

**REPORT TO: POLICY AND RESOURCE COMMITTEE – 21 FEBRUARY 2019**

**REPORT ON: CHILDREN AND FAMILIES SERVICE - SUPPORT STAFF- PROPOSED REDUCTION IN PRIMARY & EARLY YEARS ASSISTANTS, PUPIL SUPPORT WORKERS AND EDUCATION RESOURCE WORKERS.**

**REPORT BY: EXECUTIVE DIRECTOR OF CHILDREN AND FAMILIES**

**REPORT NO: 89-2019**

## **1.0 PURPOSE OF REPORT**

1.1 To inform the committee of the savings proposed for financial year 2019/20 regarding primary and secondary support staff – reduction of 13 FTE Primary and Early Years Assistants (PEYSA), 6 FTE Education Resource Workers (ERW) and 8 FTE Pupil Support Workers (PSW).

## **2.0 RECOMMENDATIONS**

2.1 It is recommended that the proposed savings described in this report is considered by the committee as potential savings in financial year 2019/20.

## **3.0 FINANCIAL IMPLICATIONS**

3.1 The implementation of the following proposal would result in a part year saving of £449,000 in financial year 2019/20 and £719,000 in a full financial year 2020/21, this report proposes that the saving is implemented from the start of the new session 2019/20. Appendix 1 provides a breakdown of this saving.

## **4.0 MAIN TEXT**

4.1 There is an imperative to identify and achieve significant savings in financial year 2019/20.

4.2 The Governance Review of Education in Scotland has a focus on how finances are allocated directly to schools to meet local needs. This includes the Pupil Equity Fund (PEF). This new approach to providing funding for schools provides Head Teachers with opportunities to plan for and deliver targeted resources to meet the needs of their children and young people.

4.3 Support staff central to the provision of targeted support for children, young people and their families, including those who experience barriers to their wellbeing, learning and achievement, include the following:

- Primary Schools – Primary and Early Years Support Assistants (PEYSAs)
- Secondary Schools – Pupil Support Workers (PSWs)  
Education Resource Workers (ERWs)

4.4 This paper proposes the following savings in relation to the above support staff groups:

- A reduction in the number of PEYSA support hours of 489 hours equivalent to **13** FTE support staff
- A reduction of **8** PSWs from secondary schools (1 per school)
- A reduction of **6** ERW posts in secondary schools

## **5.0 Primary and Early Years Support Assistants (PEYSA)**

5.1 Presently, all Primary schools are allocated a support staff budget for Primary and Early Years Assistants (PEYSAs) using a formula based on a range of factors including pupil roll, attainment data and deprivation factors. This results in a total number of hours allocated to

each school to support the administrative, operational and pupil support functions of the school. This includes clerical support, auxiliary duties, playground and lunchtime supervision and in class universal and targeted support for pupils.

- 5.2 Following changes to processes, practice and procedures in Primary schools, the proposal is to review the formula and reduce the number of hours allocated whilst ensuring a reduced core number of hours to run the school is achieved.
- 5.3 In addition, the Children and Families Service, in developing inclusive classroom practice, has invested in the professional capacity of teaching staff to better meet the needs of pupils within normal classroom environments..
- 5.4 Given the developments in universal inclusive practice as outlined in paragraph 5.3 above, a reduction and redeployment of PEYSAs across primary schools will be possible.
- 5.5 Where schools wished to fund a post either full or part time, this option would remain open to them through Devolved School Budgets or Pupil Equity Funding if the work of any post appointed was appropriately targeted.
- 5.6 There are implications for the redeployment of Children and Families staff associated with these posts (see Appendix 2). The removal of these posts would be dealt with through the council's workforce management procedures. There is a high level of turnover in these posts and there are a number of temporary contracts in place for such posts at present. However, should there be the need to reduce the number of current permanent post holders, they would be considered for VER where appropriate and redeployment where possible in the first instance.

## **6.0 Pupil Support Workers (PSW)**

- 6.1 Presently, all secondary schools have a core allocation of 2 Pupil Support Workers and some schools have funded additional PSWs through other funding sources such as DSM/PEF. In addition to this Children and Families service are creating 8 new Pupil Support Worker posts to be funded separately through ring fenced Scottish Government funding to support Looked after children.
- 6.2 The primary function of PSWs is to provide targeted support and interventions for individual pupils and small groups who for whatever reason experience barriers to their learning. This can often include pupils who present challenging behaviour as a result of social and emotional difficulties.
- 6.3 In recent years the Children and Families Service, in developing inclusive classroom practice, has invested in the professional capacity of teaching staff to better meet the needs of pupils within normal classroom environments. Importantly, this practice is consistent with key principles of minimum intervention and least intrusive form of intervention in the provision of support.
- 6.4 Where schools wished to fund a post either full or part time, this option would remain open to them through Devolved School Budgets or Pupil Equity Funding if the work of any post appointed was appropriately targeted.
- 6.5 There are implications for the redeployment of Children and Families staff associated with the reduction of these posts (see Appendix 3). The removal of these posts would be dealt with through the council's workforce management procedures. Current permanent post holders would be considered for VER where appropriate and redeployment where possible in the first instance. The service will seek all opportunities for any permanent staff to avoid the need for redundancy.

