ASL)		9,056	5,682	5,955	(196)	5,759	(77)	-1.4%	overspend
Facilities Management		356	68	68	0	68	0	0.0%	breakeven
Educational Development		971	755	747	0	747	8	1.1%	underspend
Psychological Services		713	477	477	0	477	0	0.0%	breakeven
NET EXPENDITURE		164,919	102,909	103,036	(127)	102,909	0	0.0%	breakeven

£000's

0.0%
0.0%

Bottom Line Position to 08 January 2016 is breakeven of
Anticipated Year End Budget Position is breakeven of

RENFREWSHIRE COUNCIL
REVENUE BUDGET MONITORING STATEMENT 2015/2016
1st April 2015 to 08 January 2016

POLICY BOARD : EDUCATION AND CHILDREN : SOCIAL WORK SERVICES

Description (1)	Revised Annual Budget (2)	Revised Period Budget (3)	Actual (4)	Adjustments (5)	Revised Actual (6) = (4 + 5)	Budget Variance (7)	
	£000's	£000's	£000's	£000's	£000's	£000's	%
Employee Costs	13,783	9,622	9,607	0	9,607	15	0.2%
Property Costs	1,038	527	524	0	524	3	0.6%
Supplies & Services	342	338	331	0	331	7	2.1%
Contractors and Others	16,641	10,543	10,555	0	10,555	(12)	-0.1%
Transport & Plant Costs	113	86	84	0	84	2	2.3%
Administration Costs	6,871	254	259	0	259	(5)	-2.0%
Payments to Other Bodies	1,830	890	890	0	890	0	0.0%
CFCR	0	0	0	0	0	0	0.0%
Capital Charges	384	0	0	0	0	0	0.0%
GROSS EXPENDITURE	41,002	22,260	22,250	0	22,250	10	0.0%
Income	(4,971)	(14,250)	(14,240)	0	(14,240)	(10)	-0.1%
NET EXPENDITURE	36,031	8,010	8,010	0	8,010	0	0.0%

£000's

Bottom Line Position to 08 January 2016 is breakeven of

0.0%

Anticipated Year End Budget Position is breakeven of

0.0%

RENFREWSHIRE COUNCIL
REVENUE BUDGET MONITORING STATEMENT 2015/2016
1st April 2015 to 08 January 2016

POLICY BOARD : EDUCATION AND CHILDREN : SOCIAL WORK SERVICES

Description (1)	£000's	Revised Annual Budget (2)	Revised Period Budget (3)	Actual (4)	Adjustments (5)	Revised Actual (6) = (4 + 5)	Budget Variance (7)	
		£000's	£000's	£000's	£000's	£000's	£000's	%
Children Family / Criminal Justice		36,031	8,010	8,010	0	8,010	0	0.0%
NET EXPENDITURE		36,031	8,010	8,010	0	8,010	0	0.0%
								breakeven
								breakeven

Bottom Line Position to 08 January 2016 is breakeven of
 Anticipated Year End Budget Position is breakeven of

£000's	0.0%
0	0.0%
0	0.0%

To: EDUCATION & CHILDREN POLICY BOARD

On: 10 MARCH 2016

Report by: Director of Finance and Resources

Heading: Capital Budget Monitoring Report

1. Summary

1.1 Capital expenditure to 8th January 2016 totals £8.591m compared to anticipated expenditure of £8.584m for this time of year. This results in an over-spend position of £0.007m for those services reporting to this board, and is summarised in the table below:

Division	Current Reported Position	% Variance	Previously Reported Position	% Variance
Education Services	£0.007m o/spend	0% o/spend	£0.004m o/spend	0% o/spend
Social Work Services(Child Care & Criminal Justice)	£0.000m u/spend	0% u/spend	£0.000m u/spend	0% u/spend
Total	£0.007m o/spend	0% o/spend	£0.004m o/spend	0% o/spend

1.2 The expenditure total of £7.891m represents 64% of the resources available to fund the projects being reported to this board. The vast majority of the remaining spend is related to the New Linwood School project and it is anticipated that there will be a full expenditure against the current budget. Appendix 1 provides further information on the budget monitoring position of the projects within the remit of this board.

2. **Recommendations**

- 2.1 It is recommended that Members note this report.

3. **Background**

- 3.1 This report has been prepared by the Director of Finance and Resources.
- 3.2 This capital budget monitoring report details the performance of the Capital Programme to 8th January 2016, and is based on the Capital Investment Programme which was approved by members on 12th February 2015, adjusted for movements since its approval.

4. **Budget Changes**

- 4.1 Since the last report there have been budget changes totalling £0.749m reflecting budget being re-profiled from 2015/16 to 2016/17:
- Schools Investment Programme (£0.501m) which reflects a combination of small underspends against a number of the projects.
 - Early Years Estate Programme (£0.248m) reflecting a change in expected timescales for the overall project.

Implications of the Report

1. **Financial** – The programme will be continually monitored, in conjunction with other programmes, to ensure that the available resources are fully utilised and that approved limits are achieved.
2. **HR & Organisational Development** – none.
3. **Community Planning** –
Greener - Capital investment will make property assets more energy efficient.
4. **Legal** – none.
5. **Property/Assets** – none.
6. **Information Technology** – none.
7. **Equality & Human Rights** – The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.
8. **Health & Safety** – none.
9. **Procurement** – none.
10. **Risk** – none.
11. **Privacy Impact** – none.

List of Background Papers

- (a). Capital Investment Programme 2015/16 & 2016/17 – Council, 12th February 2015.

The contact officers within the service are:

- Geoff Borland (Finance & Resources)
- Alison Fraser (Children's Services)
- Anne McMillan (Children's Services)

Author: *Geoff Borland, Principal Accountant, 0141 618 4786, geoffrey.borland@renfrewshire.gov.uk.*

Appendix 1

CAPITAL PROGRAMME 2015/16 - BUDGET MONITORING REPORT TO 8 JANUARY 2016 (£000s)

POLICY BOARD Department	Council Approved Programme	Current Programme	Share of Available Resources	Year to Date Budget to 8-Jan-16	Spent to 8-Jan-16	Variance to 8-Jan-16	% variance	Unspent Cash Flow For Year	% Cash Spent
Education & Children Education Services Social Work Services(Child Care & Crimi	23,847 0	13,329 34	13,329 34	8,584 0	8,591 0	-7 0	0% 0%	4,738 34	64% 0%
TOTAL	23,847	13,363	13,363	8,584	8,591	-7	0%	4,772	64%

To: Education and Children Policy Board

On: 23 February 2016

Report by: Director of Children's Services

Heading: Children's Services Service Improvement Plan 2016-2019

1. Summary

- 1.1 This Service Improvement Plan for Children's Services covers the period from 2016/17 – 2018/19. The plan outlines what the service intends to achieve over the next three years based on the financial and employee resources likely to be available. The plan is set out as follows:
- What we do and what we want to achieve;
 - What resources we have;
 - What difference do we make:
 - An action plan for improvement; and
 - How we will measure our progress.
- 1.2 The service has identified key actions that it will work to achieve over the next three years in order to deliver improved outcomes for local people and communities. These are linked to the priorities set out in the Council Plan and the aims of the Renfrewshire Community Plan.
- 1.3 The action plan is the core of the Service Improvement Plan. It sets out the priorities being addressed; the key tasks to be implemented; the implementation time-table and the measures of success. The service scorecard sets out a range of key indicators against which aspects of performance of the service will be measured.
- 1.4 A progress update on the Service Improvement Plan will be submitted to the Education and Children Policy Board in November 2016.

2. Recommendations

- 2.1 It is recommended that the Education and Children Policy Board:
- (a) approves the attached service improvement plan; and
 - (b) agrees that progress with this plan be reported to the Board in November 2016
-

3. Background

- 3.1 Children's Services within Renfrewshire provides education services, social work services for children and families, and criminal justice social work services. Much of what the service does is statutory, that is, there is a legal requirement for the Council to provide that service
- 3.2 During 2015/16, the level and scope of partnership working changed significantly as social care services for adults became integrated with health services locally. Social work services for adults will be managed on a day-to-day basis by the Renfrewshire Health and Social Care Partnership (RHSCP). Children's Services will continue to work closely with the HSCP and arrangements are in place to support this. In addition to fulfilling the role of Chief Social Work Officer for Renfrewshire Council will also carry out that role for the HSCP.
- 3.3 Children's Services has an approach which is strongly focused on prevention, early intervention and providing additional support for the most vulnerable. Whilst children's health services sit within the Health and Social Care Partnership (HSCP), a key priority of both organisations will be the continuation of effective integrated working. Strong working relationships between Criminal Justice Social Work and Addictions and Mental Health services will also need to be maintained. The service will also work to deliver a transition plan for Community Justice, which will support the Community Planning Partnership to take on a greater role in the planning and delivery of community justice services across Renfrewshire.
- 3.4 One of the purposes of the Service Improvement Plan is to enable elected members to take stock of what is happening in the service, and to consider and develop policy options which reflect changing circumstances both in terms of customer needs and resource availability in the context of the Council's priorities and the need to deliver best value.
- 3.5 The Service Improvement Plan is part of the process of cascading the Council's priorities throughout the organisation. It also provides the means to integrate the various other operational plans and action plans. Service improvement plans link council and community planning priorities to individual development plans, so that every employee knows how they help contribute to the Council achieving its objectives.

- 3.6 The action plan, set out in Section 6 of the attached Service Improvement Plan, details the specific action which will be implemented over the next three years to take forward these priority outcomes.
 - 3.7 The balanced scorecard, set out in Section 7 of the attached Service Improvement Plan, details the performance indicators which will be used to help measure progress towards achieving the desired outcomes for Children's Services.
-

4. What do we want to achieve

- 4.1 The service is working to contribute to the priorities set out in the refreshed Council Plan, which was approved by Council in December 2015. Children's Services also contributes to all outcomes in the Community Plan, particularly in relation to 'Children and Young People' and 'Safer and Stronger'.
-

5. Key priorities

- 5.1 This life of this plan covers a period of ongoing structural change for Children's Services in which the level and scope of partnership working will alter. The strategic planning arrangements for community justice will become the responsibility of the Community Planning Partnership. There will also be significant opportunities to build on the very good work that is being undertaken locally to improve outcomes for children, young people and families and to enhance existing partnership arrangements locally in terms of children's services through Renfrewshire Children's Services Partnership. Opportunities are likely to arise in areas such as addressing additional support needs or adopting a joined-up approach to training.
 - 5.2 A key priority for the service in 2016/17 will be preparing for the implementation of the Children and Young People (Scotland) Act 2014 and the duties it establishes for local authorities. There will also be a strong focus on work to close the attainment gap.
 - 5.3 During 2015, a multi-agency inspection of services for children in Renfrewshire was undertaken, and this resulted in a very positive inspection report. With our partners, the service will now work to deliver improvement actions identified in the self-evaluation exercise and those arising from the recommendations of the report. Our partnership working will also include taking the lead on the development of a new Integrated Children's Services Plan.
 - 5.4 A detailed list of the service's key priorities for the next three years is provided in the Service Improvement Plan which is included as Appendix 1 to this report.
-

6. Reporting progress

- 6.1 Progress on the implementation of the Service Improvement plan is regularly monitored by the Extended Senior Leadership Team every quarter, and will be reported to the Education and Children's Policy Board on a six monthly basis. A review of progress will be brought to the Board in November 2016.
-

Implications of the Report

1. Financial

The report highlights particular resourcing pressures on the service actions within this report, particularly those pressures related to demographic demands across all client groups and supporting our most vulnerable learners.

2. HR & Organisational Development – None

3. Community Plan/Council Plan Implications

Children and Young People

- Children, young people and families get the right support at a time when they need it through our partnership with other services. Vulnerable children and adults are protected and feel safe.

Children, young people and families benefit from services which are focused on getting it right at the earliest possible stage.

All learners, particularly those affected by poverty or who are looked after, benefit from high quality education provision which promotes and supports achievement at all stages.

We develop our services as part of our commitment to becoming a 'Better Council'

Community Care, Health and Well-being

- The Service Improvement Plan sets out how Children's Services will develop social care services and promote health and wellbeing across Renfrewshire.

Empowering our Communities	- Our schools and services take account of the views of people who use them, and the views of staff and communities they serve. Our staff are skilled, knowledgeable and committed to their own professional development to support efficient and effective service delivery.
Greener	- The Service Improvement Plan sets out how Children's Services will contribute to plans to make Renfrewshire Greener.
Jobs and the Economy	- All learners, particularly those affected by poverty or who are looked after, benefit from high quality education provision which promotes and supports achievement at all stages.
Safer and Stronger	- Our approach to public protection makes communities safer.

4. **Legal implications**

The plan contains a number of actions relating to new legislation. The Service Improvement Plan details the actions to be taken in relation to forthcoming and planned legislative change

5. **Property/Assets – None.**

6. **Information Technology**

Effective use of modern technology will be key to a number of service developments being taken forward, and the plan details how these will be supported by IT.

7. **Equality & Human Rights**

The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.

8. **Health & Safety – None**

9. **Procurement**

The service's approach to the procurement and commissioning of services is central to a number of key service developments being taken forward by the plan. Full detail is provided in the body of the report.

10. Risk

The successful implementation of a number of service improvements and initiatives will be key to the future development of the service given the significant financial and demographic challenges facing Children's Services. The Children's Services Risk Management Plan and associated Risk Register sets out in detail how risks associated with these developments will be managed.

11. Privacy Impact – None

List of Background Papers

(a) None

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Renfrewshire Council

Children's Services: Service Improvement Plan

2016/17 – 2018/19



Children's Services: Service Improvement Plan 2016-2019

Contents

1. Introduction
2. What we do
3. What we want to achieve
4. What resources we have
5. What difference do we make
6. What we will do between 2016/17 – 2018/19
7. How will we measure our progress

1. Introduction

- 1.1 This Service Improvement Plan for Children's Services covers the period from 2016/17 – 2018/19. The plan outlines what the service intends to achieve over the next three years based on the financial and employee resources likely to be available. The plan is set out as follows:
- **What we do**
 - **What do we want to achieve**
 - **What resources do we have**
 - **What difference do we make**
 - **What we plan to do**
 - **How we will measure out progress**
- 1.2 In June 2014, Council agreed the creation of Children's Services, which would incorporate education and the elements of social work which have responsibilities with children and with criminal justice social work. The new service was created to respond to the Public Bodies (Joint Working) (Scotland) Act 2014) which integrates adult social care with community health services and help our services to respond better to Council priorities for children and families in Renfrewshire and maintain a strong focus on community safety and offender management.
- 1.3 The Service Improvement Plan for 2015/16 was a transition plan which focused mainly on short-term actions to be taken during the year in which the new Children's Services Directorate formalised its structure and governance arrangements. This year's plan builds on this and will better reflect newly integrated arrangements which support the service to deliver on it's vision and on the priorities for the Council.
- 1.4 Children's Services vision is "Working together to get it right for children, families and communities – protecting, learning, achieving and nurturing."
- 1.5 The Service Improvement Plan takes account of key national reviews and policies which form part of the public sector reform agenda: the Children and Young People (Scotland) Act 2014; the Carer's (Scotland) Bill; Teaching Scotland's future (Donaldson review); the framework for the inspection of children's services; the work of early years collaborative and the continued implementation of curriculum for excellence.
- 1.6 A range of factors will impact Children's Services and the Council over the coming three years and this Service Improvement Plan sets out how the service intends to address the opportunities and challenges such as:
- improving outcomes for Children, Young People and their Families
 - implementing the Children & Young People (Scotland) Act 2014
 - building on success with early intervention and preventative work
 - preparing for new structures and arrangements in community justice
 - undertaking a wide-ranging survey of all children and young people in Renfrewshire, to build on the learning from the original 2011 survey

- embedding a strategic commissioning approach to the way in which we plan for the future.
 - preparing for the impact of the Education Bill, pending its passage through the Scottish Parliament
 - continuing to contribute to the Council's efficiency programme.
- 1.7 More detail on what the service plans to deliver over the lifetime of this plan is set out in Section 3.
- 1.8 Children's Services has a number of ways in which it consults and engages with partners, service users, carers, staff and other stakeholders. These include Community Planning Thematic Boards, the Children's Champions Board, Local Area Committees and Parent Councils. In November 2015, the service held a one-day conference for staff. Feedback was very positive and the event helped to develop a shared vision and culture for the new service, and to widen staff knowledge about the scope of the service.
- 1.9 The service will seek to build on this throughout 2016/17.

2. What we do

- 2.1 Children's Services within Renfrewshire provides education services, social work services for children and families, and criminal justice social work services. Much of what the service does is statutory, that is, there is a legal requirement for the Council to provide that service. Some of these services, such as education for everyone up to the age of 16, are universally provided whilst others, such as acting as the corporate parent for looked after children, are provided on the basis of need. In Renfrewshire, the Children's Services vision is:

**Working together to get it right for children, families and communities
– protecting, learning, achieving and nurturing.**

- 2.2 Partnership working – with other Council services, with the NHS, police, the third and independent sector, and communities and families across Renfrewshire – are crucial to the delivery of high-quality outcomes focused services.
- 2.3 During 2015/16, the level and scope of partnership working changed significantly as social care services for adults became integrated with health services locally. By 1 April 2016, all but one Scottish local authority will have formally delegated responsibility for overseeing these services to an Integration Joint Board. Services will be managed on a day-to-day basis by the Renfrewshire Health and Social Care Partnership (RHSCP). Children's Services will continue to work closely with the HSCP and arrangements are in place to support this. The Director of Children's Services will serve as the HSCP's Chief Social Work Officer, a role he already fulfils for the Council.
- 2.4 Throughout 2016/17, a transition plan for Community Justice will be implemented. The eight Community Justice Authorities in Scotland will cease to exist at the end of the year and Community Planning Partnerships will take on a greater role in the planning and delivery of community justice services.
- 2.5 The key activities of Children's Services are:
- the provision of formal education for around 28,000 children and young people in 3 special schools, 11 secondary schools, 49 primary schools, 22 nursery classes and 12 pre-5 centres (pre-5 provision currently offered through partnership agreements with 34 private and voluntary sector providers);
 - the discharge of our statutory protection duties in relation to child protection, with 134 new registrations in 2014/15;
 - discharging our public protection duties to address offending behaviour, with 487 new individuals with community orders supervised in 2014/15;
 - working with partners to improve life opportunities for vulnerable children across Renfrewshire;
 - acting as a corporate parent for looked after children, who numbered 698 at the end of December 2015;

- improving community safety;
- support services to all service users, through quality assurance, children's support services, the Educational Psychology service, the Homelink service and services which deal with finance and resources;
- services which support young people in education through learning activities;
- the adult learning and literacy service which supports adults and vulnerable families to engage in community learning opportunities;
- continued provision of a range of learning and training opportunities for secondary aged pupils; and
- supporting our most vulnerable children and families through our early years strategy and by getting it right for every child.

2.6 The table below gives an indication of the size and type of services being delivered every day for the children and young people of Renfrewshire.

Services delivered (as at 31 December 2015):

- **698 looked after children, including 289 accommodated children**
- **84 children on the Child Protection Register**
- **13 children adopted in the first nine months of 2015/16**
- **3528 children in pre-school education**
- **23.323 pupils in primary, secondary or special education**
- **3343 pupils with additional support needs**

3. What do we want to achieve

- 3.1 Children's Services is working to contribute to the Council Plan, which sets out the 10 priorities the Council wants to deliver for the people of Renfrewshire. These are:

A Better Future: Place	Priority 1: Driving Physical and Economic Regeneration
	Priority 2: Building on our Culture and Heritage
	Priority 3: Protecting the Public
	Priority 4: Creating a Sustainable Renfrewshire
A Better Future: People	Priority 5: Reducing the Level and Impact of Poverty
	Priority 6: Raising Attainment and Closing the Attainment Gap
	Priority 7: Supporting and Sustaining People into Employment
	Priority 8: Improving Care, Health and Wellbeing
A Better Council	Priority 9: Supporting our Employees
	Priority 10: Continuing to be a Well-Run Council

- 3.2 Children's Services also contributes to all outcomes in the Community Plan, particularly in relation to 'Children and Young People' (in which the service has the lead role) and 'Safer and Stronger'.
- 3.3 The service is committed to delivering positive change through its contribution to the goals of the Council Plan and through the service priorities which this plan sets out. The key areas of focus for Children's Services in 2016/17 are set out below.

