

ABERDEEN CITY COUNCIL

COMMITTEE	Education Culture and Sport
DATE	24 th November 2009
DIRECTOR	Annette Bruton
TITLE OF REPORT	Mid-Year Education Staffing 2009/2010
REPORT NUMBER:	ECS/09/061

1. PURPOSE OF REPORT

To inform the committee of the pupil roll numbers for the nursery, primary, secondary and special education sectors for the school session 2009/2010 and their impact upon schools' teaching staffing entitlements.

To report on and seek approval for teacher staffing entitlements for the 2009/2010 school session in the nursery, primary, secondary and special education sectors and to inform the committee of the changes to these entitlements from 2008/2009

To seek approval for amendments to the current policy on adjusting primary teaching staffing at the start of the school session as a result of changes in pupil rolls.

2. RECOMMENDATION(S)

The committee is asked to:

1. Note the 2009/2010 pupil roll numbers for the nursery, primary and secondary and special education sectors.
2. Approve the teaching staffing entitlements for the session 2009/2010 as detailed in paragraph 6.6 of this report.
3. Approve revised criteria from August 2010, for dealing with reducing pupil rolls in Primary schools. The new criteria would advise that changes to staffing would be applied where pupil numbers had fallen by either 10 or more pupils or by 4% of the total roll and where an adjustment was possible.
4. Note that the projected part year roll-related saving for 2009/2010 of £288,000 for 2009/2010 will not be achieved and that there will be a further part year teaching cost of £70,930. The overall effect is a projected overspends of £358,930 which will be managed within the existing staffing budget.

3. FINANCIAL IMPLICATIONS

3.1 Financial Year 2009/10

3.1.1 A part-year saving of £288,000, based on projected pupil roll reductions for 2009/2010, was approved as part of the 2009-10 budget process

Primary Sector - Projected Roll Reduction	64 Pupils	(2.2 full time equivalent (fte) teachers)
Secondary Sector – Projected Roll Reduction	218 pupils	(7.8 fte)

The figure included a projected saving through adjustment to administrative, clerical and technical support as well as teachers

3.1.2 The actual staffing changes in the 2009/2010 budget are

Primary Sector:	Reduction of 7.07 fte
Secondary Sector:	Reduction of 2.65fte

In addition there has been demand led growth in the following areas:

Additional Support Needs Sector:	Increase of 7.88fte
Nursery Sector:	Increase of 4.50 fte

3.1.3 Therefore there has been an overall increase in of 2.66 fte for 2009/2010 with a part year cost of £70.930. The part year effect on the 2009/2010 budget is therefore an increase of £358,930, which will be managed within the existing staffing budget.

4. SERVICE & COMMUNITY IMPACT

The contents of the report link to policies identified within the Education priorities of 'Vibrant, Dynamic and Forward Looking', and in particular objectives:

3. Ensure expenditure on education delivers maximum benefit to pupils' education.
5. Continue work to improve attainment across city schools.
6. Ensure that education is appropriate to pupils' needs and that pupils leave school with skills essential for living.

An equalities impact assessment is not required.

5. OTHER IMPLICATIONS

5.1 Personnel

5.1.1 Any adjustment to the number of teachers in individual schools and across the Authority is made according to existing policies and procedures. Where teachers are identified as excess to school requirements they are assigned to vacant posts wherever possible during the school year, and in accordance with agreed policy.

6. REPORT

6.1 Background

6.1.1 Provisional school staffing levels for the following school year are calculated each spring, using the estimated number of pupils for the forthcoming session as the baseline. Adjustments to these provisional figures may subsequently be made throughout the summer term as information on projected pupil numbers changes.

6.1.2 In the primary and secondary sectors, as part of the annual Scottish Government Census, the actual roll for the current school session is confirmed in mid-September.

6.1.3 This year the pupil census was undertaken on 21st September.

6.1.4 The number of nursery classes and teachers is determined by the annual nursery admissions process managed jointly by the education Service Managers, and the Strategist for Early Years, Family Support and Childcare. A national census of nursery pupils is undertaken in January of each year.

6.1.5 It was agreed in the Mid-Year Staffing report 2007/2008 to the Policy and Strategy (Education) Committee on 8th February 2008, that confirmation of the primary teaching numbers and any adjustments from the estimated numbers would be based on a pupil roll count at the start of September and in advance of the official census. The timing of this exercise would allow changes to be made to classes with the minimum disruption to pupils and staff and in advance of the October school holidays

6.1.6 Given the number of primary schools in which a small change in pupil roll impacted on the class configurations in 2009, the criteria agreed in 2007 now have to be refined. From school session 2009 it is proposed that changes to teacher numbers from the estimated staffing figures only will be made if there is a change in the pupil roll from the estimated roll of either 4% of the total roll or 10 pupils, where this is possible. This amendment to the original criteria will further reduce the disruption to pupils.

