



<http://schools.leicester.gov.uk>

Friday 2 October 2020

**For the attention of all Headteachers/Principals and Senior Leaders
All Schools, Academies, Independent Schools and Colleges**

***** Update from Sue Welford, Principal Education Officer**

Dear all

It was good to see so many of you at yesterday's KiT session. For those who were not able to attend we discussed staff access to the flu vaccination and the top-up funding/school census issue.

We continue to explore with the CCG as to whether flu jabs can be provided for school staff. In the meantime, it was suggested that those of you who already have arrangements in place should continue with these. This included using a private supplier or a local pharmacist.

You should by now have received via AnyComms+, a list of children who are in receipt of top-up funding. Please accept our apologies that this was so late. There was a timing conflict between using census to determine which children are on roll and the need for the top-up funding information to be included on census! The lists you have received include those children who were allocated to you through admissions process as well as those you have already on roll. Your office has been asked to let us know if you get information about a child who is not on your roll.

Positive cases have dropped slightly this week in schools. We know this from your online forms so please do keep us updated.

***** Reminder - Attendance reporting**

Early Years form:

We are still required to submit Early Years attendance to the DfE on a weekly basis. Schools who have early years children attending their nursery classes are reminded to complete the

[EY attendance reporting form](#) at the end of each week. Please share with your attendance leads.

Education settings status DfE form:

Please continue to [complete the DfE form](#). The information that it provides is used by the DfE to monitor attendance of all children, those with EHCP and those with social workers. It also flags to them where there are Covid cases and partial closures. The DfE use this to open up access to digital devices.

SEND – Special Schools Funding Formula Consultation

The council has begun a consultation to review funding arrangements for council-maintained special schools. We are proposing a change to funding formula methods and the aim of the proposal is to ensure a fair and equitable funding to meet pupil needs.

The special schools whose funding is being reviewed are: Ellesmere, Keyham Lodge, Millgate, Netherhall, Oaklands and West Gate. Children's Hospital School and Pupil Referral Units are not included in this review due to the specific nature of their provision. A single funding rate is not appropriate for Ash Field Academy pupils due to their much wider range of needs.

The funding has not been reviewed since 2014, and government policy changes means the council are no longer able to support the High Needs Block from its reserves. The consultation proposals seek to provide fair and equitable funding rates to meet pupil needs across our maintained special schools and the rates proposed are broadly comparable with those in other local authorities.

The [consultation is now open](#) on Leicester City Council's Citizen Portal and will be open until 13 November. Recommendations following consultation will be reported to the city council's Executive, special schools and the DfE.

Finance: Schools Autumn Outturn Statement 2020 (LA Maintained Schools)

Please share the following with your Business Managers and Bursars.

Under the Scheme for Financing Schools, Schools are required to provide a projection of their expected end of year financial situation in an Outturn Statement, once in the Autumn Term and once in the Spring Term.

The Autumn Outturn statement is now due and is required back electronically **by Friday 30 October**.

- [Visit the Schools' Extranet to find out more.](#)

📌 Frequently asked questions updated

Our FAQs have been updated to support schools:

Q. An employee has tested positive for covid and they self-isolate for 10 days and get the self-isolation certificate to cover the 10 days. At what point should they supply a fit note if they continue to be unwell with covid? After 7 days (as per our procedure) or after 10 days?

Q. What is the situation if a member of staff hasn't followed guidance and has been in contact with someone outside of their household who has symptoms or is awaiting Covid test results and the member of staff now needs to self-isolate. Should this be paid or unpaid. In this situation, would this also be considered as misconduct? .

Q. You have been informed that a member of staff who lives in Leicester City, has met with a friend from outside their household in their friend's garden. They knew the person they went to see was awaiting COVID test results. The employee now contacts the school and informs you that they need to self-isolate. What do you do?

To view the answers, visit: <https://schools.leicester.gov.uk/covid-19faqs>

📌 Video – testing your child for coronavirus

The Department of Health and Social Care have made a how to video on testing your child for coronavirus. This is for the throat and nose swab test.

- <https://www.youtube.com/watch?v=Xaw8DsF2lqc>

You may wish to share this with your school community.

📌 Keeping in touch sessions

We will be joined by Clare Mills from Public Health and by Pauline Killoran Head of SEND service.

Thursday 8 October 2pm to 3pm	Join Microsoft Teams Meeting Learn more about Teams Meeting options
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I'm sure you will have seen the latest information about remote education which the DfE published yesterday. Union colleagues had raised their concerns about teaching staff managing both remote and face-to-face education. We ask that schools are mindful of staff workload whilst providing the best learning opportunities for children. We will review

this further.

Have a good weekend,

A handwritten signature in black ink, appearing to read 'Sue Welford', with a horizontal line underneath.

Sue Welford
Principal Education Officer

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All updates can be viewed at: <https://schools.leicester.gov.uk/coronavirus>

If you have any queries regarding this bulletin please call 0116 454 1120.

Keep up to date with the latest information on COVID-19 through [Leicester City Council's Your Leicester newsletter](#). You can also follow us on [Twitter](#) and [Facebook](#)