Key Areas for 2016/17	What we will do	Why will we do it and what difference will it make?
Children and Young People (Scotland) Act 2014	We will put training and policies in place to make sure that all parts of the new legislation are delivered in Renfrewshire. As part of this, we will make sure that the wider community understands the changes.	Working with partners, children and young people and their families get the support that they need, when they need it. Our looked after young people are supported to be all they can be and supported into adulthood.
Improving outcomes for children and young people	We will implement the improvement plan which stems from the recommendation of the multi-agency inspection in 2015. We will work with partners to prepare a new	We build on the strong partnership working that already exists, and work together to deliver improvements to our services which will help make the lives of children and young people in Renfrewshire better.

	<p>Integrated Children's Services Plan.</p> <p>We will roll out our successful approach to permanency planning for looked after children.</p>	<p>We will provide a loving, safe and stable home for the children in our care.</p>
Closing the attainment gap	<p>We will implement our actions from the Tackling Poverty Strategy to ensure that income is not a barrier to attainment.</p> <p>We will look at the way in which support is provided for children with Additional Support Needs and with Social, Emotional and Behavioural Needs.</p> <p>We will implement new standardised assessments focused on literacy and numeracy.</p>	<p>Children from all parts of Renfrewshire, whatever their background, should have the same opportunities.</p>
Employability	<p>We will have an increased focus in schools on employability support, and we will work with partners to support looked after children and care leavers into employment and training.</p>	<p>Children from all parts of Renfrewshire, whatever their background, should have the same opportunities.</p>
Working smarter	<p>We will carry out a survey of all children and young people in Renfrewshire, building on the work of the 2011 survey and supporting us to develop services and interventions which best meet the needs of our population.</p> <p>We will make better use of the data we have, and we will implement a strategic commissioning approach to planning and evaluating services.</p> <p>We will redesign services</p>	<p>Services have a more detailed understanding of the population they serve, so they can plan better for that population. Services and approaches are evaluated not only in terms of the outcomes they deliver but in terms of whether they are the right services for the population.</p> <p>Staff feel supported by the organisation and that there are learning and development opportunities for them.</p>

	where appropriate and support staff to undertake learning and development opportunities which promote leadership and improved practice.	
Public protection	<p>We will continue to work with our partners through the Renfrewshire Child Protection Committee to improve multi-agency working, training and practice.</p> <p>We will implement the transition plan which will see Community Planning Partnerships have greater responsibility for community justice.</p>	<p>Children are able to live as safely as possible in our communities. Agencies share knowledge and work together to protect children.</p> <p>Communities are safer, stronger and more resilient. Partner agencies build on strong, positive working relationships. There is a link between the communities where crime is committed, and the sentence being carried out.</p>

4. What resources do we have

- 4.1 Due to changes in the timing of the Scottish Government's announcement of 2016/17 budgets, no information on the Children's Services budget for the year ahead can be provided at time of writing. The mid-year progress report, which will be presented to Board in November 2016, will provide a budget breakdown.
- 4.2 In common with other public sector bodies, Renfrewshire Council is operating in an environment of financial constraint. One of the challenges for Children's Services, and the Council, is to continue to develop strategies and approaches which support the ongoing delivery of high quality outcome-focused services to the people of Renfrewshire within the available resources.
- 4.3 As two separate directorates – Social Work and Education & Leisure – service redesign and effective procurement practices have already delivered a substantial contribution to the Councils' ongoing efficiency programme. This will continue within the new structure of Children's Services and there is already a commitment to generate savings through service redesign with the aim of reducing reliance on out-of-area placements for looked after children.
- 4.4 The service must also plan for the impact of legislative and policy development and demographic change which may require additional resourcing, including:
- The implementation of the Children & Young People (Scotland) Act 2014, in particular the Named Person component
 - The implementation of the Carers (Scotland) Bill, which creates additional duties for councils in relation to support for carers, including young carers
 - The ongoing development of the school estate
 - High numbers of young children requiring to be looked after by the local authority, and often over long periods
 - The duty on local authorities to provide ongoing support to young people leaving care until they reach the age of 25.
 - Tackling inequalities and the additional challenges arising from those inequalities, such as substance misuse, poorer health and differences in attainment and opportunity
 - Growing numbers of kinship carers (where a child lives with a family member or friend rather than a parent) and the additional emotional, social and financial support they need.

5. What difference do we make?

5.1 In the Service Improvement Plan published in May 2015, the service set out key outcomes it hoped to achieve for the communities of Renfrewshire. A detailed list of what the service has achieved will be presented in the outturn report on the 2015/16 plan; key achievements in the first three quarters of 2015/16 include:

- We rolled out the Promoting Positive Thinking Strategies (PATHS) programme in a further three schools in August 2015. This approach focuses on improving the social and emotional skills of children.
- We trained 300 staff on the Getting It Right For Every Child practice model in October 2015. This ensures staff are equipped to deal with the new Children & Young People Act and the changes it will bring.
- With partners, we developed a transition plan to support new arrangements for community justice services. This supports our community justice services to become more embedded in community planning.
- We have agreed to roll out Families First in another three areas – Foxbar, Gallowhill and Johnstone. This early years work has already been evaluated and has been shown to have a positive impact on families.
- We continued to develop new approaches to permanency planning for looked after children, which has increased the number of children with permanence plans and the number of children adopted. This ensures more children get the best possible start in life.
- With partners, we achieved a very strong performance in the 2015 multi-agency inspection of integrated children's services. This positive report confirms the continuous improvements and strong partnership working across the range of services supporting children and young people.
- Introduced the Cost of the School Day fund, which head teachers have discretion to use to reduce the impact of low income on educational attainment. A key strand of the Tackling Poverty Strategy, this fund aims to deliver greater equality of opportunity for our young people.

Appendix 1: Children's Services: Service Improvement Plan 2016/17 Action Plan

Council Plan Priority 3: Protecting the Public			
Action	Responsible Officer	Timescale	
Ensure all relevant employees have the training, awareness and skills to keep those people at risk of harm as safe as possible.	Director of Children's Services	March 2017	
Develop structures and approaches to support the transition of community justice services to a Community Planning Partnership model.	Criminal Justice Service Manager	March 2017	
Implement the Penal Policy Improvement Project in Renfrewshire.	Criminal Justice Service Manager	March 2017	
Implement, with partners, the improvement plan arising from the multi-agency inspection of integrated children's services in Renfrewshire.	Heads of Service	March 2017	
Implement the Up2U intervention on gender-based violence with criminal justice service users in Renfrewshire.	Criminal Justice Service Manager	March 2017	
Council Plan Priority 5: Reducing the Level and Impact of Poverty			
Action	Responsible Officer	Timescale	
Expand the Families First approach to Gallowhill, Foxbar and Johnstone to ensure children have the best start in life.	Head of Early Years and Inclusion	June 2016	
Implement the Children's Services actions from the Tackling Poverty Strategy.	Heads of Service	March 2017	
Extend provision of the Promoting Positive Thinking Strategies (PATHS) programme to a further 10 schools. (next 18 months).	Head of Early Years and Inclusion	March 2017	
Council Plan Priority 6: Raising Attainment and Closing the Attainment Gap			
Action	Responsible Officer	Timescale	
Close the educational attainment gap between children from low-income families and their better-off peers.	Head of Schools	March 2017	
Implement the use of standardised assessments at key stages to support teacher professional judgement and establish a baseline in the attainment of literacy and numeracy.	Education Manager (Planning and Performance)	June 2016	
Review allocation of ASN support to schools through a staged	Education Manager	March 2017	

intervention process.	(GIRFEC)	
Review our social, emotional behavioural needs (SEBN) provision for secondary sector learners to reflect current curriculum structure including access to senior phase provision up to S6.	Education Manager (GIRFEC)	March 2017
Implement the National Improvement Framework in our schools.	Education Manager (Planning and Performance)	August 2016
Make better use of the data we hold to support the learning and teaching of young people.	Education Manager (Planning and Performance)	March 2017
Improve the sharing of information on children's progress through increased parental engagement	Education Manager (Curriculum and Early Years)	March 2017
Improve outcomes for young people in Renfrewshire through youth work, youth information, empowerment activities and outdoor learning.	Education Manager (policy & strategy)	March 2017
Council Plan Priority 7: Supporting and Sustaining People into Employment		
Action	Responsible Officer	Timescale
Increase the focus on employability support at school to improve the number of young people going onto positive destinations.	Head of Development	March 2017
Work with partners to provide employment and training opportunities for looked after children and care leavers.	Head of Early Years and Inclusion	March 2017
Improve outcomes for families through community based adult learning opportunities focused on literacies, ESOL and Work.	Education Manager (policy & strategy)	March 2017
Council Plan Priority 8: Improving Care, Health and Wellbeing		
Action	Responsible Officer	Timescale
Roll out new approaches to permanency planning for looked after children to ensure children have the opportunity to reach their full potential from a safe and secure base.	Children's Services Manager	March 2017
Contribute to the development of a new Carers Strategy for Renfrewshire.	Senior Officer (GIRFEC)	March 2017
Ensure compliance with the provisions of the Children & Young People (Scotland) Act 2014, in particular Named Person, Child's Plan and Information Sharing.	Director of Children's Services	March 2017

Develop a 'Nurturing Relationships' strategy for establishments across all sectors in line with the 'Nurturing Relationships Development Plan' in order to promote attainment, wellbeing and resilience.	Education Manager (GIRFEC)	March 2017
Develop and implement a 'Community that Cares' approach based on the Good Care Concept for looked after children and young people in Renfrewshire.	Children's Services Manager	March 2017
Implement the revised anti-bullying policy in our schools.	Education Manager (Planning and Performance)	March 2017
Prepare, with partners, a new Integrated Children's Services Plan for Renfrewshire.	Head of Early Years and Inclusion	March 2017
Council Plan Priority 9: Supporting our Employees		
Action	Responsible Officer	Timescale
Deliver the Literacy Development Programme in partnership with University of Strathclyde to provide high quality professional learning opportunities for teachers.	Education Manager (Curriculum and Early Years)	March 2017
Continue to develop the Leadership Strategy as part of the implementation of Teaching Scotland's Future.	Education Manager (Curriculum and Early Years)	March 2017
Implement and embed a new design and approach for children's social work services.	Children's Services Manager	March 2017
Develop and deliver multi-agency training in relation to the implementation of the Children & Young People Act.	Training and Development Manager	March 2017
Council Plan Priority 10: Continuing to be a Well Run Council		
Action	Responsible Officer	Timescale
Continue to develop and improve the school estate.	Education Manager (Resources)	March 2019
Deliver and report on the second epidemiology study of children in Renfrewshire.	Head of Early Years and Inclusion	September 2017



Children's Services Service Improvement Plan Scorecard 2016-2019




PI Status		Long Term Trends		Short Term Trends	
	Alert		Improving		Improving
	Warning		No Change		No Change
	OK		Getting Worse		Getting Worse
	Unknown				
	Data Only				

Council Plan Priority 3: Protecting the Public





PI code & name	Collection	Current Value	Current Target	Status	2016/17		2017/18		2018/19	
					Target		Target		Target	
CHS/CJ/CPO/01 The percentage of clients subject to a new supervision order seen by a supervising officer within 1 week	Quarters	98%	92%		92%		92%		92%	
CHS/CJ/REP/01 Percentage of Criminal Justice Social Work Reports submitted by due date (National Average 08/09 - 98.3%)	Quarters	99%	98%		98%		98%		98%	
CHS/CJ/CPO/02 Percentage of new unpaid work orders/requirement completed by required date	Quarters	New indicator for 2016/17	72%	New	72%		72%		72%	
CHS/CJ/CPO/03 Percentage of new unpaid work clients scheduled to be seen within 1 day of the order	Quarters	New indicator for 2016/17	92%	New	92%		92%		92%	
CHS/CJ/CPO/04 Percentage of new unpaid work clients seen within 1 working day of the order	Quarters	New indicator for 2016/17	65%	New	65%		65%		65%	

CHS/CJ/CPO/05 Percentage of new unpaid work clients receiving an induction within 5 working days of the order	Quarters	New indicator for 2016/17	77%	New	77%	77%	77%
CHS/CJ/CPO/06 Percentage of new unpaid work clients beginning work placement within 7 working days of the order	Quarters	New indicator for 2016/17	61%	New	61%	61%	61%
CHS/CPR/01 Percentage of children registered in this period who have previously been on the Child Protection Register	Quarters	26%	n/a				
CHS/SCH/01 Number of bullying incidents in our establishments	Quarters	22	21		20	19	19



Council Plan Priority 5: Reducing the Level and Impact of Poverty

PI code & name	Collection	Current Value	Current Target	Status	2016/17		2017/18		2018/19	
					Target		Target		Target	
CHS/CLD/01 Number of adults participating in literacy and numeracy classes	Annual	282	210		315		315		315	

Council Plan Priority 6: Raising Attainment and Closing the Attainment Gap






PI code & name	Collection	Current Value	Current Target	Status	2016/17		2017/18		2018/19	
					Target		Target		Target	
CHS/ATT/01 % of Leavers attaining literacy and numeracy SCQF Level 4	Years	85.8%	86%		87%		88%		88%	
CHS/ATT/02 Attainment of Children at Higher Grade Level by all Children, by the end of S6	Years	30.3%	26%		29%		29%		29%	
CHS/ATT/03 The average tariff score of the lowest 20% of attainers in SIMD datazones 1, 2 & 3	Years	329	350		365		380		380	
CHS/ATT/04 No. of opportunities for young people to achieve through accredited awards	Quarters	535	698		1,030		1,130		1,300	

Council Plan Priority 7: Supporting and Sustaining People into Employment









PI code & name	Collection	Current Value	Current Target	Status	2016/17	2017/18	2018/19
					Target	Target	Target
CHS/LAC/CL/01 Percentage of care leavers under 19 participating in employment training or education	Half Year	26%	42%		45%	45%	45%
CHS/PD/01 % of School leavers in a positive destination	Years	92%	92%		94%	95%	95%

Council Plan Priority 8: Improving Care, Health and Wellbeing

PI code & name	Collection	Current Value	Current Target	Status	2016/17	2017/18	2018/19
					Target	Target	Target
CHS/LAC/01 The percentage of children made subject to a supervision order that were seen by a supervising officer within 15 days	Quarters	82%	100%		100%	100%	100%
CHS/LGBF/01 Percentage of Looked After Children cared for in the community	Years	N/A	N/A		N/A	N/A	N/A
CHS/LAC/CL/02 Percentage of care leavers living in sustainable accommodation who have been in sustainable accommodation for 6 months or longer	Half Year	62%	65%		65%	65%	65%
CHS/LAC/02 Percentage of accommodated Looked After Children placed with families	Quarters	82%	83%		83%	83%	83%
CHS/YOU/01 Numbers of pupils engaged through the music service	Years	1,166	1,150		1,150	1,150	1,150
CHS/YOU/02 Number of young people taking part in school based projects and programmes run by Youth Services	Quarter	1006	750		1,000	1,000	1,000
CHS/YOU/03 Number of young people taking part in youth voice projects and programmes run by Youth Services	Quarter	162	160		180	180	180
CHS/LAC/03 Number of in-house foster placements over period, as a percentage of total fostering placements.	Quarters	71%	N/A		N/A	N/A	N/A
CHS/LAC/04 Percentage of Looked After Children at home rather than away from home	Quarters	59%	65%		65%	65%	65%

CHS/LAC/05 The number of in house foster placements for Looked After Children (children placed)	Quarters	129	150		140	140	140
CHS/SCH/02 Number of days lost per 1,000 Primary School pupils through exclusion	Quarters	1.6	2		8	8	8
CHS/SCH/03 Number of days lost per 1,000 Secondary School pupils through exclusion	Quarters	23.5	22		85	84	84
CHS/EBP/01 Number of children engaged in evidence based programmes.	Years	1500	N/A		N/A	N/A	N/A
CHS/EBP/02 Number of parents engaged in evidence based programmes.	Years	400	N/A		N/A	N/A	N/A

Council Plan Priority 10: Continuing to be a Well Run Council

PI code & name	Collection	Current Value	Current Target	Status	2016/17	2017/18	2018/19
CHS/LGBF/02 Gross cost of "Children Looked After" in residential based services per child per week	Years	-	-		N/A	N/A	N/A
CHS/LGBF/03 Gross cost of "Children Looked After" in community placements per child per week	Years	-	-		N/A	N/A	N/A
CHS/LGBF/04 Cost per pupil for primary schools.	Years	-	N/a		N/A	N/A	N/A
CHS/LGBF/05 Cost per pupil for secondary schools.	Years	-	N/a		N/A	N/A	N/A
CHS/SCH/04 parents satisfied with establishments Education Scotland Survey	Years	-	100%		100%	100%	100%
CHS/SCH/035% pupils satisfied with establishments Education Scotland Survey	Years	-	100%		100%	100%	100%
CHS/CLD/02 % Adult education learners satisfied	Years	-	100%		100%	100%	100%
CHS/SCH/06 % of Adults satisfied with local schools	Years	-	100%		100%	100%	100%

*LGBF data for 2015/16 not yet available.

To: Education and Children Policy Board

On: 10 March 2016

Report by: Director of Children's Services

Heading: Distribution of Funding to Support Services for Children and Families – Funding Allocation for 2016/17

1. Summary

- 1.1. Renfrewshire Council is committed to supporting the independent sector's contribution to early years provision in Renfrewshire through the allocation of funding to support a range of private and voluntary sector organisations which deliver services for families with young children.
 - 1.2. The resource allocation available within the service's mainline budget is £860,130 for the support of payments to other bodies, out of school care groups in the private and voluntary sector and for pre five voluntary playgroups and toddlers.
 - 1.3. This report advises of the proposed spend of £860,130 as detailed in the attached appendices to all organisations to assist the delivery of services for children and families.
-

2. Recommendations

- 2.1. The education and children policy board is asked to:
 - i. approve the resource allocation to support the delivery of services for children and young people as outlined in appendix 1 to this report; and
 - ii. agree the proposals for the allocation of grant funding for out of school care and pre five voluntary sector as detailed in appendix 2 and 3 attached to this report; and
 - iii. agree that the current points value of £200 for awarding grant assistance to out of school care should be retained.

3. Background

- 3.1. Renfrewshire Council has been committed to developing and supporting services for families for many years. A number of private and voluntary sector organisations deliver a range of these services within Renfrewshire.
- 3.2. Working in partnership with providers from the private and voluntary sector, including out of school care and playgroups has enabled the council to continue to support families with young children.
- 3.3. On 11 November, 2015 the finance and resources policy board approved changes to the grants process from the 1 April 2016. Those conditions of grant will apply to all grants awarded by the Council after 1 April subject to satisfactory completion of all necessary pre award checks.
- 3.4. Included in the changes to the grant process is the revised grant threshold, which will be applied to all organisations, detailed within the attached appendices, along with revised conditions of grant to reflect a more proportionate response to risk. The revised thresholds approved are:-
 - Low value grants: £0 up to £1,000;
 - Medium value grants: £1,000 and over, up to £10,000; and
 - High value grants: £10,000 and over.
- 3.5. Previously funding from this budget was directed to services within children's services for intensive support to families with children under 3 years - Formerly Family Matters. This provision is now subsumed within the main Social Work budget.

4. Proposals for the Allocation of Funding 2016/17

- 4.1. The council continues to support voluntary sector organisations through the distribution of funding for the delivery of services for families with young children.
- 4.2. Appendix 1 provides an overview of the proposed allocations for both payments to other bodies and for grants to out of school care and voluntary sector playgroups for 2016/17.
- 4.3. Funding to support out of school care services, (£77,800), including the West of Scotland Playscheme Advisory Forum (£2,000) and pre five voluntary playgroups/toddlers (£10,000) is allocated through the grant application process.