6.1.7 Confirmation of the teaching entitlements for the secondary sector is based on the pupil rolls established by the census information.

6.1.8 In the special education sector the pupil numbers may be moderated by the Service Managers (Schools and Children's Services) to take account of variable demand across the year.

6.1.9 The census data and teaching entitlements are also used to confirm the pupil per capita budgets, related teaching budgets such as School Focused Development and to inform the staffing budgets for the following financial year. Since schools administrative and clerical and technical staff entitlements are driven by teacher numbers the revised teacher numbers are also used to recalculate these support staff entitlements.

6.2 Pre-school sector

6.2.1 In the pre-school sector there is a statutory duty to secure pre-school education for all 3 and 4 year - olds. Nursery teaching staffing in Aberdeen City schools provides one teacher for twenty pupils. Scottish Government have issued guidance to authorities that states that each pre-school pupil should have access to a teacher and the Care Commission set staffing standards for all pre-school education. In addition to the nursery pupil numbers and teaching provision described in this report there are a further 40 part-time pupils and 1 nursery teacher in the Ashgrove Children's Centre that is managed within Social Care and Wellbeing.

6.2.2 Nursery Pupils

Table 1

Date	Pupil numbers	Change
August 2008	2543	-19
August 2009	2669	+126

6.2.3 Part-time Nursery Classes

Table 2

Date	No. of Half Day Classes	Change
August 2008	138(144)	+6 (+12)
August 2009	143	+ 5

In the compilation of this report an adjustment was made to the number of half-day classes required for the previous year, 2008/2009. This in effect reduces the number of classes for 2007/2008 from 144 to 138 as indicated in Table 2.

6.2.4 From August 2008 there are no longer any full-day nursery places in the pre -school sector.

6.2.5 Nursery Teachers

There has been an increase of 4.5 fte on the 2008 total.

Table 3

Date	Nursery teachers	Change
August 2008	68	-6
August 2009	72.5*	+ 4.5

*Includes 1.5fte for the hearing impaired unit at Sunnybank school.

6.3 Primary Sector

6.3.1 Pupil numbers

Table 4

Census	Pupil numbers	Change
September 2008	12,072 (12,111)	-213 (-174)
September 2009	11,864 (11882*)	-208 (-190)

Actual census numbers are 11,864 against the pupil count in early September 2009 of 11,882*. Based on head teacher estimates the pupil roll taken in June

2009, from which schools were provided with indicative staffing levels for August 2009, was 12,172.

For budgetary estimates a roll reduction for primary schools of 64 pupils was projected and the actual roll reduction was 208 pupils, a difference of 144.

6.3.2 Primary teachers

The teaching entitlements for 2009/2010 are shown in the teacher numbers in Table 5.

Table 5

	Teacher numbers	Change
September 2008	774.8	N/A
September 2009	767.73	-7.07

6.3.3 Change in primary entitlements from 2008

There has been a net reduction of 7.07 teachers on the 2008 total

6.3.4 To allow schools to operate from the start of the August session the initial staffing allocations were based on the indicative roll of 12,172 giving a provisional teaching entitlement of 773.73 fte. In line with policy, adjusting these numbers on the basis of the actual pupil roll figure of 11,882 counted in early September, using the staffing formula tool, would have resulted in a revised figure of 756.23fte, a theoretical reduction of 17.5 fte on the provisional staffing figure. In order to realize this however there would have been significant impact on a number of Primary schools. These would have included:

- Creating maximum class sizes right across the school
- Creating composite classes throughout a school
- Disrupting school communities that have recently been through significant changes
- Leaving schools with no capacity to receive new pupils within their community

6.3.5 Therefore in the light of previous experience with regard to the impact of changes to class configurations during term time upon pupils, schools and the community, the decision was taken by the service to apply the policy in a manner that was realistic for the schools. As a result, changes to staffing were only applied where pupil numbers had fallen by either 10 or more pupils or by 4% of the total roll and where an adjustment was possible. This paper includes the proposal to incorporate this criteria into future policy.

6.3.6 The revised staffing figure resulting from the roll change and the moderation is therefore 767.73 fte. There is a reduction of 6fte on the provisional initial allocations of 773.73fte in June 2009.

It also represents a reduction of 7.07 fte on the 2008/2009 figure for primary teachers.

6.3.7 Excess teachers.

There will be no excess teachers resulting from the adjustments in teaching entitlements in the primary sector.

6.4 Secondary Sector

6.4.1 Pupil numbers

Table 6

	Pupil numbers	Change
September 2008	9,532	-334
September 2009	9,408	-124

For budgetary estimates a roll reduction for secondary schools of 218 pupils was projected and the actual roll reduction was 124 pupils, a difference of - 94.

