

Behaviour Improvement Programme

department for
education and skills
creating opportunity, releasing potential, achieving excellence

Half-termly Implementation Report

1. LEA

SOUTHWARK

2. Date

3. Reporting period

Report period	Deadline for return of half termly report	Related period of activity	Please indicate which report this form relates to
Autumn Term 2002 (A)	18 October 2002	Start – 18 October 2002	
Autumn Term 2002 (B)	20 December 2002	19 October 2002 – 20 December 2002	X
Spring Term 2003 (A)	14 February 2003	21 December 2002 - 14 February 2003	
Spring Term 2003 (B)	17 April 2003	15 February 2003 - 17 April 2003	
Summer term 2003 (A)	23 May 2003	18 April 2003 – 23 May 2003	
Summer term 2003 (B)	25 July 2003	24 May 2003 – 25 July 2003	

4. Milestones planned in period of activity

Milestone	Planned date in approved plan	Anticipated date at last half termly report	Actual date met/ revised expected date	Reason for difference or rescheduling expected date (if more than 1 month)
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The establishment and operation of two BESTs

Joint (interdisciplinary) service level agreement on services to be represented, working protocols and training/induction for BEST teams.	September 2002			Initial meetings have been held. Service representation agreed. Some further work to be done on the development of working protocols.
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Each participating secondary school identifies 'base room' for BEST team	September 2002		December 2002	Some space issues still to be resolved with schools. Initial meeting space for January to be provided centrally by Atkins Education.
Project Steering group established	October 2002		First meeting held 16 October. Some additional members to be recruited.	Secondary Headteacher representative identified. Steering Group to be linked with steering group for Safer Schools Partnership.
Individual BEST team members identified by services	October 2002			Most now identified. Some recruitment still taking place.

Appointment of Lead Behaviour Professionals in school-based and LEA posts

Secondary Schools Lead Behaviour Professionals identified	September 2002		Three schools now have LBPs (in some cases the role is shared).	
Lead Behaviour Professionals identified	September 2002		The fourth school has appointed an Inclusion Manager to start in January. Part of her responsibility will be the LBP role.	
Induction/Training programme for Lead Behaviour Professionals	September to October 2002	May be a slight alternation in dates due to central training not beginning until Sept. 26	November to December 2002	The first two central training sessions have now taken place. Planning for the training programme for LBPs can now take place. Joint training with all LBPs has taken place. All Lead Behaviour Professionals have been issued with their training portfolio. Four training days booked for February.

Provision of two Learning Support Units

Preliminary discussions on LSU premises adaptation completed	September 2002	<ul style="list-style-type: none"> Initial discussion has taken place with two secondary schools regarding location/building works for the LSUs which are being funded. Walworth has identified an area on the lower school site. A feasibility study and building quotes have been organised by the school. The school has undertaken to manage the building process. Plans for the unit are currently being drawn up. The LSU at Aylwin is part of larger plans for development of the school site. 		
Outline premises adaptation costs agreed	September 2002			
Works programme agreed	October 2002			
Tender arrangements begun	October 2002			
LSU staffing establishment agreed	September 2002			
LSU recruitment adverts in press	September 2002			
LSU recruitment interviews	October 2002			

Audit and analysis of behaviour patterns

Form of Audit (e.g. BIPP) agreed	July 2002	Behaviour Audit Instrument being used with some modifications	Done	
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Behaviour Audits in targeted schools	September 2002		AMR 14 Oct. Kingsdale 4 Nov Aylwin 4 Nov Walworth 4 Nov Planning for audits within the target primary schools is under way.	Delays due to a combination of factors: <ul style="list-style-type: none"> • Time needed to make materials accessible for target audiences • Slow confirmation of LBPs in some schools • Agreeing suitable dates with schools Profiles completed in 3 out of four cases. Action plans to be drawn up with schools. One primary audit has been undertaken as a trial. School profile pending. Further primary audits to be planned in conjunction with School Improvement Division.
Behaviour Audits across the borough	November 2002			Likely to be led by School Improvement Division
Establishment, maintenance and application of a database				
Specification for database confirmed	October 2002		November 2002	Database has been developed.
The development of electronic registration and related response systems				
Specification for electronic registration development to be agreed with schools and BEST teams as part of work programme (see 1.7)	December 2002			All secondary schools already using electronic registration. Use to be monitored through EWAS representation on the BESTs.
Increased truancy patrols				
Specification for this element of the programme to be agreed with schools and BEST teams as part of work programme (see 1.7)	December 2003			
Appointment of named key workers for pupils 'at risk' under 13				
Audit (see 4.2) identifies broad scale and location of need	September 2002		December 2002	See audit above BESTs will be supporting schools in strengthening their approach to PSPs in order to ensure the identification of 'at risk' pupils and the allocation of appropriate key workers.
Lead Professionals (see 2.4) make proposals for approaches to staffing in each BEST group	October 2002		November 2002	Initial staffing for BESTs agreed. Some additional recruitment taking place.

