NORTH AYRSHIRE COUNCIL

23 March 2021

Cabinet

Title:	Cost of the School Day
Purpose:	To seek approval for the North Ayrshire Council Cost of the School Day (COSD) policy and draft action plan.
Recommendation:	That Cabinet:1. Approves the North Ayrshire Council Cost of the School Day policy and draft action plan; and2. Agrees to receive annual updates on the progress of the action plan.

1. Executive Summary

- 1.1 In North Ayrshire we are fully committed to becoming a fairer and more equal society.
- 1.2 Our Children's Services Plan 2020-23 vision is "for all our children and young people to have the best start in life and for North Ayrshire to be the best place in Scotland to grow up."
- 1.3 The Cost of the School Day policy and draft action plan have been developed with a wide range of partners to further respond to our commitment to addressing poverty, especially child poverty.
- 1.4 The policy and action plan encompasses the work of all educational establishments and of CPP partners, communities and local businesses.
- 1.5 The work is based on the principles of Getting it Right for Every Child (GIRFEC) and the United Nations Convention on the Rights of the Child (UNCRC).
- 1.6 The Council's commitment to this work has been significantly reinforced by the introduction of the Children and Families Investment Fund in the 2021-22 budget and associated financial commitment of £500,000 per annum as well as a commitment of £350,000 over two years to maximise the benefits of outdoor and residential opportunities for children, families and community organisations.

2. Background

2.1 In North Ayrshire we are fully committed to becoming a fairer and more equal society. Our key focus is to tackle inequalities and create a society where no one lives in

- poverty, where the economy is inclusive and where everyone has the same life chances to live fulfilling and healthy lives.
- 2.2 Our Children's Services Plan 2020-23 vision is "for all our children and young people to have the best start in life and for North Ayrshire to be the best place in Scotland to grow up."
- 2.3 Our 2019/20 Child Poverty Action Plan and Report was published in October 2020. This identified The Cost of the School Day as an area of focus for 2020/21. The theme of reducing the Cost of the School Day was also identified as a priority by our Fair for All Commission work and in the Year of Young People legacy action plan recommendations.
- 2.4 The Council agreed to take forward the commitment to reducing the Cost of the School Day by establishing a formal working group comprising Elected Members, young people, parents, head teachers and staff of educational establishments, senior officers from the Council and HSCP, CPP partners and officers.
- 2.5 North Ayrshire has previously participated in work with Public Health and Young Scot to develop local approaches to Cost of the School Day, providing a sound basis for the current work, with excellent practice in schools being contributed to the working group deliberations.
- 2.6 The aim of the Cost of the School Day (COSD) Working Group was to further drive forward a whole systems approach to reducing the cost associated with education. We already have strong approaches to this across North Ayrshire and we continue to look for new whole-system commitments from the Council and its CPP and community and business partners.

What are the outcomes we are trying to achieve?

- Understanding of the drivers and consequences of child poverty and education costs:
- Education and partner policies and practices that are poverty sensitive;
- Reduced or removed cost barriers to participation in the school curriculum;
- Schools, parent councils and national local partners securing and using available funding to reduce the cost of the school day;
- Increased participation in the wider curriculum;
- Promotion of entitlements and financial supports available to parents; and
- Increased uptake of entitlements.
- 2.7 The objective of the COSD working group was to produce a policy that could be used by all schools, services and partners to embed the agreed principles and to develop a high-level action plan to be taken forward in Spring 2021. The policy and action plan encompasses the work of all educational establishments and of CPP partners, communities and local businesses.
- 2.8 The Policy and draft action plan (Appendix 1) were developed from the work of the group and discussed and finalised at the meeting of the Cost of the School Day working group on 17 March 2021.