6.4.2 Secondary teachers

Table 7

	Teacher numbers	Change
September 2008	798.54	N/A
September 2009	793.99	-4.55

6.4.3 Change in secondary entitlements from 2008. The indicative teaching entitlements for 2009/2010 of 800.89fte were based on an estimated roll of 9,577 pupils, as informed by head teachers. Applying the census figures of 9,408 pupils to the secondary staffing formula produces an actual teaching entitlement of 793.99 fte as shown in table 7 above.

There has been a reduction of 4.55 fte in the secondary sector teaching entitlements

6.4.4 Excess teachers

In the secondary sector the cost of excess in any subject of less than 0.5fte in each subject area has to be met by the school. The cost of any excess greater than this is met centrally.

6.4.5 There are currently 3.4 fte excess teachers within the secondary sector. The service is required, within existing policy, to meet the cost of 1.9fte fte of this total. Service Managers, Schools and Children's Services, are monitoring the excess staffing on an ongoing basis.

Additional Support Needs (ASN) -special schools and services

6.5.1 Pupil numbers

Table 8

Census	Pupil numbers	Change
September 2008	568	Not previously reported
September 2009	623	+55

The reported numbers for special schools and services include 286 pupils who are wholly on the rolls of ASN schools and services, 270 pupils who although on the roll of a mainstream school are also supported by special schools or services and 67 pre school pupils who are either attending an ASN nursery school or attending mainstream pre school provision but require support with sensory impairment.

6.5.2 Teacher numbers. The teacher numbers include staffing for both the free standing ASN schools and the special education services. In the compilation of this report an adjustment was made to the number of teachers reported for the previous session. The teacher numbers for 2008 fte were 144.16 and not 157.09fte.

Table 9

	Teacher numbers	Change
September 2008	144.16	+5.23
September 2009	152.04	+7.88

6.5.2 There has been a net increase in the free-standing special schools of 7.88fte. This is a product of the formula entitlement calculation for 2009/2010 and the additional places established in Marlpool and Woodlands schools increasing their capacities from 70 to 96 and 29 to 36 respectively. The capacity at Beechwood school has been reduced from 65 to 52. The increases in teaching fte have been a product of additional demand identified during the Additional Support Needs (ASN) admissions process. The overall ASN teacher numbers include the staffing for the English as an Additional Language Service (EAL).

6.5.3 English as an Additional Language Service (EAL).

From September 2007 up to the end of the school session 2007/2008, the staffing for the EAL Service of 13.9 fte was augmented by 3 further teachers. From August 2008 and as approved at the Policy and Strategy (Education) Committee on the 8th February 2008, the staffing for the service was increased and remains at 19.57 fte in 2009/2010. The needs of the service are being regularly monitored.

6.6 Summary of Teaching Staffing Entitlements 2008/09

Table 10

Sector	2008/2009	2009/2010	Change
Pre-School	68	72.5	+4.5
Primary	774.8	767.73	- 7.07
Secondary	798.54	793.99	- 4.55
Additional Support Needs including EAL	144.16	152.04	+7.88
Total	1785.5	1786.26	0.76

6.7 Relief Teachers

6.7.1 The Relief Agency is managed within the Staffing Services Section, based at AECC, and provides a citywide relief staffing service for all schools. The number of Relief Teachers registered with the agency is:

- Primary – 319
- Secondary – 349

6.7.2 Current shortage areas are

- Secondary schools: Maths, English, PE, Music & Languages (general cover is only provided once subject cover is fully exhausted).
- Primary schools: Upper stages (P5-P7) - most uncovered classes fall into this category as the majority of relief teachers decline upper stages primary relief teacher work.

6.7.3 The busiest terms for relief teacher cover are during the periods November – March annually when sickness levels peak. During these periods it is unlikely that course/development days can be covered as the priority for relief teacher cover is always for 'sickness' requests.

6.7.4 The Relief Agency also recruits and deploys other relief non-teaching school-based employees on a relief basis to cover sickness and absence to ensure the smooth running of schools. There is a shortage of relief workers and open adverts are placed to encourage recruitment.

6.7.5 Weekly Reports, recording levels of requests placed for relief teacher staffing and levels of 'uncovered' relief teacher staffing, are submitted to Heads of Service, and the SMT team within Education, Culture & Sport.

6.8 Consultation responses.

There was one response to the paper. The GMB union asked that reference be made to the effect of adjustments to teaching numbers upon staffing formulae for schools administrative, clerical and technical staff.

7. REPORT AUTHOR DETAILS

Alistair Mackay
Service Manager - Schools and Childrens Services
Tel: 07734078813
E-mail: amackay@aberdeencity.gov.uk

Sandy McPhee, Co-ordinator, Devolved Education Management
Tel: 01224 522744
Email: sandym@aberdeencity.gov.uk

8. BACKGROUND PAPERS

No background papers were used in this report