- 4.4. Appendix 2 attached to this report outlines the overall proposed funding allocations to each out-of-school care groups for financial year 2016/17 on the basis of the criteria and related points applied to each group. All applications being presented for approval are subject to satisfactory financial checks and officer assessment. Applying the criteria for disbursing funding to the recommended out-of-school care groups will result in an allocation of £68,466 for 2016/17, leaving a residual balance of £9,334 available for further out of school care applications.
- 4.5. For the avoidance of doubt, payments will only be made to those recommended organisations when all satisfactory checks and assessments have been completed.
- 4.6. Appendix 3 to this report outlines the overall grant allocation of £8,300 to the pre-5 voluntary sector playgroups and toddler groups from the total allocation of £10,000. The sum of £1,700 remains to be disbursed and will be used to allocate funds to late applications and any new groups.
- 4.7. The criteria agreed for the disbursement of the resources for out of school care services continues to ensure an equal and fair allocation of the resources. Each point awarded translates into a sum of money, with the funding allocated to each group has been agreed on an annual basis by policy board. *The current point value is £200 per point and it is recommended this be continued for the 2016/17.*
- 4.8. The criteria includes an allocation of points for the expansion of new childcare places for every 8 new places created. These additional points will only be awarded when new places are created and will not be awarded to providers for a change of ownership, change of name of the organisation or other similar circumstance.
- 4.9. The existing criteria for disbursing pre-five voluntary sector funding are as follows:
- Each group must:
- be a voluntary organisation promoting and/or providing pre-five services;
 - provide a flexible service which takes account of the needs of children, parents and local communities; and
 - ensure that service provision is delivered within an equal opportunities context.
- 4.10. Further applications for grants which are under £1,500 will be approved by the director of children's services using delegated authority on the basis of the council's existing scheme of delegation functions. Any award greater than £1,500 will be presented to future education and children policy boards for approval.

Implications of this report

1. Financial Implications

Cost relating to the proposals in this report will be met from existing funding resources

2. HR and Organisational Development Implications

None

3. Community Plan/Council Plan Implications

Children and Young People	- Ensuring the best start in life for children and young people.
Community Care, Health and Well-being	- Earlier intervention will lead to healthier outcomes for young children.
Empowering our Communities	- Children, young people and families will benefit from local services in the community.
Jobs and Economy	- Flexible childcare placements will support parents back into and sustain employment, training or education.
Safer and Stronger	- The quality of community life is enhanced by supporting parents, children and young people.

4. Legal Implications

Payments to other bodies - grant support agreements will be in line with the council's conditions of grant.

The council's conditions of grant will apply to approved out of school care and voluntary sector groups as detailed in appendix 1, 2 and 3 of the report.

For day care services payment is made upon receipt of valid invoices for services rendered.

A contract has been awarded to Capability Scotland as noted in Appendix 1 of this report.

5. Property/Assets Implications

None

6. Information Technology

None

7. Equality and Human Rights Implications

The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because there is no decrease to the level of funding being proposed therefore no diminution of service. Services comply with the Equality Act 2010.

8. Health and Safety

None

9. Procurement Implications

As detailed in Appendix 1 of the report, the period of contract with Capability Scotland ends on 31 Dec 2016 with an option to extend for up to a further 2 years, until 31 December 2018.

Subject to the council's standing orders relative to contracts and the contract terms, children's services shall look to exercise the extension option.

10 Risk Implications

- All grant awards issued by the council are subject to the council's revised approved conditions of grant as detailed in Section 4 of this report and to compliance with appropriate risk management procedures.
- Applicants receiving payment through an invoice system deliver the service in advance of payment.

11. Privacy Impact

Personal information will only be held as required in order to deliver the service. This will be done in accordance with all data protection legislation.

List of Background Papers

- (a) Distribution of funding to support services for children and families – funding allocation for 2015/16 education policy board, 5 March 2015.
- (b) Distribution of funding to support services for children and families, out-of-school care support 2015/16, education policy board, 5 March 2015;
- (c) Distribution of funding to support services for children and families - pre-five voluntary sector grants 2015/16, education policy board, 5 March 2015;
- (d) Revision of grant conditions for voluntary organisations, finance and resources policy board 11 November 2015

The foregoing background papers will be retained within children's services for inspection by the public for the prescribed period of four years from the date of the meeting.

The contact officer within the service is:

Sharon Hughes,
Early Years and Childcare Development Officer
Tel No: 0141 618 7070
Email sharon.hughes@renfrewshire.gsx.gov.uk

Children's Services
SH/KMcD
22 February 2016

Author: Sharon Hughes, Early Years and Childcare Development Officer Tel No: 0141 618 7070

Distribution of Funding to Support Services for Children and Families 2016/17

Service	Outcome	Funding Approved 2015/16	Funding Proposed 2016/17	Comments
Payments to other bodies				
Home-Start Renfrewshire	Outreach service for families with children under 5 years	£45,200	£45,200	Grant payment will be phased over 4 quarters
Childcare First Ltd	Support to Hillview and Rainbow nurseries to support childcare for those living in areas of greatest deprivation.	£292,997	£302,997	Previously a further £10,000 was provided to Child Care First from the out of school care grants budget. This will now be streamlined into one grant award. Grant payment will be phased over 4 quarters.
Linwood Community Childcare	Provision of places for children aged 0-3 years in Linwood Community Childcare.	£130,000	£130,000	This organisation has applied for £153,808.45 however due to the funding available the allocation proposed is £130,000 Grant payment will be phased over 4 quarters
Cherrie Day Care Nursery & Out of School Care	Support to residents from designated data zones in the Moorpark and Renfrew area.	£14,000	£14,000	Grant payment will be phased over 4 quarters
Capability Scotland	Procured service for holiday playschemes for children with disabilities	£130,000	£130,000	Contract Award approved by the Procurement Sub Committee on Nov 13 for a period of 3 years until Dec 16 with the provision for an optional 2 years. Payment is issued after each holiday service subject to satisfactory compliance.
Day Care Service	Contract for the support the provision of day care placements for families with very young children.	£115,000	£134,133	The proposed increased budget reflects the actual spend on day-care to support families. Any payment shall be made through an invoice system for day carers and usual funding arrangement to providers delivering early learning and childcare.
Renfrewshire Early Years Forum for Voluntary Sector	Voluntary sector forum supporting playgroups/voluntary projects	£14,000	£14,000	Grant payment will be phased over 4 quarters
	Sub Total	£741,197	£770,330	

Voluntary Sector Grants and Grants for Out of School Care				
Pre-5 Voluntary Sector Grants	Support to individual pre-5 voluntary sector providers.	£10,000	£10,000	Payment will be issued following grant application.
West of Scotland Playscheme Advisory Forum	The West of Scotland Playscheme Advisory Forum (WOSPAF) supports out of school care groups across Renfrewshire by providing insurance cover, travel passes, annual handbooks, training and conferences.	£2,000	£2,000	Payment will be issued following grant application
Out of School Care Services	Support to out of school care services in the independent sector.	£87,800	£77,800	Payment will be issued following grant application. £10,000 has been included within Childcare First
	Sub Total	£99,800	£89,800	
	Total	£840,997	£860,130	

Appendix 2

OUT-OF-SCHOOL CARE SUPPORT 2016/17									
Criteria									
Private	Renfrewshire	Subsidised	Equipment	Expansion of	Expansion of	Holiday cover	Use Schools or	Points	
0 Points	Council	Places	1 point	childcare places	childcare places	1 point	Community halls	Accrued	Award
Voluntary	Targeted	1 Point	per 8 existing	2 points per 8 places	5 points	Per	Term Time Only		
1 point	Data Zones Area	per 8 places	places	for existing	per 8 places	8 Places	- 1 Point		£
	5 points			providers	For New		Year Round		
					Provider		-2 Points		
3 Bears Ltd (Linwood)	0	0	1.25	0	0	1.5	0	2.75	£550
3 Bears Ltd (Renfrew)	0	0	1.5	0	0	1.5	0	3	£600
Bredland Out of School Club Ltd	0	?	5	0	0	5	0	15	£3,000
Cairrellot Nursery Ltd	0	0	9.75	4.5	0	8.13	0	22.38	£4,476
Carl's Kindergarten Ltd t/a CK's Childcare (Erskine)	0	1.88	3	0	0	3	-2	5.88	£1,176
Carl's Kindergarten Ltd t/a CK Childcare Langbank	0	0.75	3	0	0	3	-2	4.75	£950
Chatterbox Childcare Ltd	0	2.25	3.75	0	0	0	-1	5	£1,000
Cherrie Children's Day Care	1	0	5	0	0	5	0	16	£3,200
Childsplay Out of School Care Ltd	0	1.5	4.38	1.26	0	4.38	-2	9.52	£1,904
Lorraine McGrath t/a Glencoats Lodge Nursery	0	0.38	4	0	0	4	-2	11.38	£2,276
Insafehands Childcare Ltd.	0	0	3	0	0	3	0	6	£1,200
Johnstone Out of School Service	1	0	5	0	0	5	-2	9	£1,800
Kilbarchan Community Nursery (SCIO)	1	0	2	0	0	0	-1	2	£400
Klas Care CIC	0	1.75	3	0	0	3	-2	5.75	£1,150
Linwood Community -Childcare	1	0	4.88	0	0	4.88	-2	13.76	£2,752
Momags Kidsclub Ltd (Arkleston)	0	1.38	3.75	0	0	0	-1	4.13	£826
Momags Kidsclub Ltd (Kirklandneuk)	0	1.63	6.25	5	0	6.25	-2	22.13	£4,426
Angela Bradbury (t/a Oscars)	0	0.38	4.38	0	0	4.38	-2	12.14	£2,428
Primary Out of School Care	0	1.25	4.38	0	0	4.38	0	15.01	£3,002
Ralston Primary Out of School Care	1	0	8.75	0	0	8.75	-2	16.5	£3,300
Roin Ltd t/a Jennyswell OSC (Lochfield)	0	1	4	0	0	2	-1	6	£1,200
Roin Ltd t/a Jennyswell OSC (Todholm)	0	3.38	6.25	0	0	0	-1	8.63	£1,726
School's Out Centres Limited (Bargarran)	0	1.75	5	0	0	5	-2	9.75	£1,950
School's Out Centres Limited (Barsail)	0	1.38	5	0	0	5	-2	9.38	£1,876
School's Out Limited (Nazarene)	0	1.38	5	0	0	0	0	6.38	£1,276
Schools Out (St Annes)	0	1.63	3.75	0	0	0	-1	4.38	£876
Strawberry Field Nursery Out of School Care	0	2.5	7	0	0	7	0	16.5	£3,300
Woodlands Nursery (Scotland) Ltd	0	3.63	10	0	0	10	0	23.63	£4,726
Kilbarchan After School Club	0	0	3	0	15	3	0	21	£4,200
Waca Scotland Ltd t/a Bishopton Out of School Care	0	1.6	5	0	25	5	-2	34.6	£6,920
Totals OSC									
Points Value per point	£200							342.33	£68,466

Renfrewshire Council Children's Services
Distribution of funding support services for children and families - pre-five voluntary sector grants 2016/17

Pre-5 Voluntary Sector Grant Application 2016/167 Ref	Organisation	Purpose of Grant	2015/16 Award	Requested Award 2016/17	Recommendation Award 2016/17
P5-1	Howwood Playgroup	To cover general running costs.	£750	£1,000	£750
P5-2	Langbank Playgroup	To support with a support worker salary, SPPA insurance, hall rent and contribution towards a healthy snack. Trips and outings.	£750	£2,750	£750
P5-3	Langbank Under 3s	To support the ongoing running costs of the group, rent and SPPA Insurance including contribution to external trainer fee for physical activity sessions which continue to be very successful.	£500	£500	£500
P5-5	Ralston Playgroup	To support running costs	£600	£600	£600
P5-6	Johnstone Castle Mother and Toddlers	To support running costs	£600	£600	£600
P5-7	Tweedie Tots Mother and Toddler Group	To support with the cost of rent	£500	£500	£500
P5-8	St Columba Playgroup	To support with the cost of rent and heating.	£600	£800	£600
P5-9	Johnstone Teeny Tots	To support the cost of rent.	£700	£700	£700
P5-10	Barshaw Toddler and Toddler Plus	To support the cost of rent	£600	£600	£600
P5-11	Rowan Street Playgroup	To support the cost of rent	£750	£1000	£750

P5-12	Barsail Playgroup	To support running costs	£750	£1,500	£750
P5-13	Thumbs Up Thursday	To support the cost of rent	£500	£500	£500
P5-14	Howwood Mother and Toddler	To support the cost of rent	£500	£500	£500
P5 -15	Kilbarchan East Church Tots Club	To purchase soft play mats and storage equipment	N/A	£200	£200
TOTAL			£8,100	£11,750	£8,300

To: Education and Children Policy Board

On: 10 March 2016

Report by: Director of Children's Services

Heading: Education Scotland Inspection of Inchinnan Primary School, Inchinnan

1. Summary

- 1.1. Inchinnan Primary School, was inspected by Education Scotland, in November 2015 as part of Education Scotland's piloting of different inspection models. The inspection took place over two and a half days instead of the usual five although the school received the same two-week notice period. The letter to parents published by Education Scotland on 19 January 2016 reflects the shortened duration of the inspection and is attached as an appendix to this report. The letter to parents is also available from the director of children's services or from the Education Scotland website www.educationscotland.gov.uk
- 1.2. Education Scotland is currently reviewing its approach to inspection and is exploring a range of approaches including no-notice inspections, shorter duration of inspections, area-based inspections where it looks at the performance of schools within a cluster, and publishing reports without evaluative levels. It is selecting a number of establishments nationally to pilot these approaches. Inchinnan Primary was selected for inspection where the report would not include any evaluation grades.
- 1.3. The purpose of the school inspection was to evaluate the quality of education and also to inform Education Scotland's future inspection models. Inspectors assessed the school, with a focus on five quality indicators which were: improvements in performance; the quality of learners' experiences; meeting learning needs; the curriculum; and improvement through self-evaluation. No evaluations against the quality indicators were produced because of the piloted nature of the inspection.
- 1.4. The inspection of Inchinnan Primary School was a positive inspection by Education Scotland and it expressed confidence in the school's capacity to further improve. Education Scotland identified five key strengths of the school. These were:

- Most children are making appropriate progress in literacy and numeracy;
- Children are well behaved and polite, and cooperate well with their teachers;
- Under the effective leadership of the headteacher, staff work well as a team in taking forward school improvements;
- Children have a broad range of learning opportunities across the curriculum;
- All children participate in activities to improve the school.

1.5. The report identified three areas for further improvement. These were:

- Continue planned improvements to learning and teaching to increase children's confidence, motivation and engagement in their learning;
- Continue to improve the curriculum to ensure children make suitable progress in all areas, and to provide children with meaningful and relevant contexts for learning;
- Ensure the school's approaches to evaluating its own work lead consistently to improvements in children's experiences and achievements.

1.6. Children's services has an agreed set of procedures for responding to inspection reports. The school and the service will prepare an action plan indicating how they will address the points for action in the report, and share this plan with parents. In addition, the school will be supported in its improvement by children's services. Within two years of the publication of the letter to parents children's services will inform parents of the progress made by the school in addressing the main points for action.

1.7. Children's services and the head teacher will be provided with the opportunity to feedback to Education Scotland on the approach taken in this inspection. Education Scotland has advised that it will use comments to inform any future inspection models which it uses.

2. Recommendations

2.1. Members of the education and children policy board are asked to note the key strengths and the areas for improvement in the Education Scotland report on Inchinnan Primary School.

3. Background

3.1. Education Scotland letters to parents are made available on-line to the wider parent body.

3.2. The report includes three recommendations for improvement. These recommendations will be addressed through an action plan, produced by the school and supported by children's services staff.

- 3.3. Progress on the action plan will be monitored by children's services staff on a proportionate basis. A report will be prepared within two years of the original inspection, detailing the progress made in implementing the action plan. This report will be made available to parents.
- 3.4. Children's services welcomes the process of audit undertaken by Education Scotland as supportive to continuous improvement in Renfrewshire schools. The inspection report will be used by the school and the service in the context of supporting and developing the quality of educational provision.

Implications of this report

1. Financial Implications

None.

2. HR and Organisational Development Implications

None.

3. Community Plan/Council Plan Implications

Children and Young People

- High standards of education provision ensure that children and young people are given the best start in life so that they promote and contribute to a more prosperous, fairer society.

Community Care, Health and Well-being

- By providing an environment which encourages care, welfare and development, establishments play a crucial role in developing children and young people so that they become responsible citizens. The school and nursery's success in promoting healthy lifestyles is evaluated as part of the quality assurance process.

Empowering our Communities

- High standards of education provision ensure that children and young people are given the best start in life so that they promote and contribute to a more prosperous, fairer society.

Greener

- Participation in the eco-schools programme encourages young people to become environmentally aware.

Jobs and the Economy

- The quality assurance process contributes to our young people becoming successful learners, confident individuals, effective contributors and responsible citizens.

4. Legal Implications

Standards in Scotland's Schools etc Act 2000.

5. Property/Assets Implications

None.

6. Information Technology Implications

None.

7. Equality and Human Rights Implications

The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because it is for noting only.

8. Health and Safety Implications

None.

9. Procurement Implications

None.

10. Risk Implications

None.

11. Privacy Impact

None.

List of Background Papers

(a) None.

Children's Services

TMcE/GMcK/LG

9 February 2016

Author: Tony McEwan, Education Manager (planning and performance),
telephone no: 0141 618 7198

26 January 2016

Dear Parent/Carer

**Inchinnan Primary School
Renfrewshire Council**

We are trying out some new approaches to inspection. You can find more information about why we are doing this, and details of our new approaches, at the link below.¹

Inchinnan Primary School was inspected in November 2015. A team of inspectors visited the school for two and a half days, following a two-week notification period. During our visit, we talked to children and worked closely with the headteacher and staff. We looked at teaching, learning and assessment in all classes, and at how the school is working to raise the attainment of all children.

We are confident that the school has the capacity to continue to improve.

The inspection team found the following strengths:

- Most children are making appropriate progress in literacy and numeracy.
- Children are well behaved and polite, and cooperate well with their teachers.
- Under the effective leadership of the headteacher, staff work well as a team in taking forward school improvements.
- Children have a broad range of learning opportunities across the curriculum.
- All children participate in activities to improve the school.

The following areas for improvement were also identified and discussed with the headteacher and Renfrewshire Council.

- Continue planned improvements to learning and teaching to increase children's confidence, motivation and engagement in their learning.
- Continue to improve the curriculum to ensure children make suitable progress in all areas, and to provide children with meaningful and relevant contexts for learning.
- Ensure the school's approaches to evaluating its own work lead consistently to improvements in children's experiences and achievements.

What happens next?

We will make no further visits in relation to this inspection. Renfrewshire Council will inform parents about the school's progress as part of its arrangements for reporting to parents on the quality of its schools.

Susan Duff
HM Inspector

To: Education and Children's Policy Board

On: 10 March 2016

Report by: Director of Children's Services

**Heading: Education Scotland Inspection of Thorn Primary School,
Johnstone**

1. Summary

- 1.1. Thorn Primary School in Johnstone, was inspected by Education Scotland, in October 2015, as part of a national sample of primary education. The letter to parents and quality indicator evaluations, published by Education Scotland on 19 January 2016 are attached as appendices to this report. The letter to parents is also available from the director of children's services or from the Education Scotland website www.educationscotland.gov.uk
- 1.2. The purpose of the school inspection was to evaluate the quality of education. Inspectors assessed the school, with a focus on five quality indicators which were: improvements in performance; the quality of learners' experiences; meeting learning needs; the curriculum; and improvement through self-evaluation.
- 1.3. This was a positive inspection by Education Scotland and the letter to parents identified four key strengths of the school. These were:
- Confident, articulate children who are happy at school and eager to learn
 - The nurturing and inclusive ethos of the school community
 - The effective leadership of the head teacher in taking forward school improvement
 - The teamwork and enthusiasm of staff and their commitment to improving
- 1.4. The report identified three areas for further improvement. These were:
- Continue to improve approaches to assessing and tracking children's progress to improve attainment
 - Develop further children's ability to know what they do well and what they need to do to improve

- Build on the approaches to meeting children's learning needs to ensure that all children are appropriately challenged in their learning.
- 1.5. Children's services has an agreed set of procedures for responding to inspection reports. The school and the service will prepare an action plan indicating how they will address the points for action in the report, and share this plan with parents. In addition, the school will be supported in its improvement by children's services. Within two years of the publication of the letter to parents children's services will inform parents of the progress made by the school in addressing the main points for action.