- 2.9 The COSD Working Group met four times between November 2020 and March 2021. The group identified the following key principles that underpin our approach:
 - i. Relationships
 - ii. Good communication
 - iii. Trust
 - iv. Respect
 - v. Thinking it through intentions and unintended consequences
 - vi. Creativity
 - vii. Partnerships.
- 2.10 The Working Group agreed that a set of North Ayrshire Commitments would be launched with schools and partners to set out the overall objectives.
- 2.11 A high-level action plan has been developed containing a variety of actions to be taken forward by schools, services and partners. In line with our co-design and co-production approach, it is proposed that key areas of focus for the forthcoming year from the draft action plan will be agreed at a launch conference in June 2021.
- 2.12 Partner actions will contribute to embedding a culture of poverty aware decision making. Partners will be asked to join a network that will focus on awareness raising and developing joint approaches.
- 2.13 Schools have individual approaches in place to reduce costs that are most suitable for their children, young people and families. This reflects the strong relationships that our schools have with their children and families. The focus of the current work is on sharing good practice and developing collaborative approaches.
- 2.14 The COSD Working Group has been a collaborative process. The voices of and the contribution from young people, our school representatives and partners has been extremely valuable in shaping the overall Policy. We have had contributions from national experts and external partners including the Child Poverty Action Group (CPAG) and their support and guidance has been much appreciated.

North Ayrshire Cost of the School Day Commitments

2.15 Our North Ayrshire Cost of the School Day Commitments (as agreed by the working group) are:

The intention of the COSD policy and action plan in North Ayrshire is to:	Our North Ayrshire Cost of the School Day Commitments are:
Reduce costs related to going to school.	We will take a sustainable, whole systems approach to reduce and poverty proof costs relating to the school day.
Increase participation by children, young people and families.	Children, young people and their families will be at the heart of making decisions and designing policies that affect the cost of the school day.
Minimise income stigma and increase inclusive approaches.	Our schools, services and partners will take a reflective, poverty aware and

	inclusive approach to making decisions that affect the cost of the school day.
Support families.	We will support families to maximise their income and participate in the life of their school.

This will be underpinned by the following:

- 1. We will commit to adopting the Cost of the School Day Toolkit in every educational establishment, supported by partners.
- 2. We will commit to co-designing actions in relation to the COSD with young people, families and partners.
- 2.16 The COSD policy and draft action plan is attached at Appendix 1.

Action Plan Development, Monitoring and Evaluation

- 2.17 The Policy will be launched at a COSD conference in June 2021, with educational establishments, families and partners, including CPP and third sector partners and local businesses. The purpose of the conference will be to agree key areas of focus for the forthcoming year based on the draft action plan and to initiate a brand identity for our North Ayrshire approach to COSD.
- 2.18 The policy and action plan will be reviewed annually and adapted as further good practice is shared. Progress will be reported to Cabinet annually. Further conferences will take place on an annual basis, encouraging Cost of the School Day Champions, parents, young people and partners to come together to share ideas and good practice and to review our progress.
- 2.19 A working group will continue to meet to monitor the progress of the Cost of the School Day work and to assist with support and guidance to educational establishments and partners.
- 2.20 A survey will be carried out annually by young people to gather views of parents, young people, school staff and other partners to inform the conference and improvements to our policy and approaches.

Children and Families Investment Fund

- 2.21 In order to reinforce its commitment to supporting children, young people and families in relation to costs associated with going to school, North Ayrshire Council agreed the establishment of a Children and Families Investment Fund with the following significant investments in the COSD commitments in its budget of 4th March 2021:
 - **Food:** £150,000 recurring investment in extending our school and community food network across all schools to support children and families;
 - Clothing and sustainability: £100,000 recurring investment in a School and Family PB Investment Fund for educational establishments to respond to local needs in relation to school uniforms, outdoor clothing, sports kit and recycling and reuse equipment; and