## **7.0 Education Resource Workers (ERW)**

- 7.1 Education Resource Workers main duties involve supporting the attendance of young people and working with families to encourage school attendance. In supporting chronic non-attendance ERWS are important links with the wider Children's Service teams regarding issues for young people and families that often are the root cause of the school attendance.
- 7.2 There are currently 12 ERWs in the city, based in secondary schools. It is proposed that this team is reconfigured to a structure of 6 posts, operating directly from the Children and Families East and West Locality Teams managed by the locality link officer in each team.
- 7.3 Attendance issues and referrals will be directed to the ERWs who will liaise with schools on progress and escalate as necessary through the attendance process using the full range of support from Children's Services where appropriate. This repositioning of the ERWs will facilitate clearer access to the Children's Reporter and streamline any necessary escalation to Team Around the Child level 3 and where required to wider services.
- 7.4 There are implications for the redeployment of Children and Families staff associated with the reduction of these posts (see Appendix 4). The removal of these posts would be dealt with through the council's workforce management procedures. Current permanent post holders would be considered for VER where appropriate and redeployment where possible in the first instance.

## **8.0 POLICY IMPLICATIONS**

- 8.1 This report has been subject to an assessment of any impacts on Equality and Diversity, Fairness and Poverty, Environment and Corporate Risk. A copy of the Integrated Impact Assessment is attached to this report.

## **9.0 CONSULTATIONS**

- 9.1 The Council Management Team have been consulted in the preparation of this report.

## **10.0 BACKGROUND PAPERS**

- 10.1 None.

**Paul Clancy**  
Executive Director of Children & Families

**February 2019**

**Breakdown of Financial Saving****Appendix 1**

<b>Post</b>	<b>Part Year saving</b>	<b>Full Year saving</b>
PEYSA – 13 FTE	£155,000	£248,000
Pupil Support Workers - 8 FTE	£175,000	£281,000
Education Resource Workers - 6 FTE	£119,000	£190,000
<b>TOTAL</b>	<b>£449,000</b>	<b>£719,000</b>

**Primary and Early Years Support Assistants Posts****Appendix 2**

<b>Post</b>	<b>Number of postholders</b>	<b>Total contracted hours</b>
PEYSA Permanent	182	4065
PEYSA Temporary	3	39.5
PEYSA PEF Funded Temporary	46	1255.5

**Pupil Support Workers in Secondary Schools (Grade 8)****Appendix 3**

<b>Post</b>	<b>FTE</b>
PSW Core Permanent	14
PSW Core Temporary	1
PSW Temporary PEF Funded	2.6

**Education Resource Workers in Secondary Schools (Grade 8)****Appendix 4**

<b>Post</b>	<b>FTE</b>
ERW Core Permanent	9.5
ERW Core Temporary	2.5



**Committee Report No:** 89-2019

**Document Title:** CHILDREN AND FAMILIES SERVICE - SUPPORT STAFF- PROPOSED REDUCTION IN PRIMARY & EARLY YEARS ASSISTANTS, PUPIL SUPPORT WORKERS AND EDUCATION RESOURCE WORKERS

**Document Type:** Other

**New/Existing:** New

**Period Covered:** 31/12/2018 - 28/01/2019

**Document Description:**

This is a budget report to inform the committee of the savings proposed for financial year 2019/20 regarding primary and secondary support staff – reduction of 13 FTE Primary and Early Years Assistants (PEYSA), 6 FTE Education Resource Workers (ERW) and 8 FTE Pupil Support Workers (PSW).

**Intended Outcome:**

It is recommended that the proposed savings described in this report are considered by the committee as potential savings in financial year 2019/20. The implementation of the following proposal would result in a part year saving of £449,000 in financial year 2019/20 and £719,000 in a full financial year 2020/21, this report proposes that the saving is implemented from the start of the new session 2019/20.

**How will the proposal be monitored?:**

Proposals will be monitored in conjunction with existing governance arrangements through the Children & Families Service Senior Management Team.