2. Recommendations

- 2.1. Members of the education and children policy board are asked to note the key strengths and the areas for improvement in the Education Scotland report on Thorn Primary School.

3. Background

- 3.1. Education Scotland reports are circulated to the local elected members, staff, parent council members and are made available on-line to the wider parent body. Copies are also sent to local and central libraries.
- 3.2. The report includes three recommendations for improvement. These recommendations will be addressed through an action plan, produced by the school and supported by children's services staff.
- 3.3. Progress on the action plan will be monitored by children's services staff on a proportionate basis. A report will be prepared within two years of the original inspection, detailing the progress made in implementing the action plan. This report will be made available to parents.
- 3.4. Children's services welcomes the process of audit undertaken by Education Scotland as supportive to continuous improvement in Renfrewshire schools. The inspection report will be used by the school and the service in the context of supporting and developing the quality of educational provision.

Implications of this report

1. Financial Implications

None.

2. HR and Organisational Development Implications

None.

3. Community Plan/Council Plan Implications

Children and Young People

- High standards of education provision ensure that children and young people are given the best start in life so that they promote and contribute to a more prosperous, fairer society.

Community Care, Health and Well-being	- By providing an environment which encourages care, welfare and development, establishments play a crucial role in developing children and young people so that they become responsible citizens. The school and nursery's success in promoting healthy lifestyles is evaluated as part of the quality assurance process.
Empowering our Communities	- High standards of education provision ensure that children and young people are given the best start in life so that they promote and contribute to a more prosperous, fairer society.
Greener	- Participation in the eco-schools programme encourages young people to become environmentally aware.
Jobs and the Economy	- The quality assurance process contributes to our young people becoming successful learners, confident individuals, effective contributors and responsible citizens.

4. Legal Implications

Standards in Scotland's Schools etc Act 2000.

5. Property/Assets Implications

None.

6. Information Technology Implications

None.

7. Equality and Human Rights Implications

The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because it is for noting only.

8. Health and Safety Implications

None.

9. Procurement Implications

None.

10. Risk Implications

None.

11. Privacy Impact

None.

List of Background Papers

(a) None.

Children's Services

TMcE

2 February 2016

Author: Tony McEwan, Education Manager (planning and performance),
telephone no: 0141 618 7198

19th January 2016

Dear Parent/Carer

**Thorn Primary School
Renfrewshire Council**

Recently, as you may know, my colleagues and I inspected your child's school. During our visit, we talked to parents and children and worked closely with the headteacher and staff. We wanted to find out how well children are learning and achieving and how well the school supports children to do their best. The headteacher shared with us the school's successes and priorities for improvement. We looked at some particular aspects of the school's recent work, including reading in the upper stages and the work of the school on developing approaches to numeracy and mathematics. As a result, we were able to find out how good the school is at improving children's education.

How well do children learn and achieve?

Overall, children learn and achieve well in Thorn Primary School. Across the school, children are happy and eager to learn. They are confident, articulate and keen to talk about their learning and achievements. Children work well together in groups, pairs and as individuals. In most lessons, children have meaningful opportunities to discuss their learning and reflect upon the progress they are making. We have asked the school to continue to improve children's awareness of their progress as learners by helping them to understand what they do well and what they need to do to improve. Children could be involved more regularly in setting targets that help them to move forward in their learning.

Children's experiences are enriched through a wide range of opportunities to learn and achieve beyond the classroom. Most children play an active part in school life. They contribute to the school community through pupil voice committees such as the pupil council and Rights Respecting Schools group. As they progress through the school, children are developing confidence and leadership skills through their roles as house captains, primary 1 buddies, peer mediators and learning buddies. High numbers of children participate in motivating sporting activities and clubs organised in partnership with Active Schools. They are developing new skills and recognise the benefits to their own health and wellbeing by taking part in sports and being physically active. Children are also gaining confidence through performances at assemblies, as part of the school choir and at the Christmas concert. This year, children in primary 7 are participating in the *Divided City* drama performance with the Citizen's Theatre in collaboration with another school. The school recognises and celebrates these achievements well. We have asked staff to make children more aware of the skills and qualities they are gaining as a result of these valuable experiences.

Overall, children are making good progress in their learning in literacy and numeracy. The school's approaches to reading are improving children's ability to read fluently with understanding as they progress through the school. Most children talk enthusiastically about the books they have read. At all stages, children write regularly for a range of purposes and receive helpful and focused feedback on their writing. This is helping them to improve. They can apply their literacy skills in different areas of their learning. For example, primary 6/5 use their reading skills confidently to find information, distinguish between fact and opinion and make notes for their knights and castles topic. We have asked the school to continue to raise attainment in literacy, particularly in writing. Across the school, children are developing confidence, fluency and accuracy in mental calculations. New learning and teaching approaches to numeracy and mathematics are having a positive impact on children's engagement and enjoyment. Children are developing a good understanding of number, money and measurement appropriate to their stage. Children in primary 6 can successfully apply their numeracy skills when working out profit and loss in a problem-solving activity. They are also developing financial management skills through running the Credit Union. We have asked the school to provide more opportunities like these for children to apply their numeracy skills in real-life contexts and to solve mathematical problems. There is scope to increase the pace of learning in numeracy and mathematics for higher achieving children to ensure the highest possible attainment. Children can confidently discuss their learning in health and wellbeing. Across the school, children understand the importance of healthy food choices to good health and the importance of wellbeing, friendships and positive relationships. This is supporting them to make positive choices.

How well does the school support children to develop and learn?

The school provides a nurturing and inclusive ethos which is supporting children to develop and learn well. Almost all children say that they feel safe and well cared for in school. They benefit from very positive relationships with staff. All staff work well together to support children in their learning. Children also support each other well. For most of the time, children are appropriately challenged by the learning planned for them. In some lessons, there is scope to provide more challenging work and a brisker pace of learning. The needs of children who require additional support are met very well. The school works well with parents and partner agencies to put appropriate plans in place that ensure children are well supported and make suitable progress in their learning.

At all stages, children are offered a broad and balanced range of learning experiences in line with Curriculum for Excellence guidance. The school is continuing to improve its curriculum. The on-going work reviewing and developing areas of the curriculum, such as reading, writing, science and physical education, is resulting in improved experiences and outcomes for children. The school now needs to continue to develop other areas of the curriculum as planned. Children have good opportunities to take their learning outdoors. For example, children in the early stages make good use of the garden, making their own compost, growing vegetables for their harvest topic and using them to make soup. There has been a strong focus across the school on developing children's learning about sustainability and global citizenship. Every class has responsibility for an aspect of the school's eco work. Children enjoyed activities such as creating a bug hotel and building shelters for hibernating hedgehogs during the school's annual eco day of action. Children are well supported as they move from

nursery to primary 1. We have asked the school to continue its focus on literacy and numeracy as it evaluates and improves the curriculum further.

How well does the school improve the quality of its work?

The headteacher provides effective leadership for the school and its children. She is very well respected across the community and by staff and pupils. She is ably supported by the deputy headteacher and together they provide clear direction for the school. Staff work very well together as a team. They are highly committed to improving the work of the school. They are keen to take on leadership roles and professional learning opportunities to improve their practice. Teachers are open to new ideas and share practice with each other and with colleagues in other local schools. The headteacher has put in place a range of effective approaches to evaluate the work of the school. The priorities identified through these self-evaluation processes have enabled the school to focus its work and this is impacting positively on children's experiences. The views of children and parents are sought through questionnaires and meetings. There is scope for them to have an even greater role in improving the work of the school. The school is developing approaches to assessing and tracking children's progress in literacy and numeracy. We have discussed with the school ways in which it can develop this further to raise attainment and ensure all children make appropriate progress. The headteacher and staff are well placed to ensure the school continues to improve.

This inspection found the following key strengths.

- Confident, articulate children who are happy at school and eager to learn
- The nurturing and inclusive ethos of the school community.
- The effective leadership of the headteacher in taking forward school improvement
- The teamwork and enthusiasm of staff and their commitment to improving children's experiences

We discussed with staff and Renfrewshire Council how they might continue to improve the school. This is what we agreed with them.

- Continue to improve approaches to assessing and tracking the children's progress to improve attainment
- Develop further children's ability to know what they do well and what they need to do to improve
- Build on the approaches to meeting children's learning needs to ensure that all children are appropriately challenged in their learning

What happens at the end of the inspection?

We are satisfied with the overall quality of provision. We are confident that the school's self-evaluation processes are leading to improvements. As a result, we will make no further visits in connection with this inspection. As part of its arrangements for reporting to parents on the quality of education, Renfrewshire Council will inform parents about the school's progress.

Mary Byrne

Quality indicators help schools, education authorities and inspectors to judge what is good and what needs to be improved in the work of the school. You can find these quality indicators in the publication *How good is our school?*¹. Following the inspection of each school, the Scottish Government gathers evaluations of three important quality indicators to keep track of how well all Scottish schools are doing.

Here are the evaluations for **Thorn Primary School**.

Improvements in performance	good
Learners' experiences	good
Meeting learning needs	good

We also evaluated the following aspects of the work of the school.

The curriculum	good
Improvement through self-evaluation	good

A copy of the full letter is available on the Education Scotland website at

<http://www.educationscotland.gov.uk/inspectionandreview/reports/school/primsec/ThornPrimarySchoolRenfrewshire.asp>

To: Education and Children Policy Board

On: 10 March 2016

Report by: Director of Children's Services

Heading: Kinship Care and Foster Care Allowances and Fees

1. Summary

- 1.1. Foster Care is the term used when a child or young person is cared for by a person or people who are not members of their birth family and have no pre-existing relationship with that child. Renfrewshire Council currently make payment to 88 internal foster carers in respect of 134 children and young people. Foster carers receive a single payment of £385.95 per week per child which includes a fee and allowance.
- 1.2. Kinship Care is the term used to describe the placement of children with extended family members or friends when they can no longer live with their parents. Kinship Carers are always known to the child and nearly always have a significant relationship with that child. In Renfrewshire, we financially support carers only when we have asked them to assume the care of a child/children. Renfrewshire Council currently provides financial support to 180 carers in respect of 239 children and young people in kinship care arrangements. Kinship Carers receive an age-related weekly allowance for each child ranging from £70.51 for a child aged 0 to 4 years to £141.02 for a young person aged 16 to 18 years.
- 1.3. In 2014 seven local authorities in Scotland (not including Renfrewshire) were contacted by the Equalities and Human Rights Commission (EHRC) to challenge the level of payment of allowances made to kinship carers. They argued that kinship carers should receive parity in the level of allowance paid per child compared that paid to foster carers.
- 1.4. Since that time all local authorities have been working with the Scottish Government and other stakeholders to agree a new national model which seeks to ensure parity in the allowances paid to kinship carers.
- 1.5. This report sets out the proposed changes in the structure and level of kinship care allowances in order to address the current EHRC challenge and achieve parity for kinship carers.

2. Recommendations

- 2.1. Members of the Board are asked to
- a) Approve the new model for the payment of kinship care allowances
 - b) Note that this local model will be reviewed after the first 12 months of operation
 - c) Note that Scottish Government plans a national review of the arrangements in place for the payment of both foster and kinship care.
-

3. Background

- 3.1. Kinship Care is the term used to describe the placement of children with extended family members or friends when they cannot live with their parents. The Local Authority only has responsibility for those children it places with family members who may or may not be subject to statutory orders. Kinship Carers are approached by the Service to care for children when they cannot remain living with their birth parents. They are always known to the child and nearly always have a significant relationship with that child. At the point they are asked to care for a child, basic checks are undertaken regarding their suitability and then a fuller kinship care assessment is undertaken to access the kinship care allowance. This is then reviewed on an annual basis by the child's social worker completing a review report.
- 3.2. Foster Care is the term used when a child or children is cared for by a person or people who are not members of their birth family and have no pre-existing relationship with that child. Renfrewshire Council recruits foster carers from the community via media campaigns and word of mouth between existing foster carers. Prior to being assessed as a foster carer, interested people are asked to attend preparation groups which run for at least 6 weeks and then participate in an assessment process which takes on average 6 months. Their assessment is then presented to the fostering panel and a recommendation is made to the agency decision maker regarding their suitability to be a foster carer. Once approved, there is a statutory requirement that registered carers are formally reviewed on annual basis. They must also attend mandatory training and there is a requirement that one carer is at home full time. Foster carers are also on stand-by to take children 24/7.
- 3.3. Foster Carers and Kinship Carers are given allowances by Renfrewshire Council to undertake the care of the children placed with them. At the current time there is a significant difference between the rates paid.
- 3.4. In 2014 the Equalities and Human Rights Commission (EHRC) indicated an interest in the level of payment of allowances made to kinship carers. They highlighted that the legal status of a looked after child placed with foster carers was the same as a looked after child placed with kinship carers. Accordingly they argued kinship carers should receive parity in the level of payment. This argument followed a Court decision in England that supported this position. EHRC indicated that they would seek a judicial review if parity was not achieved in respect of allowances paid to Kinship Carers and Foster Carers.

- 3.5. The 'type' of carer - be it foster care or kinship care - was immaterial to the concern of EHRC, with only the amount of money paid to support the child, i.e. the allowance, being of relevance. The Commission was not, for this reason, interested in exploring foster care fees which are payments made directly to carers for the service they provide.
- 3.6. Renfrewshire Council currently has 259 of children in paid kinship care arrangements. Kinship Carers allowances are based on 4 age bands. Allowances range from £70.51 per week for a child aged 0-4 to £141.02 per week for a child aged 16-18. Over the years, the Council has undertaken benchmarking exercises with other local authorities and we have consistently found that the allowances we pay put us in the group of councils which is paying higher levels of kinship care allowance. In addition to the Kinship Care allowance, they receive from the Council, Kinship Carers can claim Child Benefit for each child in their care and other benefits for which Child Benefit needs to be in place in order to access.
- 3.7. Renfrewshire Council currently pays Foster Carers £383.95 per child per week regardless of the age of the child. Unlike many other Councils we do not split this payment into fee and allowance elements. This was previously our practice however this was changed following the Best Value review of Fostering in 2005.
- 3.8. In 2005, a Best Value Review of Renfrewshire Council's Fostering and Adoption Service was completed. The review made a number of recommendations with the aim of increasing the number of Renfrewshire foster carers available therefore reducing our reliance on more expensive external fostering agencies. The Council also wished to recruit more local carers to ensure greater oversight of the care arrangements for children in foster care and to ensure that children remained as close to Renfrewshire as possible to enable them to remain connected to their communities. One of the main recommendations from the Best Value review was that a revised scheme of payments for foster carers was put in place to replace the tiered fee levels and COSLA maintenance rates. This flat fee for carers was approved at Board in September 2005 and has continued to be the way we pay foster carers.
- 3.9. The changes made to the fostering service as a result of the Best Value review have been an overwhelming success. In the past decade, the Council has trebled the number of fostering households and we have also significantly reduced our use of the external fostering agencies and as a consequence saved the Council in excess of 5 million pounds. Renfrewshire Council now has 86 registered fostering households with 133 children placed with our own carers in comparison to 92 children placed with external carers, with many of these external placements scheduled to end in the next 3 years.
- 3.10. In February 2015, the 32 Scottish Local Authorities, along with the Scottish Government, Social Work Scotland and other interested representatives met to agree a consistent approach to the issue of how Kinship Carers should be paid. The Scottish Government were clear that parity needed to be achieved in respect of the allowances for the child in which are paid to Kinship and Foster Carers. The fee element which only foster carers are entitled to due to the unique role they fulfil for Councils is not a matter for consideration.

- 3.11. Renfrewshire Council has been involved in these national discussions and has been committed to finding a solution to ensure local parity of allowance between our Foster Carers and Kinship Carers however this has been complicated in Renfrewshire by the flat rate payment arrangement we have for foster carers.
- 3.12. The Scottish Government has recommended a model used by Inverclyde and North Ayrshire to ensure parity between their kinship and foster carers. Through this model, kinship carers are supported to maximise their income for the child via the Benefits Agency i.e. child benefit and Tax Credits. Having done so, the Local Authority “tops up” this income to ensure parity with the allowance paid to foster carers. Foster carers cannot claim state benefits in respect of children placed with them.
- 3.13. This is a complicated model which would require extensive financial assessments to be undertaken for each new kinship application and will also mean that the amount the Local Authority pays each kinship carer will differ according to their individual circumstances. It is also recognised that this would only be a temporary solution. The introduction of Universal Credit will preclude kinship carers claiming any state benefits for looked after children – these costs being seen as the responsibility of the Local Authority. When Universal Credit is implemented this will have a far greater financial impact on Local Authorities.
- 3.14. The other complicating factor within this parity model is the potential for detriment to be caused to current kinship carers in Renfrewshire because we currently disregard all benefit entitlement. If we move to a position of “topping up” it could mean that some kinship carers are entitled to less kinship care allowance because they are in receipt of maximum benefits. Furthermore, not all kinship carers are in receipt of benefit, therefore applying a parity model that has at its main component access to benefits could potentially make some kinship carers worse off than others.
- 3.15. It is therefore proposed that we move to a position of paying kinship carers and foster carers the same allowance per child that they have placed with them. It is also proposed that we return to paying foster carers an allowance for the child they care for and a fee for their professional services.
- 3.16. It is recommended that we no longer have the 4 age bands regarding kinship care allowances and begin paying all kinship carers £122.59 per child per week minus the lower rate of Child Benefit. This is £13.70 per week therefore resulting in a weekly payment of £108.89 per week. This is the current rate paid for children aged 11-15. All Kinship Carers with children aged below 11 would move up onto this rate effective from the 1st of October 2015. As a transitional protection, Kinship Carers who have children in the age band 16-18 and who are currently receiving a higher rate of payment for these children will continue to receive this higher rate until the children are no longer in the kinship care arrangement. There are currently 30 young people this would apply to, however this arrangement would naturally come to an end for the majority of them by December 2016 because of the age profile of the young people involved.

3.17. It is also proposed that children who are currently 15 and due to become 16 in the calendar year 2016 are moved onto the 16-18 rate as planned. This is in recognition that carers of children aged 15 years who are soon to become 16 will be expecting an increase in allowance but would not receive one if this new payment model is progressed

3.18. Current Kinship Rates and Number of Children

Age Band	Rate	Number	Cost per year per child	Total Cost Per Year
0 - 4	£70.51	21	£3,676.60	£77,209
5 - 10	£87.48	89	£4,561.46	£405,970
11- 15	£108.89	99	£5,677.84	£562,106
16 - 18	£141.02	30	£7,353.19	£220,596
	TOTAL	239		£1,265,881

3.19. Total Cost of Children on £108.89 once transferred (Including Children currently on 16-18 rate and 15 year olds moving onto 16-18 rate)

Age Band	Rate	Number of Children	Total Cost Per Year
0 - 14	£108.89	183	£1,038,987
15 - 18	£141.02	56	£411,779
	TOTAL	239	£1,450,766

3.20. This approach will cost the Council an additional £184,875 per annum based on the current profile of the children in kinship care in Renfrewshire. The Scottish Government has provided additional funding to Local Authorities on a pro rata basis depending on the numbers of Kinship Carers they have and our award will cover the costs associated with the changes to the payments.

3.21. The rate a foster carer receives as an allowance per child per week will be matched to the figure which includes the child benefit amount, £122.59. As indicated previously in this report, foster carers do not receive child benefit for the children they care for whereas all kinship carers are entitled to apply for this benefit and in nearly all circumstances are awarded it. The balance of the current amount paid to foster carers will become the professional fee they receive for providing a service to the Council. This will be £261.25 per week. Foster Carers could be eligible to pay tax on this fee if it exceeds a certain amount over the course of the tax year but they are advised of this when they sign the partnership agreement with the Council. A new partnership agreement will be developed to reflect a return to a fee and allowance payment structure.

