

Education Support Services

Shropshire Music Service

The Shropshire Music Service currently has 23.45 fte staff plus a number of casual employees. The service operates on a fully traded basis and the whole service is under consideration for transfer. Up to 25% of the service's funding – around £381k – is received in the form of Arts Council Grant. The balance of the funding is secured through service charges to schools and parents.

The key functions of the Shropshire Music Service include:

- Teaching children to play an instrument
- Classroom support for music education
- The provision of live music festivals in school, music workshops, instrumental recitals, and leadership, direction of school orchestras and other instrumental ensembles
- The provision of a wide range of county-wide ensemble activities:
 - support for gifted and talented young musicians through a range of activities
 - special playing days within discrete instrumental families (e.g. double reed day)
 - support for free lessons for looked after children and for children in receipt of free school meals
 - support for longer lessons for those who meet key criteria, showing progress, high attainment and involvement in ensemble opportunities with the service
 - provision of music support for pre-school children (e.g. a rolling programme of support for practitioners in partnership with the early years team)
 - provision of opportunities for children to perform in a range of instrumental and vocal ensembles and for parents and carers to see and hear them as part of a programme of public performance
 - provision of initiatives to support informal music making.

School Library Service

The School Library Service currently has 6.78 fte staff plus a number of casual employees. The service operates on a fully traded basis and the whole service is under consideration for transfer, including day to day management.

The service operates across both in Shropshire and Telford & Wrekin areas, supporting schools in progressing learning across the curriculum. Schools are able to buy-back annually into the core service at a variety of levels to meet their specific needs, with aspects available on a pay-as-you-use basis to offer increased flexibility.

The functions of the School Library Service include:

- Access to more than 250,000 books and learning resources
- Bespoke collections to support differentiated needs of schools
- 'Door to door' service for the delivery and collection of a wide range of library resources
- Telephone contact to support resource selection and planning

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- Access to discounts of between 20% and 27% on books through a national recognised provider of books for young people
- Access to an online bookshop with a range of the most recent publications displayed and regularly updated
- Access to a web-based catalogue of the service's available resources.

Schools IT Support Service

The Schools IT Support Services (SITSS) offers high quality advice and guidance to meet school's needs. The team has a wide range of experience in supporting schools and academies. The team is made up of experienced technicians who can provide advice on technical and SIMs based issues. The service is currently made up of 3.2 fte staff and operates on a fully traded basis.

The SITSS team key service features include:

- Tailored solutions for schools
- Hybrid cloud solution that allows you to retain your on-site infrastructure
- Training courses for hardware, software or Microsoft applications,
- Consultancy to schools to help team understand data, track trends, enhance schools use of SIMs to meet needs of staff
- Support for software, and hardware, for third party products installation, upgrade and maintenance,
- Access to additional pay as you go services such as onsite technical support, switch maintenance, online back-up service.

Schools Finance Service

The School's Finance Service currently has 7.4 fte staff and operates on a fully traded basis. The whole service is being considered for transition.

The service provides financial advice and operational support to schools, colleges and academies. They provide the link between the corporate financial systems and the day to day running of the school. The staff have excellent experience of operating within the education sector.

Some of the team's current service functions include:

- Monthly payroll reporting
- Account close-down
- Submission of Consistent Financial Reporting (CFR) to the Department for Education
- Financial forecasting
- Financial reporting and attendance for committees
- Financial analysis by department
- Providing end of year reporting
- Ad-hoc training events.

Information, Advice & Guidance

The Information, Advice and Guidance service has been subject to service redesign and restructure and the intention is for the majority of the service to transfer into ip& with a small retained staff to undertake the commissioning of services to meet the Council's statutory responsibilities, primarily in respect of special educational needs

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support, NEET activity and data tracking. The expectation is that the estimated number of staff transferring to ip&e will be 19.57 fte. The transferring staff will include management. The transferring budget has been disaggregated on this basis. The transferring team costs will be underwritten through buy-back from schools and colleges and commissioned support to meet the statutory obligations of the Council.

The service provides independent and impartial information, advice and guidance to schools and colleges to help young people make realistic, informed and aspirational decisions about their future. They support young people with their transition into education, employment or training and in reducing their barriers to participation, achievement and progression in line with the expectations of Raising the Participation Age. The statutory duty to provide independent and impartial careers advice for young people rests with schools and colleges.

The services offered include:

- One-to-one/group work sessions
- Interviews
- Undertaking/participating in careers and progression events eg options evenings
- A dedicated website and access to web-based resources
- A small scale work experience and safety/risk assessment checking service.

Education Access Service

The Education Access Service has been subject to service redesign and restructure and has been disaggregated with an element of the existing structure being retained within the Council, primarily to deliver the authority's statutory functions in respect of school attendance. The expectation is that the estimated number of staff transferring to ip&e will be 10.07 fte. The transferring staff will include management. The transferring budget has been disaggregated on this basis.

The transferring staff will provide traded services to schools and academies in Shropshire, as well as to both maintained schools and academies in Telford & Wrekin Council area. The Council will also potentially commission services from the transferred team to meet aspects of the statutory provision.

In respect of the traded services, the key functions include:

- Reviewing and monitoring of school registers
- Identification of patterns and trends in attendance
- Development and implementation of strategies to address targeted areas
- Advice and contribution to the strategic planning of attendance policy and procedures
- Pupil and family assessment procedures
- School attendance audits
- Mediation between families and schools
- Attendance at child protection, children in need and core group meetings
- Undertaking and advising on legal work relating to court proceedings
- Attending court when required.

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Governor Services

The Governor Support and Development Service has 5.50 fte staff plus a number of casual employees who provide clerking services to schools. The transferring staff will include management.

The service provides a range of options for school governing bodies from a full clerking service (electronic or paper based) through to an agenda advice service (with or without a local authority clerk). In addition governors can subscribe to new governor training and online distance learning via Modern Governor. Training and development opportunities for school governors are provided through the annual Education Improvement Service CPD programme.

The transferring team costs will be underwritten through buy-back from schools and commissioned support to meet the statutory obligations of the Council in respect of school governance.