**Author Responsible:**

**Name:** pamela nesbitt

**Title:** Education Manager

**Department:** Children and Families Service

**E-Mail:** pamela.nesbitt@dundee.gov.uk

**Telephone:** 01382433416

**Address:** Dudhope Castle, Dudhope Park, Barrack Road, Dundee

**Director Responsible:**

**Name:** Mr Paul Clancy

**Title:** Executive Director Children & Families Service

**Department:** Children and Families Service

**E-Mail:** paul.clancy@dundee.gov.uk

**Telephone:** 01382433088

**Address:** Dudhope Castle, Dudhope Park, Barrack Road, Dundee



## **A. Equality and Diversity Impacts:**

<b>Age:</b>	Not known
<b>Disability:</b>	No Impact
<b>Gender Reassignment:</b>	Not known
<b>Marriage and Civil Partnership:</b>	No Impact
<b>Pregnancy and Maternity:</b>	No Impact
<b>Race/Ethnicity:</b>	Not known
<b>Religion or Belief:</b>	Not known
<b>Sex:</b>	Not known
<b>Sexual Orientation:</b>	Not known

### **Equality and diversity Implications:**

If the support staff posts in the report cease during the school session 2019-20, the impact in relation to protected characteristics is either unknown (e.g. religion/belief; gender reassignment) because we do not collect this data; or there is no impact, e.g. marriage; maternity. Regarding the impact on current employees, gender would not affect future employment opportunities.

### **Proposed Mitigating Actions:**

Where schools wished to fund a post either full or part time, this option would remain open to them through Devolved School Budgets or Pupil Equity Funding if the work of any post appointed was appropriately targeted.

The removal of these posts would be dealt with through the council's workforce management procedures.

**Is the proposal subject to a full EQIA? :** No

None

## **B. Fairness and Poverty Impacts:**

### **Geography**

<b>Strathmartine (Ardler, St Mary's and Kirkton):</b>	Not Known
<b>Lochee(Lochee/Beechwood, Charleston and Menzieshill):</b>	Not Known
<b>Coldside(Hilltown, Fairmuir and Coldside):</b>	Not Known
<b>Maryfield(Stobswell and City Centre):</b>	Not Known
<b>North East(Whitfield, Fintry and Mill O' Mains):</b>	Not Known
<b>East End(Mid Craigie, Linlathen and Douglas):</b>	Not Known
<b>The Ferry:</b>	Not Known
<b>West End:</b>	Not Known

### **Household Group**

<b>Lone Parent Families:</b>	Not known
<b>Greater Number of children and/or Young Children:</b>	Not known
<b>Pensioners - Single/Couple:</b>	No Impact
<b>Single female households with children:</b>	Not known
<b>Unskilled workers or unemployed:</b>	No Impact
<b>Serious and enduring mental health problems:</b>	Not Known
<b>Homeless:</b>	Not known
<b>Drug and/or alcohol problems:</b>	Not known
<b>Offenders and Ex-offenders:</b>	Not known
<b>Looked after children and care leavers:</b>	Not Known
<b>Carers:</b>	Not Known

### **Significant Impact**

<b>Employment:</b>	Negative
<b>Education and Skills:</b>	Negative
<b>Benefit Advice/Income Maximisation:</b>	Not known
<b>Childcare:</b>	Not known

**Affordability and Accessibility of services:**

Not known

**Fairness and Poverty Implications:**

It is anticipated that the implications of the savings if accepted would be to: review the nature and service delivery of support to children and young people within schools whilst continuing to fulfil the provision of statutory education services; reduce the number of support staff in schools ; reduce the availability of vacant posts. There are implications for the redeployment of Children and Families staff associated with the posts which would be removed. The removal of these posts would be dealt with through the council's workforce management procedures. Current permanent post holders would be considered for VER where appropriate and redeployment where possible in the first instance.

Some young people may be affected by the cessation of these posts.

**Proposed Mitigating Actions:**

In partnership with Head Teachers, work is underway, through a review of respective staffing formulae, to ensure a fair and transparent allocation of human resource in conjunction with identified service need. In addition, Head Teachers will look at ways to ensure the needs of young people are met and the structural changes with ERWs will bring closer alignment with Children's Social Work services and schools.

The removal of these posts would be dealt with through the council's workforce management procedures.

## C. Environmental Impacts

**Climate Change****Mitigating greenhouse gases:**

No Impact

**Adapting to the effects of climate change:**

No Impact

**Resource Use****Energy efficiency and consumption:**

No Impact

**Prevention, reduction, re-use, recovery or recycling waste:**

No Impact

**Sustainable Procurement:**

No Impact

**Transport****Accessible transport provision:**

No Impact

**Sustainable modes of transport:**

No Impact

**Natural Environment****Air, land and water quality:**

No Impact

**Biodiversity:**

No Impact

**Open and green spaces:**

No Impact

**Built Environment****Built Heritage:**

No Impact

**Housing:**

No Impact

**Is the proposal subject to Strategic Environmental Assessment**

No further action is required as it does not qualify as a Plan, Programme or Strategy as defined by the Environment Assessment (Scotland) Act 2005.

**Proposed Mitigating Actions:**

Not applicable

**Environmental Implications:**

None

## D. Corporate Risk Impacts

**Corporate Risk Implications:****Corporate Risk Mitigating Actions:**

Proposals outlined within the report have been determined following extensive consultation with Head Teachers. Provisional planning regarding amended service delivery is ongoing with central managers, head teachers and HR officers.