3.22. It is critical that Renfrewshire Council achieves parity in the allowances we pay Kinship and Foster Carers in order to be compliant with the guidance issued by the Scottish Government but it is also crucial that there is no detriment to either existing kinship cares or foster carers. The Council relies heavily on both types of carers to do very different tasks. It is important that children who can remain living within their family of origin are supported both emotionally and financially to do so but it is also absolutely critical that we have a varied and flexible group of foster carers who can look after children who cannot remain within their extended family. The Council cannot pay foster

carers less competitive fees / allowances and run the risk of current carers leaving our organisation to become carers for the independent agencies or for recruitment of new carers to once again become the issue it was in the past. This interim arrangement ensures this until we are clearer about the impact of changes to the overall benefits system.

- 3.23. A dedicated team is being developed which will provide bespoke support to Renfrewshire's Kinship Carers and the children they care for. The Kinship Care Support team will undertake assessments of kinship carers, provide ongoing support once approved and will also deliver training and offer practical and financial advice to carers. Recruitment is underway and it is envisaged that the team will be operational by April / May 2016.

Implications of this report

1. Financial Implications

There are additional costs of £184,875 associated with increasing the rates of allowances paid to Kinship Care; however these can be met from the additional funding provided by the Scottish Government to support this change.

2. HR and Organisational Development Implications

None.

3. Community Plan/Council Plan Implications

None.

4. Legal Implications

None.

5. Property/Assets Implications

None.

6. Information Technology Implications

None.

7. Equality and Human Rights Implications

The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because for example it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.

8. Health and Safety Implications

None.

9. Procurement Implications

None.

10. Risk Implications

There are no risks identified from moving to the position outlined in the report however as outlined in the body of the report there are significant risks associated with a “do nothing” position.

11. Privacy Impact

None.

List of Background Papers

- (a) Background Papers : None

DH/LG
11 February 2016

Author: Dorothy Hawthorn Head of Service Child Care and Criminal Justice, Children's Services

To: Education and Children Policy Board

On: 10 March 2016

Report by: Director of Children's Services

Heading: Naming of New Special School in Linwood

1. Summary

- 1.1. The revised procedures for the naming of new schools were approved by the lifelong learning and work policy board at its meeting on 4 August 2005. These procedures have been used to decide the name of Renfrewshire Council's new special school in Linwood.
 - 1.2. A ballot of parents, pupils and staff from Clippens and Kersland Schools and Hollybush Pre 5 Centre was undertaken during October 2015 to consider the name of the new school. The name selected for the new school is Riverbrae School.
-

2. Recommendations

- 2.1. The education and children policy board is asked to:
 - approve Riverbrae School as the name of the new special school in Linwood.
-

3. Background

- 3.1. The revised procedures for the naming of new schools were approved by the lifelong learning and work policy board at its meeting on 4 August 2005. These procedures were used to decide the name of Renfrewshire Council's new special school in Linwood.
- 3.2. Parents, pupils and staff from Clippens and Kersland Schools and Hollybush Pre 5 Centre were asked to make suggestions for the name of the new school between 5 and 19 October 2015.
- 3.3. They were asked to consider their suggestions in the context of a Council provision to support children and young people with severe and complex additional support needs from across the Council area.

- 3.4. The responses made in this respect advised of reasons for the suggested name and the relevance of it in relation to the amalgamation of the 3 establishment. This information was collated and included with ballot papers which were issued at all 3 establishments on 20 October 2015; to be returned by 28 October 2015.
- 3.5. The total number of ballot forms returned was 146.
- 3.6. The scoring model used was based on the number of times an option was chosen; plus the number of times the option was selected as a first choice; and the number of times the option was chosen as a top 3 choice.
- 3.7. Riverbrae School received the highest cumulative score of 217 votes. This option relates to the natural environment of Renfrewshire. It references the convergence of rivers, meeting at a central point, and the hills of the surrounding area. This recommendation also symbolises the coming together of the 3 establishments in an environment which is free flowing and calm.
- 3.8. The runners up are noted below:
- Middleton School received a cumulative score of 210 votes. This option relates to the road on which the new school is located.
 - Aranwood School received a cumulative score of 179 votes. This option makes reference to “Aranthruie” an ancient name for Renfrewshire.

Implications of this report

1. Financial Implications

None.

2. HR and Organisational Development Implications

None.

3. Community Plan/Council Plan Implications

Children and Young
People

Involving pupils, parents, staff and other interested parties in the consultation process promotes a sense of ownership within the community.

4. Legal Implications

None

5. Property/Assets Implications

None.

6. Information Technology Implications

None.

7. Equality and Human Rights Implications

The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. An equalities impact assessment is available on request.

8. Health and Safety Implications

None.

9. Procurement Implications

None.

10. Risk Implications

None.

11. Privacy Impact

None.

List of Background Papers

- | | | |
|-----|---------------------|--|
| (a) | Background Paper 1: | School Estate Management Plan. Review of Current School Provision for Children and Young People with Severe and Complex Additional Support Needs. September 2012. |
| (b) | Background Paper 2: | Response to the Consultation on: School Estate Management Plan. Review of Current School Provision for Children and Young People with Severe and Complex Additional Support Needs. April 2013. |
| (c) | Background Paper 3: | School Provision for Children and Young People with Severe and Complex Additional Support Needs: Update Report. December 2013. |
| (d) | Background Paper 4: | New school for pupils with severe and complex additional support needs. Design development and finance and procurement arrangements. March 2014. |

The foregoing background papers will be retained within ELS for inspection by the public for the prescribed period of four years from the date of the meeting. The contact officer within the service is Ian Thomson, education manager (resources). 0141 618 7241, ian.thomson@renfrewshire.gov.uk

Children's Services
IT/LG
2 February 2016

Author: Ian Thomson, education manager (resources). 0141 618 7241, ian.thomson@renfrewshire.gov.uk

To: Education and Children Policy Board

On: 10 March 2016

Report by: Director of Children's Services

Heading: Smoke Free Care Placements Policy for Renfrewshire Council's Looked After and Accommodated Children and Young People

1. Summary

- 1.1. The purpose of this report is to seek approval from the Board to implement the Smoke Free Care Placements Policy for Renfrewshire Council's Looked After and Accommodated Children and Young People.
- 1.2. Smoking and exposure to second hand smoke is a major issue affecting many young people within Looked After and Accommodated Children (LAAC) settings across Scotland. Research within Scotland reveals a 16-29% smoking prevalence amongst children in foster care and 67-75% smoking prevalence amongst children in residential and leaving care services (Ridley 2001 Ridley 2003, Scottish Executive 2004, NHSGGC & GGC 2009).
- 1.3. NHS Greater Glasgow and Clyde, in partnership with other local authorities, have identified a policy gap in relation to Looked After and Accommodated Children, and subsequently drafted proposals to provide children and young people with positive role models and smoke free environments in order to promote healthy lifestyles.
- 1.4. In response to this a short life working group developed the Smokefree Care Placements Policy for Renfrewshire Council's Looked After and Accommodated Children and Young People. Once drafted, this policy was sent for consultation in Autumn of 2014 and following this a final version of the Policy was produced by the working group detailed in Appendix 1.
- 1.5. An Equality and Human Rights Impact Assessment (EQHRIA) has been undertaken on the implementation of the Smoke Free Care Placements Policy for Looked After and Accommodated Children and Young People in Renfrewshire attached in Appendix 2.

2. Recommendations

2.1. The Education and Children Policy Board is asked to:

- a) Approve the Policy for implementation.
 - b) Note the content of this report.
-

3. Background

3.1. Over the last 50 years, smoking has come to be recognised as uniquely dangerous, highly addictive and remains one of the principal preventable causes of illness and premature death in Scotland. Significant progress has been made in recent years to shift cultural attitudes to smoking including:

- Legislation to ban tobacco advertising in 2002
- Implementation of smokefree legislation in 2006
- Increase in the age of sale for tobacco from 16 to 18 in 2007
- Overhaul of tobacco sale and display law, including legislation to ban automatic tobacco vending machines and a ban on the display of smoking related products in shops
- Establishment of the First Tobacco Retail Register in the UK 2011
- Comprehensive awareness raising campaigns
- Record investment in NHS smoking cessation services helping people to attempt to quit smoking

Smoking is associated with a range of illnesses and a leading cause of health inequalities. Each year, tobacco use is associated with over 13,000 deaths (around a quarter of all deaths in Scotland every year) and 56,000 hospital admissions in Scotland. Annual costs to Scotland's health service associated with tobacco-related illnesses are estimated to exceed £300m and may be higher than £500m each year. Additionally the substantial cost of maintaining a smoking habit can also exacerbate poverty and it is argued that these factors should be considered important components of the harm caused to children through exposure to second-hand smoke.

- 3.2. Carers and staff have an important role in protecting children from second hand smoke and encouraging smoking cessation. A survey undertaken amongst looked after and accommodated children revealed that whilst carers could not stop the children in their care from smoking, they often indicated the health risks involved and encouraged them to give up (Ridley, 2001, 2003). Additional research undertaken amongst children in foster care revealed that where the child was a non-smoker they were often disapproving of their foster carer's smoking habit and highlighted the dangers of "passive smoking" and the detrimental health impact of living in a smoking household (Ridley 2001).
- 3.3. Evidence shows that the younger an individual starts to smoke, the more likely they are to be an adult smoker, the heavier they are likely to smoke during adulthood and the more likely they are to fall ill and die early as a result of smoking.

- 3.4. In 2007 a Looked After and Accommodated Children smoking cessation project was piloted in Glasgow through partnership funding between NHS Greater Glasgow and Clyde and Glasgow City Council. The outcome of this was the identification of a policy gap which subsequently led to the development of a *'Smoke Free Care Placements Policy for Glasgow City Council's Looked After and Accommodated Children and Young People'*. The policy aims to ensure that Looked After and Accommodated Children are provided with positive role models and smoke free environments to promote health and healthy lifestyles and sets out the duties and responsibilities of the staff, carers and children in achieving this.
- 3.5. Within Renfrewshire a working group was established to develop a policy on smoke free care placements in partnership with Renfrewshire Council Social Work and Renfrewshire Community Health Partnership.
- 3.6. It is recognised that considerable progress has been made in this area and evidence from formal reviews of foster carers and placements indicates that carers are well aware of the risks of passive smoking and of their importance as role models. Many have therefore changed their behaviour and practice in relation to smoking. As with Residential services however it is accepted that a specific policy would formalise this practice.
- 3.7. The Scottish Directors of Public Health group has identified the health needs of Looked After and Accommodated Young People (LACY) as a national priority. This is reflected in the 2013 Scottish Government tobacco control strategy: Creating a Tobacco-free Generation, which has specific prevention actions geared towards protecting vulnerable young people, in particular Looked After and Accommodated Young people and young offenders. Two recent ScotPHN needs assessments carried out in response to this underlined how little we actually know of the health needs of this group and the challenges facing them (Lachlan et al 2011; Scott et al 2013). A literature review conducted for the Glasgow Centre for Population Health (GCPH) has also shown that very few studies have explored the physical or mental health of LACY. The prevalence of specific conditions varies considerably between the studies; they also lack comparisons with children and young people who are not looked after and the measures used lack consistency (Scott et al 2012). The review also found that studies examining health behaviours had similar limitations and also highlighted several important unanswered questions e.g. after controlling for deprivation, what health needs are associated with being looked after and do health problems differ by reason for care or care setting.
- 3.8. Over the last five years, a range of national documents have highlighted the poorer health, education and life chances associated with being looked after or accommodated. Most recently, our Chief Medical Officer noted the importance of positive experience in the early years being associated with positive health outcomes in later life (Scottish Government 2012a).

4. Proposal

- 4.1. In 2010 the proportion of 13 year olds in Renfrewshire who smoked regularly was higher than the national average - 6% in Renfrewshire compared with 3% nationally. Compared with 2006 there has been an increase in the proportion of 13 year olds who are regular smokers from 3% in 2006. 16% of 15 year olds were regular smokers which is not statistically different to the national average.

In order to support young people to make decisions about tobacco use and other health behaviours, we also need to support those around them. It is important that parents, carers and key professionals, such as those working with looked after children, have the right information about smoking harms. A key part of this is the consistent enforcement of local smoking policies to create smoke-free environments in which young people can live.

- 4.2. Currently, there is no formal written policy recommending smokefree environments within Renfrewshire Local Authority foster care placements, nor a policy for placing children in homes with individuals who smoke. On initial enquiry, all prospective foster carers are asked about their smoking status. As their application progresses the issue of smoking is discussed with them in further detail to ascertain information about their smoking habits and standards regarding second hand smoke.
- 4.3. Lifestyle issues including smoking are discussed at the Fostering Resources Panel where the application for approval as foster carers is considered. Applicants are advised that the expectation of Renfrewshire Council is that they will not smoke in the house or in front of children. They are also told about smoking cessation services available and advised to discuss this matter further with their family placement social worker. At present, the '*Foster Carers Agreement*' made between the foster carer and the Local Authority does not cover the issue of smoking. However this is in the process of being revised and information about the Local Authority's standards regarding smoking is being considered.
- 4.4. Renfrewshire Council's *Corporate Policy on Tobacco Control of Smoking at Work* (2004) currently applies to all Local Authority residential care placements in Renfrewshire. Under this policy, smoking is not permitted in any Council controlled workspace, including Council owned or operated vehicles. Smoking within most Council controlled outdoor areas is not prohibited, although individuals must not smoke at the entrances or exits of Council buildings as it causes blockage and gives a poor impression. Some Council controlled outdoor areas must also be smoke free, such as children's play parks, school playgrounds and other areas identified through risk assessments. This currently applies to Local Authority residential care placements where smoking is not allowed within either the building or grounds.
- 4.5. The 2004 policy applies equally to all persons using or visiting council premises, including employees, elected members, residents/clients, pupils/students and members of the public. An exception is made for residential establishments for the elderly where a designated smoking room can be provided for the use of the residents only. No further guidance is given to residential care placements for Looked After and Accommodated Children. Children accommodated within Local Authority residential care placements in Renfrewshire are expected to comply with this policy and not smoke within the building or grounds of the care placement. Currently it is reported that children are routinely asked about their smoking status on admission to a care placement and the smoking policy is explained to them along with other '*house rules*'.

- 4.6. The above together with a substantial evidence base allowed a working group to be established with the principal objective of developing a smokefree policy for looked after and accommodated children within Renfrewshire. Membership of this group included staff from Renfrewshire Community Health Partnership, together with staff from Renfrewshire Council Social Work Services.
- 4.7. Building on the above and the introduction of related policies in other local authorities the working group produced a draft policy which reflected the needs locally as well as built upon the available evidence base.
- 4.8. This draft was finalised by the working group following discussions regarding impact, implementation, and appropriateness of component sections. The document was split into relevant segments outlining the responsibilities of individual groups involved including staff and carers, children and young people, residential services and family placements services.
- 4.9. The policy states that staff should not smoke in the presence of children and young people and includes the following:
- Managers and supervisors are responsible for ensuring that the Smoke Free workplace procedure is in place
 - Regular inspection should be carried out by each house
 - Smoking is permitted during working time
 - Staff should not be seen smoking by young people
 - Staff should be seen as positive role models for young people
- 4.10. In relation to the recruitment of foster carers, people who smoke will not be denied the opportunity to become carers however the policy looks to introduce the following:

When making their recommendations to the Fostering Panel, the assessing social worker will give due consideration to the following:

- The extent of smoking within the household
 - Progress with smoking cessation
 - The assessment of smoking habits and attitudes, with particular reference to the resource being offered by the applicants
 - Management of smoking within the household, including visitors to the home
 - Management of smoking in vehicles
 - Management of smoking outside the home when accompanied by children and young people.
- 4.11. With regard to the placement of children and young people in temporary foster care, consideration will be given to the rights of the child to be protected from the harmful effects of smoking and the need to discourage them from either developing or persisting with a smoking habit. Therefore the policy includes the following:

Renfrewshire Council, will whenever possible, attempt to place children under 5 years in non-smoking households.

Children with the following conditions, wherever possible, will not be placed with carers who smoke:

- Disabilities which limit their ability to play outside
 - Respiratory problems such as asthma
 - Heart disease
 - Glue ear
 - Any other condition as advised by the medical advisor
- 4.12. Finally people who smoke or who live in households with others who smoke will not be denied the opportunity to make enquiries about adopting a child. In processing their enquiries, there will be an emphasis on education about the implications of smoking and passive smoking for children and young people and the importance of smoking cessation and smoke-free homes.
- 4.13. In respect of the adoption of individuals included within the groups noted below, smoking while not a complete exclusion and will be considered as a major factor in matching:
- Children 0-5 years
 - Children or young people with disabilities that limit their ability to play outside
 - Children or young people with respiratory problems, heart disease or glue ear

Implications of this report

1. Financial Implications

None.

2. HR and Organisational Development Implications

None.

3. Community Plan/Council Plan Implications

Children and Young People

- Children and young people in Renfrewshire will have the best start in life being ready to learn, having a safe, secure, stable and nurturing environment within a family based setting and have good physical, emotional and mental wellbeing.

Community Care, Health and Well-being

- Providing support and services which contribute towards improving the health and wellbeing of Renfrewshire Looked after and Accommodated Children and Young People.

4. Legal Implications

None.

5. Property/Assets Implications

None.

6. Information Technology Implications

None.

7. Equality and Human Rights Implications

The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because for example it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.

8. Health and Safety Implications

None.

9. Procurement Implications

None.

10. Risk Implications

None.

11. Privacy Impact

None.

List of Background Papers

Renfrewshire Council's Smokefree Care Placements Policy for Looked After and Accommodated Children and Young People

MacMillan, I., (2007), *Smoke Free Care Placements for Looked After and Accommodated Children and Young People*, NHS Greater Glasgow and Clyde and Glasgow City Council.

Ridley, S., (2001), *The health of young people in and leaving care in Glasgow, the Big step: Glasgow.*

Ridley, S., (2003), *The health needs and issues of young people from Glasgow living in foster care settings.*

The foregoing background papers will be retained within Social Work for inspection by the public for the prescribed period of four years from the date of the meeting. The contact officer within the service is Dorothy Hawthorn, Head of Childcare and Criminal Justice, 0141 618 6827.

DH/McC/LG
24 February 2016

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Renfrewshire

Health & Social Care Partnership



SMOKE FREE CARE PLACEMENTS POLICY FOR RENFREWSHIRE COUNCIL'S LOOKED AFTER AND ACCOMMODATED CHILDREN AND YOUNG PEOPLE

Devised date:

Review date:

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Introduction

Well established evidence shows that smoking is the leading cause of preventable illness and premature death. It is more prevalent in our most disadvantaged communities and it is argued that maintaining a smoking habit will also exacerbate poverty. The Scottish Government Tobacco Strategy 'Creating a Tobacco Free Generation (2013)' states that:

"To create an environment that supports young people to choose not to smoke we build on our 2008 action plan by continuing to ensure that young people are aware of the health harms of tobacco use and continuing efforts to reduce the availability, attractiveness and affordability of tobacco to young people".¹

This Strategy calls for Local Authorities to ensure all Council premises and grounds are smokefree by 2015.

Current Position

It is estimated that around 15,000 young people between the ages of 13 to 24 in Scotland start to smoke each year. If we are to achieve our vision of a tobacco-free Scotland, we must create an environment where future generations of young people choose not to smoke.

Smoking rates for 13 and 15 year olds in Scotland are at the lowest since reporting began however in Renfrewshire we continue to have a considerable problem with young people smoking. In 2010 the proportion of 13 year olds in Renfrewshire who smoked regularly was higher than the national average - 6% in Renfrewshire compared with 3% nationally. Compared with 2006 there has been an increase in the proportion of 13 year olds who are regular smokers from 3% in 2006. 16% of 15 year olds were regular smokers which is not statistically different to the national average.

What is encouraging is that the proportion of young people who think it is 'ok' to try smoking has decreased markedly since 2006 (from 44% of 13 year olds in 2006 to 27% in 2010, and from 71% of 15 year olds in 2006 to 56% in 2010.) Also 74% of 13 year olds and 52% of 15 year olds reported that they had never smoked. (*Salsus 2010*)²

We know that smoking rates amongst looked after and accommodated children are disproportionately high and evidence shows that the younger an individual starts to smoke, the more likely they are to be an adult smoker. Around two-thirds of smokers in the UK started smoking under the age of 18 and over a third (39%) started under the age of 16³. We need to do more to support young people not to take up smoking.

