

SWAP Audit - Use of Part Time Timetables

Lead Officer: Dave Farrow, Head of Outcomes and Sufficiency

Author: Dave Farrow, Head of Outcomes and Sufficiency

Contact Details: 01823 356258 dfarrow@somerset.gov.uk

Cabinet Member: Faye Purbrick

Division and Local Member: All

1. Summary

- 1.1. In December 2016 the Local authority agreed a Protocol setting out what was considered to be best practice in relation to the application of Part Time Timetables with school representatives through the Somerset Education Partnership Board (SEPB). This was considered necessary because of evidence of an increasing use of part time timetables in schools and the associated concerns in relation to the statutory compliance, safeguarding and educational achievement.

After a year in place it was considered appropriate to audit the arrangements set out in the Protocol to assess impact and compliance. The findings are set out in the Audit report which is attached as Appendix A.

2. Issues for consideration / Recommendations

- 2.1. The Audit report made a number of recommendations and these along details of action taken to date are set out in Appendix B to this paper.

3. Consultations undertaken

- 3.1. A first draft of a revised Protocol was considered by the SEPB at its meeting on the 11 July 2018. Feedback was provided which needed to be incorporated in to the Protocol which will be resubmitted to the SEPB meeting on the 11 October for final approval. The changes proposed did not affect the core principles of what we are trying to achieve but were more about clarity and use of language

4. Implications

- 4.1. The revised Protocol will provide additional protections to vulnerable pupils and ensure that schools have clarity about when the use of a Part Time Timetable is appropriate and what actions they need to take when applying one. It will also enable the Local Authority to provide greater challenge to schools where appropriate.

5. Background papers

- 5.1. None

Note For sight of individual background papers please contact the report author