Recruitment process begins	November 2002			
Provision for professional development				
Format for schools to submit CPD plans agreed by Lead professionals	October 2002			
Other Milestones				
Electronic registration	Planned date in approved plan	Anticipated date at last half termly report	Actual date met/ revised expected date	Reason for difference or rescheduling expected date (if more than 1 month)
Confirmation of systems to be purchased, cost and when in place				See above
Systems due in place				
5. Summary Report – Please provide a paragraph summarising progress since plan approval against the headings below				
Highlights				
Cluster 1	<ul style="list-style-type: none"> • Psychotherapy provision based in Beormund is in place. Initial feedback is positive. Protocol for access and availability by the BESTs if required needs developing. • Audit at Aylwin completed. Profile to be discussed with school and action plan drawn up. • Walworth audit is ongoing. • Plans have been drawn up for the LSU at Walworth. • Lead behaviour professionals identified in Walworth. (Shared role due to the nature of a split site school.) • Aylwin has recruited an Inclusion Manager who will fulfil the role of Lead Behaviour professional. Starting in January. Has been able to attend joint LBP training session. • Primary school heads are being visited to explore the best ways of taking things forward, and in particular discussing access routes for support from the BESTs. • BEST members have met together. • One primary school audit is under way. 			
Cluster 2	<ul style="list-style-type: none"> • Audit has been conducted in Archbishop Michael Ramsey. School profile completed. Action plan to be drawn up with the school. • Audit in Kingsdale completed. School profile pending. • Lead behaviour professionals have been identified in, Kingsdale, and Archbishop Michael Ramsey. • The development of alternative KS4 curriculum is being supported in Archbishop Michael Ramsey with the provision of accommodation and some staffing. • Primary school heads are being visited to explore the best ways of taking things forward, and in particular discussing access routes for support from the BESTs. • Support is being provided for the development of alternative KS4 curriculum at Kingsdale. 			
Cluster 3				
Cluster 4				

Emerging Issues/ Risks (please attach the latest copy of your risk/ issues register)			
Cluster 1	Changes to the standards fund allocations may impact on work if it leads to a reduction in other support already in place. BESTs may end up plugging those gaps.		
Cluster 2	Changes to the standards fund allocations may impact on work if it leads to a reduction in other support already in place. BESTs may end up plugging those gaps.		
Cluster 3			
Cluster 4			
Measures (please add others as applicable)			
BESTs	<ul style="list-style-type: none"> Initial meeting has been held. Positive response from all agencies involved. (Atkins Education, CAMHS, Police, EWAS, Schools) Space issues still to be resolved. Initial meeting space to be provided centrally. Some recruitment still taking place. 		
Police in schools			
LSUs			
Behaviour Audits	Four secondary and one primary audit completed or under way. The process has been well received by schools.		
Staff Training			
Alternative provision for all excludees from day 1 of exclusion	<p>Recruitment has taken place.</p> <p>Positive discussions regarding how current Atkins Education staffing can contribute to this process have taken place.</p> <p>Ongoing discussions are also taking place with external/voluntary sector providers.</p>		
Steering group			
Management			
6. Milestones planned in period of activity (please summarise and update your half termly monitoring)			
Milestone	Anticipated date at last funding request	Actual date met/ revised expected date	Reason for difference or rescheduling expected date (if more than 1 month)

7. Project Manager Verification			
Signed	John Robinson		
Position	Behaviour Support Service Manager		
Date	19/12/02		
8. Reviewer's Comments (for DfES use)			
Date received			
Conforms with approved plan	YES (<input type="checkbox"/>) NO (<input type="checkbox"/>)		
Risk register attached	YES (<input type="checkbox"/>) NO (<input type="checkbox"/>)		
Issues / further action required			
LEA notified of issues/ further action required?	YES (<input type="checkbox"/>) Date Notified (<input type="checkbox"/>)		
9. Further information needed/ action required (for DfES use)			
Action	By when	LEA informed (date)	Action delivered (date)