In order to support young people to make decisions about tobacco use and other health behaviours, we also need to support those around them. It is important that parents, carers and key professionals, such as those working with looked after children, have the right information about smoking harms. A key part of this is the consistent enforcement of local smoking policies to create smoke-free environments in which young people can live.

Smoking and the Law

The Smoking, Health & Social Care (Scotland) Act 2005 aims to protect workers and the general public from the harmful effects of passive smoking, that is breathing in other

people's tobacco smoke. The law prohibits smoking in 'no-smoking premises' by creating an offence of:

- smoking in no-smoking premises;
- permitting others to smoke in no-smoking premises;
- failing to display warning notices in no-smoking premises.

Renfrewshire Council Corporate Policy on Tobacco Control of Smoking at Work (2004) was introduced to control smoking at work in all Council premises and vehicles and, create a smoke free environment for everyone who works, visits or lives within council premises.

In January 2010 the Tobacco and Primary Medical Services (Scotland) Act was passed by the Scottish Parliament. The Act introduced measures to prevent young people from starting to smoke. A young person needs to be 18 to buy tobacco. It is illegal for shops and supermarkets to sell any tobacco products in Scotland to anyone under the age of 18. It is illegal for anyone under 18 to buy or attempt to buy any tobacco products. This is to try and reduce the number of people exposed to smoking related diseases and to bring the law in line with alcohol. If a police officer suspects that you are under 18 and in possession of cigarettes, tobacco or cigarette papers in a public place then they can confiscate them.

Smoke Free Care Placements

In an ideal world, children and young people in care would only be placed in smoke-free homes. At present current guidance and expectations are that at no time will foster carers smoke in front of the children they are caring for. Carers are also expected to refrain from smoking within their own homes and their cars at all times. If a parent raises the issue of the child being placed in a smoking environment, then the fostering and adoption team would respect their wishes and place a child in a non smoking environment. Where necessary the fostering and adoption team can arrange the appropriate support for carers who want to stop smoking and sign post them to agencies who can support this. We acknowledge that expecting all foster carers who currently smoke to instantaneously give up is not realistic, and we also acknowledge that some foster carers who smoke have recognised sufficiently the needs of the children and young people for whom they care and are already minimising the impact of their smoking on the children that they foster (Adapted from Foster Carers and Smoking Policy Paper, The Fostering Network, 2007)⁴. It must be acknowledged that there is significant pressures on agencies seeking to recruit foster carers. Renfrewshire Council has to balance the needs of children against the profile of foster carers available. Many excellent foster carers smoke. While the long term welfare of the child is paramount and the risks of passive smoking to children are well established, smoking status is not necessarily an indicator of parenting skills.

Children and young people should be provided with a positive, smoke free environment to promote a healthy lifestyle and we are working towards a position where no looked after and accommodated child will be exposed to living in a smoking household. Foster carers, Residential staff, Social Workers and primary health care services including the Looked After and Accommodated Children's (LAAC) nurse can play an important role in preventing young people from taking up smoking and encouraging them to stop, by providing clear rules and guidance around smoking and setting a positive example by not smoking in front of them.

Equality and Diversity

This policy is underpinned by and is fully compliant with the Equality Act 2010.

1. STAFF AND CARERS AS ROLE MODELS

1.1 RESPONSIBILITIES OF STAFF AND CARERS

- 1.1.1 All staff (including residential workers, LAAC nurses and social work staff) and foster carers should be aware that they act as influential role models and are important sources of information and advice for children and young people.
- 1.1.2 Staff and carers will not smoke in front of children and young people.
- 1.1.3 All staff employed by Renfrewshire Council should adhere to the Renfrewshire Council Corporate Policy on Tobacco Control of Smoking at Work (2004).
- 1.1.4 When transporting children and young people, staff and carers will ensure all vehicles are smoke free at all times.
- 1.1.5 It is important that staff and foster carers openly discuss and promote the benefits of not smoking and give positive messages to children and young people about not smoking.
- 1.1.6 Staff and foster carers will never use cigarettes as a reward or incentive for children and young people who they care for.
- 1.1.7 Young people aged under 18 years should not have access to cigarettes. If any young person of this age is provided with cigarettes by the birth family, the social worker should be informed and this will then be discussed with the family.

1.2 RESPONSIBILITIES OF THE CHILD/YOUNG PERSON'S NAMED SOCIAL WORKER

- 1.2.1 The named social worker will not advocate any child/young person smoking and will discuss smoking issues with them. Throughout the care period, the named social worker will encourage and support children/young people who smoke to stop smoking and or access stop smoking services.
- 1.2.2 Children/young people whose birth parents wish them to be placed in a non-smoking household should not be placed with carers who smoke, where reasonably practicable. The named social worker will link with the fostering and adoption team to discuss the family wishes in relation to smoking.
- 1.2.3 On admission to the care placement and subsequent placement changes, the young person's smoking status will be established by the named social worker and shared appropriately.
- 1.2.4 With consent of the young person, the birth family will be informed of the young person's smoking status by the named social worker.

- 1.2.5 The named social worker will ask the birth parents (with parental rights) to sign a 'Smoke Free Agreement' when the young person is admitted to the placement. This will state that the placement is smoke free, and will ask the birth family not to advocate the young person smoking, not to supply the young person with cigarettes or money for cigarettes, and to try and encourage the young person to stop smoking.
- 1.2.6 During contact between the birth parents and children/young people, the named social worker should advise parents not to smoke in the presence of the child/young person. For contact taking place in social work premises, smoking by birth parents is not acceptable.
- 1.2.7 The named social worker will refer children/ young people who are involved in risk taking behaviour due to nicotine addiction but do not want to stop smoking to the Renfrewshire Smoking Cessation Service.
- 1.2.8 The named social worker will support and action the comprehensive health assessment (CHA) recommendations provided by the LAAC Health Team.
- 1.2.9 The named social worker will ensure the health action plan from the LAAC Health Nurse is incorporated into the child/young person's Integrated Assessment Framework (IAF) action plan.
- 1.2.10 For children/young people who smoke, this will be discussed at all Looked After Reviews.

2. CHILDREN AND YOUNG PEOPLE

2.1 LISTENING TO CHILDREN AND YOUNG PEOPLE

- 2.1.1 Children/young people should be protected from the adverse effects of smoking and passive smoke, and should be provided with a smoke free environment at all times.
- 2.1.2 Communication between staff, carers and children/young people about attitudes to smoking is essential. Asking children/young people their views on smoking issues will be an integral part of everyday care.
- 2.1.3 Care placements in partnership with children/young people in their care will have a 'smoke free agreement' or 'house routine'. This can be an effective way of avoiding conflicts over smoking.
- 2.1.4 Information on the negative effects of smoking should be available in all care placements for children/ young people, staff and carers.

2.2 PREVENTING CHILDREN AND YOUNG PEOPLE FROM STARTING TO SMOKE

- 2.2.1 Children/young people should have access to health information sessions within educational establishments.
- 2.2.2 Staff and carers will openly discuss the benefits of being a non smoker with children/ young people in order to decrease the likelihood of children/ young people taking up smoking and thus becoming habitual, lifelong smokers.
- 2.2.3 Staff and carers will not allow children and young people to smoke and will highlight the dangers of being exposed to second hand smoke.
- 2.2.4 Children/young people will be encouraged by staff and carers to participate in extracurricular activities, e.g. exercise, youth clubs, after school clubs etc.
- 2.2.5 Children/young people are offered Comprehensive Health Assessments by the LAAC Health Team and discussion on the effects of smoking is a component of this. Children/ young people will be offered health promotion literature on the negative and harmful effects of smoking by the LAAC Health Team.

2.3 CHILDREN AND YOUNG PEOPLE WHO SMOKE

- 2.3.1 The legal age for purchasing cigarettes is now 18, therefore staff and carers will never purchase or supply cigarettes for children or young people.
- 2.3.2 Children/ young people who smoke will be advised of the placement being Smokefree.
- 2.3.3 Children/young people who smoke will be advised that this information will be shared with relevant parties.
- 2.3.4 It is not acceptable for children/young people who smoke to encourage any other child or young person to try or commence smoking.

3. RESIDENTIAL SERVICES

3.1 RESPONSIBILITIES OF RESIDENTIAL HOUSE STAFF

- 3.1.1 All applicants for residential house posts will be informed of the Renfrewshire Council Corporate Policy on Tobacco Control of Smoking at Work (2004) and the Smoke Free Care Placements Policy for Renfrewshire Council's Looked After and Accommodated Children & Young People (2015).
- 3.1.2 Successful applicants will be given an opportunity to discuss smoking habits as part of their induction. If appropriate, they will also be offered information on local smoking cessation services and informed about this policy and the possible implications.
- 3.1.3 All residential house staff will adhere to Renfrewshire Council's Smoke Free Care Placements Policy for Renfrewshire Council's Looked After and Accommodated Children & Young People (2015). The policy states:
- Managers and supervisors are responsible for enforcing the Smoke Free Workplace procedure
 - Regular inspection should be carried out by each house
 - Smoking is not permitted during working time
 - Staff will not be seen smoking by young people
 - Staff should be seen as positive role models for young people
- 3.1.4 Residential house staff will not smoke in front of children/ young people at any time, or carry smoking accessories e.g. lighters, cigarette packets etc on their person whilst on duty; these must be stored securely at all times.
- 3.1.5 The house manager and senior residential workers will be responsible for monitoring the effectiveness of this policy.
- 3.1.6 On admission to the residential house, residential staff will establish and document if a child/ young person is a current smoker or non smoker, and if the young person consents the birth parents will be made aware of the young person's smoking status.
- 3.1.7 Children/ young people will be informed by residential staff that the house is a smokefree area and staff will continue to promote smokefree grounds.
- 3.1.8 Historically in residential houses, providing young people with cigarettes was seen as a method to calm a young person down during times of crisis. However, due to updated knowledge of the effects of smoking on young people's health, residential house staff will not use cigarettes as a means of pacifying a young person. Residential House Managers will ensure all residential house staff are trained and refreshed in de-escalation of crisis.
- 3.1.9 House managers and senior residential workers will ensure the risk assessment for children/ young people who smoke is completed in conjunction with the individual crisis management plan and care plan on admission to the placement and reviewed regularly as considered appropriate.

3.1.10 Where there is evidence of children/ young people smoking, strategies should be in place to challenge and actively discourage this. Strategies will include:

- Removal of any visible smoking accessories from the young person's bedroom
- Encourage young people to reflect on smoking risks
- Risk assessment
- Health education
- Discussion with Scottish Fire and Rescue
- Development of an alternative approach to calm a young person during times of crisis
- Consider referral to smoke-free services

4. FOSTERING AND ADOPTION SERVICES

(applies to all foster carers, specific respite carers and general respite carers)

4.1 RECRUITMENT OF FOSTER CARERS

- 4.1.1 People who smoke will not be denied the opportunity to become foster carers. In processing their enquiries there will be an emphasis on education about the implications of smoking and passive smoke for children and young people, and the importance of smoking cessation.
- 4.1.2 Information about smoking habits within the household will be requested from enquirers when they make their initial enquiry.
- 4.1.3 Enquirers will be informed about the Smoke Free Care Placements Policy for Renfrewshire Council's Looked After and Accommodated Children & Young People (2015) and the possible implications for the resource they wish to offer.
- 4.1.4 Enquirers who proceed with their enquiry will be asked to provide further information about their health and lifestyle prior to being invited to make a formal application. This includes information about smoking habits. Smokers will be advised about smoking cessation services and encouraged to make use of them.
- 4.1.5 When a formal application has been accepted and allocated to a social worker for assessment, the applicants will be required to undergo a health assessment which includes information about smoking habits. This will be forwarded to the agency medical adviser who will comment on the suitability of the applicant and give advice about relevant health and lifestyle issues.
- 4.1.6 The social worker will carry out an assessment of smoking habits and attitudes to smoking within the household. This will be required for all households, including non-smoking households who may have visitors who smoke.
- 4.1.7 All applicants will be expected to have a 'house routine' (a smoking policy) in place for their household which includes their expectations of visitors and is consistent with Section 1 of this document. Applicants will need to evidence how they manage smoking within the home, in vehicles and elsewhere when accompanied by children.
- 4.1.8 When making their recommendation to the Fostering Panel, the assessing social worker will give due consideration to the following:
 - The extent of smoking within the household
 - Progress with smoking cessation
 - The assessment of smoking habits and attitudes, with particular reference to the resource being offered by the applicants
 - Management of smoking within the household, including visitors to the home
 - Management of smoking in vehicles
 - Management of smoking outside the home when accompanied by children and young people

- Their commitment to observe the standards set out in Section 1.1 of this document.

4.2 APPROVAL OF FOSTER CARERS

- 4.2.1 Applicants who smoke will not be considered by the Fostering Panel to care for children under the age of 5.
- 4.2.2 When making their recommendation to the Agency Decision Maker, the Fostering Panel will give due consideration to the factors listed under 4.1.8.
- 4.2.3 In making their decision, the Agency Decision Maker will give due consideration to the factors listed under 4.1.8.

4.3 PLACING CHILDREN AND YOUNG PEOPLE IN FOSTER PLACEMENTS

- 4.3.1 When placing children/ young people in foster care, consideration will be given to the rights of children to be protected from the harmful effects of smoke, and the need to discourage them from either developing or persisting with a smoking habit.
- 4.3.2 If a child's health condition is known at time of placement then children with the following conditions, wherever possible, will not be placed with carers who smoke:
 - Disabilities which limit their ability to play outside
 - Respiratory problems such as asthma
 - Heart disease
 - Glue ear
 - Any other condition as advised by the medical adviser
- 4.3.3 Children/ young people who are old enough to express a preference and who wish to be placed in a non-smoking household should not be placed with carers who smoke.
- 4.3.4 Where carers who are smokers apply to change their status in order to adopt or permanently foster a child in their care, consideration will be given to whether it is in the best interests of the child or young person to remain long-term in a smoking household.
- 4.3.5 If a birth parent expresses a preference for their child to be placed in a non smoking household this request will be complied with.

4.4 ROLE OF THE SUPERVISING WORKER

- 4.4.1 Supervising workers who smoke will adhere to the Renfrewshire Council Corporate Policy on Tobacco Control of Smoking at Work (2004).
- 4.4.2 The supervising worker for carers who smoke will continue to monitor the factors under 4.1.8.

4.5 FOSTER CARER REVIEWS

- 4.5.1 The National Care standards require that all foster carers are reviewed annually.

- 4.5.2 A full health assessment will be required every second year, and update assessments in the intervening year. Comment and advice from the Agency Medical Adviser about health and lifestyle issues such as smoking will be considered at the foster carer review.
- 4.5.3 The foster carer review will consider the factors under 4.1.8, and will take them into consideration in making recommendations about continuation or changes of approval.

5. ADOPTION

- 5.1 People who smoke or who live in households with others who smoke, will not be denied the opportunity to make enquiries about adopting a child. In processing their enquiries, there will be an emphasis on education about the implications of smoking and passive smoking for children and young people and the importance of smoking cessation.
- 5.2 Information about smoking habits within the household will be requested from enquirers when they make their initial enquiry.
- 5.3 Enquirers will be informed about the Renfrewshire Council Corporate Policy on Tobacco Control of Smoking at Work (2004), the Smoke Free Care Placements Policy for Looked After and Accommodated Children and Young People (2015) and the possible implications for the resource they wish to offer.
- 5.4 Enquirers from smoking households will be asked to provide further information for the agency medical adviser about their health and lifestyle, including smoking habits. They will be advised to link with local stop smoking services that are available and encouraged to access these.
- 5.5 As a general rule, formal applications will not be accepted from enquirers from smoking households in respect of the adoption of children 0 – 5 years, or children/ young people with any of the following medical conditions:
- Disabilities which limit their ability to play outside
 - Respiratory problems such as asthma
 - Heart disease
 - Glue ear
 - Any other condition as advised by the medical adviser

However, each case will be considered on its own merit.

Stop Smoking Information

For details on the free stop smoking services in your area which can provide face to face support for stopping smoking call:

Smokeline
0800 84 84 84

Smokeline also offers access to specialist counsellors who can talk you through the process of stopping smoking and help with any problems you might have while giving up.

Renfrewshire Smokfree Services which offer services for adults and young People at:

Renfrewshire Community Health Partnership

NHS Greater Glasgow & Clyde

Smokefree Services

Old Johnstone Clinic

1 Ludovic Square

Johnstone

PA5 8EE

Tele: 01505 821316

References

- ¹ *The Scottish Government, (2013), Creating A Tobacco Free Generation: A Tobacco Control Strategy For Scotland.*
- ² *Scottish Schools Adolescent Lifestyle and Substance Use Survey: Salsus 2010.*
- ³ Office for National Statistics. 2012. General Lifestyle Survey Overview: A report on the 2010 General Lifestyle Survey.
Newport: Office for National Statistics
(<http://www.ons.gov.uk/ons/rel/ghs/general-lifestyle-survey/2010/general-lifestyle-survey-overview-report-2010.pdf>)
- ⁴ The Fostering Network, (2007), *Foster Carers and Smoking: Policy Paper.*

Renfrewshire Council - Social Work Services

Equality and Human Rights Impact Assessment (EQHRIA) –Smoke Free Care Placements Policy For Renfrewshire Council’s Looked After and Accommodated Children and Young People.

Relating To: Smoke Free Care Placements Policy for Renfrewshire Council’s Looked After and Accommodated Children and Young People
Presented To: Social Work Health and Wellbeing Board
On: 19 January 2016
Report By: Director of Children’s Services

1. Introduction

This report details the results of the Equality and Human Rights Impact Assessment (EQHRIA) undertaken on the proposals relevant to the Smoke Free Care Placements Policy for Renfrewshire Council’s Looked After and Accommodated Children and Young People. This document should be read in conjunction with the accompanying report to the Social Work Health and Wellbeing Board presented for approval on 19 January 2016.

No negative impacts on equality groups or potential infringement of individual’s human rights have been identified as arising from the proposed implementation of the Smoke Free Care Placements policy for Renfrewshire Council’s Looked after and accommodated Children and Young People. Ongoing monitoring and evaluation will be required to be undertaken if the Policy is approved and this will include any further assessment of any impacts on equality and human rights, which will be reported as appropriate.

2. Overview

Research has revealed that Looked After and Accommodated Children not only have poorer health and social outcomes than their peers but are less likely to have their health monitored or access the service they require (Scott and Hill 2006). Smoking and exposure to second hand smoke is a major issue affecting many young people within Looked After and Accommodated Children (LAAC) settings across Scotland. Research within Scotland reveals a 16-29% smoking prevalence amongst children in foster care and 67-75% smoking prevalence amongst children in residential and leaving care services (Ridley 2001 Ridley 2003, Scottish Executive 2004, NHSGGC & GGC 2009).

The Scottish Directors of Public Health group has identified the health needs of Looked After and Accommodated Young People as a national priority. This is reflected in the 2013 Scottish Government tobacco control strategy: Creating a Tobacco-free Generation, which has specific prevention actions, geared towards protecting vulnerable young people, in particular Looked After and Accommodated Young people and young offenders. Two recent ScotPHN needs assessments carried out in response to this underlined how little we actually know of the health needs of this group and the challenges facing them (Lachlan et al 2011; Scott et al 2013). A literature review conducted for the Glasgow Centre for Population Health (GCPH) has also shown that very few studies have explored the physical or mental health of LACYP. The prevalence of specific conditions varies considerably between the studies; they also lack comparisons with children and young people who are not looked after and the measures used lack consistency (Scott et al 2012). The review also found that studies examining health behaviours had similar limitations and also highlighted several

important unanswered questions e.g. after controlling for deprivation, what health needs are associated with being looked after and do health problems differ by reason for care or care setting.

Wider context

ASH Scotland, The British Association for Adoption and Fostering (BAAF) and the Fostering Network have all published recommendations concerning smoking in care placements. They agree that formal written tobacco policies should be developed for all care placements, children and young people should be discouraged from smoking by their carers and tobacco awareness education and training should be provided. Within Scotland there is no national policy regarding smoking and care placements. Instead the issue of placing children in smoking households is left to the discretion of the Local Authority.

Local Context:

In 2010 the proportion of 13 year olds in Renfrewshire who smoked regularly was higher than the national average - 6% in Renfrewshire compared with 3% nationally. Compared with 2006 there has been an increase in the proportion of 13 year olds who are regular smokers from 3% in 2006. 16% of 15 year olds were regular smokers which is not statistically different to the national average.

In order to support young people to make decisions about tobacco use and other health behaviours, we also need to support those around them. It is important that parents, carers and key professionals, such as those working with looked after children, have the right information about smoking harms. In recognition of this a Smoke Free Care Placements policy for Looked After and Accommodated Children has been developed. The policy aims to ensure that Looked After and Accommodated Children and Young People are provided with smoke free environments and positive role models by outlining the roles and responsibilities of staff, carers and the young people.

3. Evidence of assessment

3.1 Summary of Evidence

In considering the impact of implementing the Smoke Free Care Placements Policy on Equality and Human Rights, evidence was collected by desk research into local and national policy and practice, local and national demographics and service user data, and by conducting focused group discussions and questionnaires with consultees to get views on the proposed Policy and build on learning from feedback and experiences. The programme has included:

- Meetings with staff
- Focus group held with foster carers
- Focus group session with Young Champions Board representatives
- Electronic copy of the policy distributed to Corporate Health and Safety officers and to managers at various levels within child care services, including health colleagues.
- Independent consultation undertaken by advocacy service with young people.
- Meeting and discussion with Legal Services.
- Consultation with Union

Further details of evidentiary sources and consultation groups can be found below:

3.2 Evidence Sources:

- **Internal:**
Renfrewshire Council's Corporate Policy on Tobacco Control of Smoking at Work,

Renfrewshire Council's Guide for Assessing Equality and Human Rights Impacts,

Social Work service user data,

Report: Smoke Free Care Placements for Renfrewshire Local Authority Looked After and Accommodated Children (LAAC) (2010)

- **Partnership:**

Working Group: reports, e-mails and minutes,

Operational Staff including Service Manager, staff from Renfrewshire Community Health Partnership, Principal Officers and Head of Service

- **External:**

The Fostering Network, (2007), *Foster Carers and Smoking: Policy Paper*

The Scottish Government, (2013), *Creating A Tobacco Free Generation: A Tobacco Control Strategy For Scotland*.

Building Momentum for Change: Report of the Director of Public Health on Population Health in NHS Greater Glasgow and Clyde 2013-2015,

Scottish Schools Adolescent Lifestyle and Substance Use Survey: *Salsus 2010*.

The Youth Commission on Smoking Prevention's final report to the Scottish Government (2014),

ASH Scotland. Report on the mapping of existing tobacco control policies within looked after and accommodated children and young people (LAACYP) services in Scotland.

- **Consultation Groups:**

Voluntary Organisations (Who Cares, Barnardos)

Health and Social Partnership Health Improvement Team

Service users

Staff

Carers

Families

Other agencies

Young People

Union

Summary of findings from consultation

From formal consultation and group meetings suggestions for improvements mainly focused on training, awareness of where to go for support in managing/reducing smoking (i.e. cessation services) and there was some recognition that there are limits to the influence carers can bring to bear and that too many restrictions might lead to other risks. A number of the young people felt that a significant proportion of the policy was already in practice within their placements however were concerned that if a young person smokes, this will be discussed at their Looked After and Accommodated Child review.

The staff briefings and focus groups held provided an opportunity for staff within the Houses to discuss views on the potential impacts of the Policy and how this could be implemented in all Houses. Staff spoke positively about the implementation of the policy.

All of these responses have been passed to the service manager to inform service improvement activities going forward.

3.3 Impacts relevant to human rights and the general equality duty

The sessions held with Young People were facilitated by experienced professionals using a questionnaire developed for this purpose. The questionnaire was structured to allow for the views of the young people to be reflected on and drew out the main themes from the policy taking into account the human rights aspect of any potential change and the aspects of equality the changes may impact upon.

3.3.1 General Equality Duty – Eliminating unlawful discrimination.

The evidence was considered to ensure that the decision taken would not lead to discrimination, harassment or victimisation. It was also considered whether it might result in less favourable treatment for particular equality groups or give rise to indirect discrimination. It was felt that the main issue for consideration was whether the decision taken would impact adversely on the human rights afforded to Looked After and Accommodate Children and Young People, and their family members/carer representatives, staff and where such adverse impact was noted, whether anything further could be done to minimise this impact.

Significant progress has been made in recent years to shift cultural attitudes to smoking. Renfrewshire Council's Corporate Policy on Tobacco Control of Smoking at Work (2004) currently applies to all Local Authority residential care placements in Renfrewshire and under this policy smoking is not permitted in any Council control workspace, including Council owned or operated vehicles. Some Council controlled outdoor areas must also be smoke free and the introduction of Scotland's smoke-free public places legislation in 2006 has also played an important role in reducing children's exposure to smoking behaviours and to second hand smoke and contributes to eliminating discrimination, striving for fairness and proportionality across all care groups. In addition the 2013 Scottish Government tobacco control strategy: Creating a Tobacco-free Generation has specific prevention actions geared towards protecting vulnerable young people, in particular Looked After and Accommodated children and Young People.

3.3.2 General Equality Duty - Advancing Equality of Opportunity

Group sessions and focus groups were also held as it was felt that these types of sessions supported the communication of shared views and experiences. A minute was circulated to all foster carers detailing the consultation process and responses from the focus group session and information recorded from the group sessions with Young people was also disseminated to the Children's Champions Board.

3.3.3 General Equality Duty – Fostering Good Relations

The preparation process involved engagement with Looked After and Accommodated Children and Young People, families, carers, Trade Union Unison, staff and other agencies in order to provide a clear framework for people to understand that smoking is a leading cause of health inequalities, preventable illness and premature death. The consultation programme allowed the Service to highlight the importance of ensuring that Looked After and Accommodated Children and Young People are provided with positive role models and smoke free environments to promote health and health lifestyles.

3.3.4 Human Rights

As outlined above, the programme of consultations indicates that overall people were supportive of the policy and a number of young people felt that a significant proportion of the policy was already in practice within their respective placements.

Several of the young people expressed concerns that if a young person smoked then this would become a focal point of discussion at their LAAC review, however this could be partly mitigated if young people were given a chance to look at all health issues, and then it is their right to decide if they want to stop smoking and what support they require.

Suggestions for improvements were mainly focused on the information available regarding smoking cessation, although there was some recognition that there may be opportunity to explore this. The concerns that were raised by carers, young people and other agencies were considered in light of the right to privacy and family life, including the right for an individual's personal choice.

In terms of staff, a range of meetings and briefings were organised to provide information about the proposed options. These involved discussion and consideration of the potential impact around introducing a smoke free care placement policy. However, positive benefits were identified in terms of staff being seen as positive role models and Renfrewshire's Corporate Tobacco Control Smoking at Work Policy supports this approach and dovetails with the Smoke Free Care Placement Policy.

3.4 What (if any) changes to the policy or service will be undertaken as a result of the impact assessment

The impact assessment has not resulted in any changes to the implementation of the Policy at this time. This service will continue to monitor and review local arrangements, consulting as appropriate and developing recommendations outlined in the Policy such as smoke free agreements, providing tobacco awareness education and training and encouragement to attend smoking cessation support.

Justification for chosen option

Consultation with relevant stakeholders indicates that overall there are positive outcomes in implementing a Smoke Free Care placement policy for Renfrewshire's looked after and accommodated children and young people regarding health benefits, tackling inequalities and providing children and young people with the best possible start in life.

At 31 March 2014 statistics indicate that there are 722 looked after children in Renfrewshire. Over 60% of the looked after and accommodated children are between the ages of 5-15 and 18% are 16 and over. As of April 2015, teenagers in residential, foster or kinship care who turn 16 gain new rights to remain looked-after up to the age of 21, as well as extended entitlement to aftercare up to their 26th birthday. This will increase pressure to recruit and retain foster carers and having looked after and accommodated children and young people who are old enough to smoke legally will clearly have implications for tobacco policies. Currently there is no formal written policy recommending smokefree environments within Renfrewshire Local Authority foster care placements, nor a policy for placing children in homes with individuals who smoke. Implementing a policy would support not only our corporate parenting role but also protect this group from the dangers of tobacco and second hand smoke, as well as contributing to positive health promotion/behaviour.

3.5 Actions to mitigate and maximise impacts

Given the public duty to protect looked-after children there are indications that work is still needed to raise awareness of tobacco use and the impact of second-hand smoke at any level on young people. This could be extended to educating young people themselves as to how their smoking can affect others and should be combined with other substance misuse education, learning, prevention and cessation programmes, in order to reduce prevalence amongst young people themselves.

3.6 Further update upon implementation

The actual impact of future recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.

4. Conclusion

4.1 Outcome of the evidence gathered (key issues identified from analysis)

In line with feedback gained through the consultation programme, a report will be submitted to the Social Work Health & Wellbeing Policy Board Council on 19 January 2016, requesting that the Policy be implemented. Officers from the service have developed an action plan regarding possible training, substance misuse education, learning, prevention and cessation programmes.

4.2 Results of the consultation and involvement activities undertaken with customers/service users including protected characteristics

The consultation programme and the views of all stakeholders gathered throughout the process have fully informed the recommendations made to the Social Work Health and Wellbeing Board on 19 January 2016 and the proposals in relation to the action plan going forward.

The service will ensure continued consultation, communication and engagement with key stakeholders as part of this process.

4.3 Monitoring and review arrangements relevant to the implementation of policy and service delivery

As indicated above future recommendations and mitigating actions will be reviewed and monitored on a regular basis, reporting to relevant governance structures as and when appropriate.

To: Education and Children Policy Board

On: 10 March 2016

Report by: Director of Children's Services

Heading: School Holiday Arrangements School Session 2017 - 2018

1. Summary

- 1.1. The education and children policy board is asked to determine the pattern of school holiday arrangements for the school session beginning August 2017.
 - 1.2. In line with consultation arrangements, three possible proposals were circulated to staff, parent councils, pupil councils, teaching and other trade unions for consideration.
 - 1.3. In previous years each school, pupil council and parent council were each allocated one vote. Following consultation with trade unions it was agreed, to allow parity within the various sectors, that a weighting system based on the numbers of pupils in each school be applied. This will operate as a pilot for the 2017/18 holiday arrangements. It was agreed that for up to the first 100 pupils 1 vote would be applied, thereafter 1 vote for every subsequent 100 pupils. Pupil council and parent council's for each establishment would still maintain their previous allocation (illustrated in appendix 5).
 - 1.4. The outcome of this consultation exercise is attached as appendix 4 to this report.
 - 1.5. The school holiday proposal preferred by the majority of consultees is detailed in appendix 1 to this report with appendices 2 and 3 showing the holiday patterns less favoured.
-

2. Recommendations

- 2.1. Members of the education and children policy board are asked to authorise the director of children's services to set school holiday arrangements for academic year 2017/2018 in line with appendix 1 to this report.
- 2.2. Members of the education and children policy board are asked to note the implementation of the consultation weighting system as a pilot for the 2017/18 holiday arrangements.

3. Background

- 3.1. Each year the education and children policy board is asked to determine a framework for school holiday arrangements for the session beginning in August of the following year.
 - 3.2. Consultation has taken place with teaching and other unions, parent councils, pupil councils, head teachers and staff on three possible proposals. The preferred proposal is attached as appendix 1 to this report.
 - 3.3. The recommended arrangements attached are the best match possible to those being considered by neighbouring councils given the varying fair holiday arrangements.
 - 3.4. The proposed patterns meet, where possible, the majority of the desirable features which are:
 - aligning the dates of major holidays with those of neighbouring councils;
 - providing a two week break at Christmas, including Christmas eve;
 - providing a mid-term break in February; and
 - providing a two week school holiday in spring.
-

Implications of this report

1. Financial Implications

None.

2. HR and Organisational Development Implications

None.

3. Community Plan/Council Plan Implications

None.

4. Legal Implications

None.

5. Property/Assets Implications

None.

6. Information Technology Implications

None.

7. Equality and Human Rights Implications

The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because for example it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.

8. **Health and Safety Implications**
None.
9. **Procurement Implications**
None.
10. **Risk Implications**
None.
11. **Privacy Impact**
None.

List of Background Papers

- (a) Background Paper 1: Proposed School Holiday Arrangements – 2016/2017.

The foregoing background papers will be retained within children's services for inspection by the public for the prescribed period of four years from the date of the meeting. The contact officer within the service is (Alison Gallagher, Resources Manager, 0141 618 7240, alison.gallagher@renfrewshire.gov.uk)

*Children's Services
AG/MD/LG
16February 2016*

Author: Alison Gallagher, Resources Manager, 0141 618 7240,
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Renfrewshire Council			
			2 in-service days on return in August
			1 Day St Andrews Day
Proposed School Holiday Arrangements			Finish 20 December 2018
			2 Day February Break
2017/2018			Finish 27 June 2018
			Inservice days before holidays
Option A			
Term	Break	Dates of Attendance	
First		In-Service Day - Closed for Pupils Only	Friday 11 August 2017 (IS)
		In-Service Day - Closed for Pupils Only	Monday 14 August 2017 (IS)
		Schools Re-Open	Tuesday 15 August 2017
	Local Holiday/Closed	Schools Closed	Friday 22 September 2017
		Schools Closed	Monday 25 September 2017
		Schools Re-Open	Tuesday 26 September 2017
	Mid Term	In-Service Day - Closed for Pupils Only	Friday 13 October 2017 (IS)
		Schools Closed	Monday 16 October 2017
		Schools Closed	Tuesday 17 October 2017
		Schools Closed	Wednesday 18 October 2017
		Schools Closed	Thursday 19 October 2017
		Schools Closed	Friday 20 October 2017
		Schools Re-Open	Monday 23 October 2017
	St Andrew's Day	Schools Closed	Thursday 30 November 2017
		Schools Re-open	Friday 1 December 2017
	Christmas	Schools Closed	Thursday 21 December 2017
Second		Schools Closed	Friday 22 December 2017
		Schools Closed	Monday 25 December 2017
		Schools Closed	Tuesday 26 December 2017
		Schools Closed	Wednesday 27 December 2017
		Schools Closed	Thursday 28 December 2017
		Schools Closed	Friday 29 December 2017
		Schools Closed	Monday 1 January 2017
		Schools Closed	Tuesday 2 January 2017
		Schools Closed	Wednesday 3 January 2017
		Schools Re-Open	Thursday 4 January 2018
	Mid-Term	In-Service Day - Closed for Pupils Only	Friday 9 February 2018 (IS)
		Schools Closed	Monday 12 February 2018
		Schools Closed	Tuesday 13 February 2018
		Schools Re-Open	Wednesday 14 February 2018
	Spring	Schools Closed	Friday 30 March 2018
		Schools Closed	Monday 2 April 2018
		Schools Closed	Tuesday 3 April 2018
		Schools Closed	Wednesday 4 April 2018
		Schools Closed	Thursday 5 April 2018
		Schools Closed	Friday 6 April 2018
		Schools Closed	Monday 9 April 2018
		Schools Closed	Tuesday 10 April 2018
		Schools Closed	Wednesday 11 April 2018
		Schools Closed	Thursday 12 April 2018
		Schools Closed	Friday 13 April 2018
		Schools Re-Open	Monday 16 April 2018
Third	May Day	In-Service Day - Closed for Pupils Only	Friday 4 May 2018 (IS)
		Schools Closed	Monday 7 May 2018
		Schools Re-Open	Tuesday 8 May 2018
	Local Holiday/Closed	Schools Closed	Friday 25 May 2018
		Schools Closed	Monday 28 May 2018
		Schools Re-Open	Tuesday 29 May 2018
	End of session	Schools Closed	Thursday 28 June 2018
Teachers Return -		Monday 13 August 2018	
(IS) - In-Service Day			
In-Service Days		(Only Staff Attend on these days - No Pupils)	
	Friday	11/08/17	
	Monday	14/08/17	
	Friday	13/10/17	
	Friday	09/02/18	
	Friday	04/05/18	

Renfrewshire Council			
			2 in-service days on return in August
			Finish 20 December 2018
Proposed School Holiday Arrangements			2 Day February Break
			Finish 26 June 2018
2017/2018			Inservice days before holidays
Option B			
Term	Break	Dates of Attendance	
First		In-Service Day - Closed for Pupils Only	Friday 11 August 2017 (IS)
		In-Service Day - Closed for Pupils Only	Monday 14 August 2017 (IS)
		Schools Re-Open	Tuesday 15 August 2017
	Local Holiday/Closed	Schools Closed	Friday 22 September 2017
		Schools Closed	Monday 25 September 2017
		Schools Re-Open	Tuesday 26 September 2017
	Mid Term	In-Service Day - Closed for Pupils Only	Friday 13 October 2017 (IS)
		Schools Closed	Monday 16 October 2017
		Schools Closed	Tuesday 17 October 2017
		Schools Closed	Wednesday 18 October 2017
		Schools Closed	Thursday 19 October 2017
		Schools Closed	Friday 20 October 2017
		Schools Re-Open	Monday 23 October 2017
	Christmas	Schools Closed	Thursday 21 December 2017
		Schools Closed	Friday 22 December 2017
		Schools Closed	Monday 25 December 2017
		Schools Closed	Tuesday 26 December 2017
		Schools Closed	Wednesday 27 December 2017
		Schools Closed	Thursday 28 December 2017
		Schools Closed	Friday 29 December 2017
		Schools Closed	Monday 1 January 2017
		Schools Closed	Tuesday 2 January 2017
		Schools Closed	Wednesday 3 January 2017
		Schools Re-Open	Thursday 4 January 2018
Second			
	Mid-Term	In-Service Day - Closed for Pupils Only	Friday 9 February 2018 (IS)
		Schools Closed	Monday 12 February 2018
		Schools Closed	Tuesday 13 February 2018
		Schools Re-Open	Wednesday 14 February 2018
	Spring	Schools Closed	Friday 30 March 2018
		Schools Closed	Monday 2 April 2018
		Schools Closed	Tuesday 3 April 2018
		Schools Closed	Wednesday 4 April 2018
		Schools Closed	Thursday 5 April 2018
		Schools Closed	Friday 6 April 2018
		Schools Closed	Monday 9 April 2018
		Schools Closed	Tuesday 10 April 2018
		Schools Closed	Wednesday 11 April 2018
		Schools Closed	Thursday 12 April 2018
		Schools Closed	Friday 13 April 2018
		Schools Re-Open	Monday 16 April 2018
Third	May Day	In-Service Day - Closed for Pupils Only	Friday 4 May 2018 (IS)
		Schools Closed	Monday 7 May 2018
		Schools Re-Open	Tuesday 8 May 2018
	Local Holiday/Closed	Schools Closed	Friday 25 May 2018
		Schools Closed	Monday 28 May 2018
		Schools Re-Open	Tuesday 29 May 2018
	End of session	Schools Closed	Wednesday 27 June 2018
Teachers Return - Monday 13 August 2018			
(IS) - In-Service Day			
In-Service Days (Only Staff Attend on these days - No Pupils)			
	Friday	11/08/17	
	Monday	14/08/17	
	Friday	13/10/17	
	Friday	09/02/18	
	Friday	04/05/18	

Renfrewshire Council			
			2 in-service days on return in August
			1 Day St Andrews Day
Proposed School Holiday Arrangements			Finish 20 December 2018
			2 Day February Break
2017/2018			Finish 27 June 2018
			Inservice days after holidays
Option C			
Term	Break	Dates of Attendance	
First		In-Service Day - Closed for Pupils Only	Friday 11 August 2017 (IS)
		In-Service Day - Closed for Pupils Only	Monday 14 August 2017 (IS)
		Schools Re-Open	Tuesday 15 August 2017
	Local Holiday/Closed	Schools Closed	Friday 22 September 2017
		Schools Closed	Monday 25 September 2017
		Schools Re-Open	Tuesday 26 September 2017
	Mid Term	Schools Closed	Monday 16 October 2017
		Schools Closed	Tuesday 17 October 2017
		Schools Closed	Wednesday 18 October 2017
		Schools Closed	Thursday 19 October 2017
		Schools Closed	Friday 20 October 2017
		In-Service Day - Closed for Pupils Only	Monday 23 October 2017 (IS)
		Schools Re-Open	Tuesday 24 October 2017
	St Andrew's Day	Schools Closed	Thursday 30 November 2017
		Schools Re-open	Friday 1 December 2017
	Christmas	Schools Closed	Thursday 21 December 2017
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		Schools Closed	Monday 25 December 2017
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		Schools Closed	Friday 29 December 2017
		Schools Closed	Monday 1 January 2017
		Schools Closed	Tuesday 2 January 2017
		Schools Closed	Wednesday 3 January 2017
		Schools Re-Open	Thursday 4 January 2018
	Mid-Term	Schools Closed	Monday 12 February 2018
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		In-Service Day - Closed for Pupils Only	Wednesday 14 February 2018 (IS)
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		Schools Closed	Thursday 5 April 2018
		Schools Closed	Friday 6 April 2018
		Schools Closed	Monday 9 April 2018
		Schools Closed	Tuesday 10 April 2018
		Schools Closed	Wednesday 11 April 2018
		Schools Closed	Thursday 12 April 2018
		Schools Closed	Friday 13 April 2018
		Schools Re-Open	Monday 16 April 2018
Third	May Day	Schools Closed	Monday 7 May 2018
		In-Service Day - Closed for Pupils Only	Tuesday 8 May 2018 (IS)
		Schools Re-Open	Wednesday 9 May 2018
	Local Holiday/Closed	Schools Closed	Friday 25 May 2018
		Schools Closed	Monday 28 May 2018
		Schools Re-Open	Tuesday 29 May 2018
	End of session	Schools Closed	Thursday 28 June 2018
Teachers Return -		Monday 13 August 2018	
(IS) - In-Service Day			
In-Service Days		(Only Staff Attend on these days - No Pupils)	
	Friday	11/08/17	
	Monday	14/08/17	
	Monday	23/10/17	
	Wednesday	14/02/18	
	Tuesday	08/05/18	

Appendix 4

2017/18				Option A				Option B				Option C			
Sector	School	Roll	School Vote	School/ Pre5	Parent Council	Pupil Council	Total	School/ Pre5	Parent Council	Pupil Council	Total	School/ Pre5	Parent Council	Pupil Council	Total
Secondary	Castlehead High School	680	7		1	1	2				0	1			7
Secondary	Gleniffer High School	1166	12				0				0				0
Secondary	Gryffe High School	953	10	1	1		11				0				0
Secondary	Johnstone High School	938	9				0				0				0
Secondary	Linwood High School	422	4				0				0				0
Secondary	Paisley Grammar School	879	9				0				0				0
Secondary	Park Mains High School	1322	13				0				0				0
Secondary	Renfrew High School	800	8		1	1	2				0	1			8
Secondary	St Andrew's Academy	1348	13				0				0				0
Secondary	St Benedict's High School	661	7			1	1	1			7				0
Secondary	Trinity High School	784	8	1	1	1	10				0				0
Primary	Arkleston PS	327	3				0				0				0
Primary	Auchenlodment PS	192	2				0				0				0
Primary	Bargarran PS	251	3			1	1				0	1			4
Primary	Barsail PS	317	3	1		1	4		1		1				0
Primary	Bishopton PS	383	4				0				0				0
Primary	Brediland PS	285	3				0				0				0
Primary	Bridge of Weir PS	429	4				0				0		1		1
Primary	Bushes PS	344	3				0				0	1		1	5
Primary	Cochrane Castle PS	177	2				0				0	1	1		3
Primary	East Fulton PS	221	2				0				0				0
Primary	Fordbank PS	190	2				0				0				0
Primary	Gallowhill PS	245	2				0				0				0
Primary	Glencoats PS	239	2				0				0				0
Primary	Heriot PS	250	3				0				0				0
Primary	Houston PS	481	5	1		1	7				0				0
Primary	Howwood PS	111	1		1		1				0	1			1
Primary	Inchinnan PS	124	1				0				0	1		1	3
Primary	Kilbarchan PS	249	2				0				0	1		1	3
Primary	Kirklandneuk PS	426	4				0				0				0
Primary	Langbank PS	72	1				0				0	1		1	3
Primary	Langcraigs PS	280	3	1	1	1	5				0				0
Primary	Lochfield PS	241	2	1	1	1	4				0				0
Primary	Lochwinnoch PS	266	3				0				0				0
Primary	Mossvale PS	198	2				0				0				0
Primary	Newmains PS	376	4	1	1	1	6				0				0
Primary	Our Lady of Peace PS	226	2				0				0				0
Primary	Ralston PS	382	4				0				0	1		1	6
Primary	Rashielea PS	352	4				0				0				0
Primary	St Anne's PS	201	2			1	1				0	1		1	3
Primary	St Anthony's PS	192	2		1	1	2				0				0
Primary	St Catherine's	162	2				0				0				0
Primary	St Charles' PS	380	4				0				0				0
Primary	St David's PS	64	1	1	1		2			1	1				0
Primary	St Fergus' PS	126	1				0				0				0
Primary	St Fillan's PS	140	1				0				0	1		1	3
Primary	St James' PS - Pais	155	2				0		1		1	1		1	3
Primary	St James' PS - Ren	514	5	1	1	1	7				0				0
Primary	St John Bosco PS	166	2				0				0				0
Primary	St John Ogilvie PS	172	2	1	1		3			1	1				0
Primary	St Margaret's PS	215	2				0				0		1		1
Primary	St Mary's PS	250	3	1	1	1	5				0				0
Primary	St Paul's PS	152	2				0				0				0
Primary	St Peter's PS	242	2				0				0				0
Primary	Thorn PS	234	2				0				0				0
Primary	Todholm PS	382	4				0				0				0
Primary	Wallace PS	336	3			1	1				0				0
Primary	West PS	450	5		1	1	2	1			5				0
Primary	Williamsburgh PS	431	4				0				0				0
Primary	Woodlands PS	318	3				0				0				0
ASN	Clippens School	67	1				0				0				0
ASN	Kersland School	94	1				0				0				0
ASN	The Mary Russell School	203	2	1	1	1	4				0				0
Pre-5	Auchenlodment Nursery	N/A	N/A			N/A	0			N/A	0			N/A	0
Pre-5	Bridge of Weir Nursery	N/A	N/A			N/A	0			N/A	0			N/A	0
Pre-5	Bushes Nursery	N/A	N/A			N/A	0			N/A	0	1		N/A	1
Pre-5	East Fulton Nursery	N/A	N/A			N/A	0			N/A	0			N/A	0
Pre-5	Gallowhill Nursery	N/A	N/A			N/A	0			N/A	0			N/A	0
Pre-5	Heriot Nursery	N/A	N/A			N/A	0			N/A	0			N/A	0
Pre-5	Houston Nursery	N/A	N/A	1		N/A	1			N/A	0			N/A	0
Pre-5	Lochwinnoch Nursery	N/A	N/A			N/A	0			N/A	0			N/A	0
Pre-5	Mossvale Nursery	N/A	N/A			N/A	0			N/A	0			N/A	0
Pre-5	Our Lady of Peace Nursery	N/A	N/A			N/A	0			N/A	0			N/A	0
Pre-5	Ralston Nursery	N/A	N/A			N/A	0			N/A	0	1		N/A	1
Pre-5	St Anne's Nursery	N/A	N/A			N/A	0			N/A	0	1		N/A	1
Pre-5	St Catherine's Nursery	N/A	N/A			N/A	0			N/A	0			N/A	0
Pre-5	St Charles' Nursery	N/A	N/A			N/A	0			N/A	0			N/A	0
Pre-5	St John Bosco Nursery	N/A	N/A			N/A	0			N/A	0			N/A	0
Pre-5	St Margaret's Nursery	N/A	N/A			N/A	0			N/A	0			N/A	0
Pre-5	St Mary's Nursery	N/A	N/A	1		N/A	1			N/A	0			N/A	0
Pre-5	St Peter's Nursery	N/A	N/A			N/A	0			N/A	0			N/A	0
Pre-5	Todholm Nursery	N/A	N/A			N/A	0			N/A	0			N/A	0
Pre-5	Wallace Nursery	N/A	N/A			N/A	0			N/A	0	1		N/A	1
Pre-5	West Nursery	N/A	N/A			N/A	0	1		N/A	1			N/A	0
Pre-5	Williamsburgh Nursery	N/A	N/A			N/A	0			N/A	0			N/A	0
Pre-5	Douglas Street Pre-5 Centre	N/A	N/A			N/A	0			N/A	0			N/A	0
Pre-5	Ferguslie Pre-5 Centre	N/A	N/A			N/A	0			N/A	0			N/A	0
Pre-5	Foxlea Pre-5 Centre	N/A	N/A			N/A	0			N/A	0			N/A	0
Pre-5	Glenburn Pre-5 Centre	N/A	N/A			N/A	0			N/A	0			N/A	0
Pre-5	Glendee Pre-5 Centre	N/A	N/A			N/A	0			N/A	0			N/A	0
Pre-5	Glenfield Pre-5 Centre	N/A	N/A			N/A	0			N/A	0			N/A	0
Pre-5	Hollybush Pre-5 Centre	N/A	N/A			N/A	0		1	N/A	1	1		N/A	1
Pre-5	Hugh Smiley Pre-5 Centre	N/A	N/A			N/A	0			N/A	0			N/A	0
Pre-5	Moorpark Pre-5 Centre	N/A	N/A			N/A	0			N/A	0			N/A	0
Pre-5	Paisley Pre-5 Centre	N/A	N/A			N/A	0			N/A	0			N/A	0
Pre-5	Spateston Pre-5 Centre	N/A	N/A			N/A	0			N/A	0			N/A	0
Pre-5	West Johnstone Pre-5 Centre	N/A	N/A			N/A	0			N/A	0			N/A	0
OVERALL TOTALS					81		0		17		0		59		0

Pupil Numbers	School Vote	Pupil Council Vote	Parent Council Vote
Up to 100 pupils	1	1	1
101 - 200	2	1	1
201 - 300	3	1	1
301 - 400	4	1	1
401 - 500	5	1	1
501 - 600	6	1	1
601 - 700	7	1	1
701 - 800	8	1	1
801 - 900	9	1	1
901 – 1000	10	1	1
1001 – 1100	11	1	1
1101 - 1200	12	1	1
1201 – 1300	13	1	1
1301 – 1400	14	1	1
1401 – 1500	15	1	1
1501 - 1600	16	1	1

To: Education and Children Policy Board

On: 10 March 2016

Report by: Director of Children's Services

Heading: Voluntary Sector Grants 2016/17

1. Summary

- 1.1. The Education (Scotland) Act 1980 empowers the council, through children's services, to provide a range of grants to voluntary and independent organisations which provide or promote educational, social, cultural and recreational activities. This power is confirmed by the Local Government (Scotland) Act 1994.
 - 1.2. This report provides information on voluntary sector grant applications and makes a series of recommendations for grant support to voluntary and independent organisations for 2016/17.
 - 1.3. Acceptance of the recommendations contained within the report will result in £90,700 being disbursed from the total allocation.
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2. Recommendations

- 2.1. Members of the education and children policy board are asked to:
 - i) agree the recommendations as detailed in appendix 1 and 2; and
 - ii) note that all grants awards are subject to the council's conditions of grant scheme.
-

3. Background

- 3.1. The Education (Scotland) Act 1980 empowers the council, through children's services, to provide a range of grants to voluntary and independent organisations which provide or promote educational, social, cultural and recreational activities. This power is confirmed by the Local Government (Scotland) Act 1994.

- 3.2. The council in conjunction with planning partners continues to support and develop educational, cultural and leisure opportunities in Renfrewshire. This is primarily achieved through the work and support offered to community groups. The specific activities recommended for funding support the outcomes of Renfrewshire's Community Planning priorities.
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Implications of this report

1. Financial Implications

£90,700 will be disbursed during 2016/17 from the children's services budget.

2. HR and Organisational Development Implications

None.

3. Community Plan/Council Plan Implications

Children and Young People

- The provision of grants to local groups supports children and young people to develop skills to improve personal achievements.

Community Care, Health and Well-being

- The provision of grants to local groups recognises the key role individuals and groups make to community involvement and participation.

Empowering our Communities

- Local people will be encouraged to participate and engage with public services.

Greener

- The provision of grants to local groups supports social, educational, cultural and recreational activities which contribute to local sustainability.

Jobs and the Economy

- The provision of grants to local groups supports individuals and groups to develop skills to improve personal achievements.

Safer and Stronger

- The provision of grants to local groups contributes to the development of local communities.

4. Legal Implications

The Education (Scotland) Act 1980 empowers the council to provide a range of grants.

5. Property/Assets Implications

None.

6. Information Technology Implications

None.

7. **Equality and Human Rights Implications**
None
 8. **Health and Safety Implications**
None.
 9. **Procurement Implications**
None.
 10. **Risk Implications**
None.
 11. **Privacy Impact**
None.
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List of Background Papers

- (a) None

Children's Services
AC/MD/LG
19 February 2016

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Appendix 1

Grant Applicant	Purpose	Grant Awarded 16/17	Comment
Ferguslie Cricket Club	To partially fund the construction of a grounds mans garage and the purchase of ground machinery.	500	Conditions of grant met.
Meikleriggs Cricket Club	Our project aims to increase the number of people participating in regular sport within Renfrewshire and aims to address the reduction in people participating regularly in sport and active activity sessions.	500	Conditions of grant met.
Lamont Farm	An increase in the number of adults children visiting to enjoy the animal experience.	3000	This award will be held until the project successfully complies with the council's conditions of grant procedures.
Right to Dance	To provide a unique core programme of professionally delivered community dance classes and high quality community performances within Renfrewshire.	8000	Conditions of grant met.
YMCA (Paisley)	The purpose of the grant application is to assist in the overall running cost of the organisation.	3000	This award will be held until the project successfully complies with the council's conditions of grant procedures.
Girls Brigade (Renfrew Division)	To allow us to continue to rent halls/premises to hold Divisional Events and Training for Leaders and Girls	500	Conditions of grant met.
Glenburn Resource Centre	No comment	4000	This award will be held until the project successfully complies with the council's conditions of grant procedures.

Johnstone Castle Learning Centre	To provide regular youth work provision and adult education to the local community and beyond.	20000	This award will be held until the project successfully complies with the council's conditions of grant procedures.
Pace Theatre Company	To support the provision of a quality youth theatre in Renfrewshire	4000	Conditions of grant met.
Beechwood Community Centre	To run a successful community facility for all people, all ages, cultures, nationalities, abilities and disabilities.	33000	Conditions of grant met.
Kilbarchan Pipe Band	To upgrade our uniforms and require to purchase 120 shirts and 120 pairs of socks.	500	Conditions of grant met.
Paisley & District Bowling Club	To promote the sport of lawn bowls to all age groups in bowling clubs in the Paisley / Renfrewshire area.	100	Conditions of grant met.
Kelburne Hockey Club	Ensure access to participate in sport & lead an active, healthy lifestyle.	1000	Conditions of grant met.
Kilbarchan AAC	To form a partnership with Renfrewshire Council, Sportscotland and Scottish Athletics to develop athletics in Renfrewshire.	3000	Conditions of grant met. Project should explore sustainability processes.
Langcraigs Parent Council	To provide professional coaching for after school sports clubs for pupils of all ages within the school. (Active Schools).	0	Active schools are funded through Sportscotland to deliver these activities. Cost of the school day funds can also be used to support this activity.
Our Place Our Families	To keep up with the demand for our activities and programmes that we deliver to the community (Accountant and PC's)	1000	Conditions of grant met.

Renfrewshire Sports Network	(FAST Card) gives free access to sports facilities for training and development with 254 young athletes gaining the award with 60 youngsters in Scottish Training squads and eligible for a grant award which assists with equipment, training expenses and travel.	6000	Conditions of grant met.
Paisley & District School Football Association	The continuation of schools football into its second century	400	Conditions of grant met.
Boys Brigade (Paisley & District)	To provide suitable training including residential training for our senior boys seeking to attain their Queen's Badge the highest award in The Boys' Brigade.	500	Conditions of grant met.
Greensyde Carers	To advance the education of and promote the welfare of people with learning difficulties and of their carers in Renfrewshire	200	Conditions of grant met.
National Youth Orchestra of Scotland	To support students from Renfrewshire participating NYOS courses and concerts.	1500	Conditions of grant met.
West Region Scout Council	To support adult leader training costs related to safeguard training, Support for National Governing body qualifications required to lead Adventurous Activities.	500	This award will be held until the project successfully complies with the council's conditions of grant procedures.
Total Grant Awarded		£90,700	

Playscheme Travel Pass Applications 2016/17

Ref	Organisation	Purpose of Grant	Recommended Award 2015/16
TP001 *	Renfrew/Erskine Homelink	To support operation of playscheme	Travel passes only
TP002 *	Cherrie Children's Daycare	To support operation of playscheme	Travel passes only
TP003 *	Cairellot Playscheme	To support operation of playscheme	Travel passes only
TP004 *	Johnstone Out of School Service	To support operation of playscheme	Travel passes only
T5005 *	Jennyswell OSC – Todholm/Lochfield	To support operation of playscheme	Travel passes only
TP006 *	In Safe Hands Childcare	To support operation of playscheme	Travel passes and one freedom pass
TP007 *	Ralston Out of School Care	To support operation of playscheme	Travel passes and one freedom pass
TP008 *	Jennyswell – Lochfield	To support operation of playscheme	Travel passes only
TP009 *	"Schools Out Centre Limited - Barsail	To support operation of playscheme	Travel passes
TP010 *	"Schools Out Centre Limited" Bargarran	To support operation of playscheme	Travel passes
TP011 *	Foxbar Outreach Childcare Service	To support operation of playscheme	Travel passes only
TP012 *	Foxbar Out of School Club	To support operation of playscheme	Travel passes only
TP013 *	Flexible Learning Hub	To support operation of playscheme	Travel passes only
TP014	Momags Kids Club Ltd	To support operation of playscheme	Travel passes only
	Mini Monsters	To support operation of playscheme	Travel passes only

TP016 *	Linwood Community Childcare	To support operation of playscheme	Travel passes only
TP017 *	CK'S Out of School Care	To support operation of playscheme	Travel passes only
TP018*	Shortroods ASC	To support operation of playscheme	Travel passes only
TP019*	Ferguslie ASC	To support operation of playscheme	Travel passes only
TP020 *	Williamsburgh OSC	To support operation of playscheme	Travel passes only
TP021 *	Steel Rings Centre	To support operation of playscheme	Travel passes only
TP022 *	Crazy Capers Bushes	To support operation of playscheme	Travel passes only
TP023 *	Paisley/Johnstone/Linwood Homelink	To support operation of playscheme	Travel passes only
TP024 *	Child's Play Out of School Care	To support operation of playscheme	Travel passes only
TP025 *	Youth Services, Community Learning and Development,	To support operation of playscheme	Travel passes and one Freedom Passes
TP026 *	Mini-Monsters family club	To support operation of playscheme	Travel passes only
TP027*	Capability x 4 groups (Renfrewshire Playschemes) 2 freedom passes per group	To support operation of playscheme	Freedom passes
TP028*	Glenburn Go Zone	To support operation of playscheme	Travel passes only
TP029 *	Primary OSC	To support operation of playscheme	Travel passes and one Freedom Pass
TP030	3 Bears Linwood OSC	To support operation of playscheme	Travel passes only
TP031 *	3 Bears Renfrew	To support operation of playscheme	Travel passes only
TP032 *	Woodlands Out of School Care	To support operation of playscheme	Travel passes only
TP033 *	Glencoats Out of School Care	To support operation of playscheme	Travel passes

TP034	Klas Care CiC		To support operation of playscheme	Travel passes only
TP035	OSCARS Out of School Care		To support operation of playscheme	Travel passes only
TP036	Weans World Out of School		To support operation of playscheme	Travel passes only
TP037	RASCELS		To support operation of playscheme	Travel passes and one freedom pass
	Total			80 Travel & 15 Freedom passes