- Digital inclusion: £250,000 recurring investment in a Digital Families Fund to digitally include 1,000 families each year, providing access to devices and connectivity for online learning and activities, enhancing and guaranteeing sustainability of current investment in devices for home use.
- Outdoor and residential opportunities: £350,000 over a two-year period to provide outdoor experiences for children, families and community leaders and groups.
- 2.22 The fund will deliver the following benefits:
 - Provides support where it is most needed;
 - Strengthens school and community empowerment;
 - Strengthens school/parent/community cohesion; and
 - Supports Community Wealth Building through local purchasing.
- 2.23 The new policy proposes that Community Planning and Locality Planning Partnership/ Health and Social Care Partnership agendas will, as appropriate, include discussion on the Cost of the School Day to ensure that all partners are aware of the commitments and are taking a poverty-aware approach to decision making.
- 2.24 Council Services and partners will be asked to provide signposting to support services via their websites and social media.
- 2.25 Awareness raising information will be provided to Council Services and partners to highlight the launch of the North Ayrshire Cost of the School Day Commitments and Policy.

Next Steps

- 2.26 The Cost of the School Day policy and action plan will be launched at a North Ayrshire wide conference in June 2021. This will provide an opportunity to hear from the young people, educational establishments and partners involved in the development of the policy and to share and agree the action plan. The conference will facilitate the coproduction of our key areas of focus for the year ahead. Further annual conferences will ensure ongoing improvements and innovation.
- 2.27 The Child Poverty Action Group (CPAG) has participated in the Council's working group and has been very supportive. They have welcomed the innovative whole system approach, involving CPP partners, communities and local businesses and propose to promote our approach as a best practice model as well as continuing to be involved in our work.

3. Proposals

- 3.1 It is proposed that Cabinet:
 - 1. Approves the North Ayrshire Council Cost of the School Day policy and draft action plan; and
 - 2. Agrees to receive annual updates on the progress of the action plan.

4. Implications/Socio-economic Duty

Financial

4.1 The investments described at 2.21 will be delivered within existing resources identified within the Council's 2021-22 budget.

Human Resources

4.2 None.

Legal

4.3 None.

Equality/Socio-economic

4.4 Our CPP vision is North Ayrshire – A Better Life. Fair for All is our strategy for promoting equity. The key pledge within Fair for All is: "North Ayrshire CPP pledges to tackle the root causes of child poverty and mitigate its impact to create a better life for local people." Since the agreement of our last joint partnership plan, the Single Outcome Agreement 2013-17, we have increased our focus on child poverty. This report demonstrates our increased commitment.

Environmental and Sustainability

4.5 All aspects of the policy and investment are focused on environmental impact and sustainability. The approach to local food availability, both through the Council's procurement and local relationships with growers and suppliers, is focused on sustainability. The proposals for recycling and reuse of school and outdoor clothing for all families underpin our schools' commitment to climate change and to the environment.

Key Priorities

- 4.6 This report makes significant contributions to the following key priorities:
 - Active and strong communities;
 - Children and young people experience the best start in life;
 - Inclusive, growing and enterprising local economy;
 - People enjoy good life-long health and well-being;
 - Effective infrastructure and digital connectivity; and
 - A sustainable environment.

Community Wealth Building

4.7 The Children and Families Intervention Fund, which supports the Cost of the School Day, provides opportunities in several pillars of CWB, including local procurement, plural ownership of the economy, and ensuring that financial power is spread across school communities, including young people and parents and local community organisations and businesses.

5. Consultation

5.1 The development of the Cost of the School Day policy and action plan and the development of the Children and Families Intervention Fund have been the result of a wide collaboration of young people, Elected Members, parents, CPP partners, Head Teachers and education staff, Council officers and external partners.

Audrey Sutton **Executive Director**

For further information please contact **Audrey Sutton**, **Executive Director**, on **01294 324414**.

Background Papers

Appendix 1



COST OF THE SCHOOL DAY POLICY

"Education is free, but a lot of school things are not."

March 2021

1. Introduction

- 1.1. In North Ayrshire we are fully committed to becoming a fairer and more equal society. Our key focus is to tackle inequalities and create a society where no one lives in poverty, where the economy is inclusive and where everyone has the same life chances to live fulfilling and healthy lives.
- 1.2. Our Children's Services Plan 2020-23 vision is "for all our children and young people to have the best start in life and for North Ayrshire to be the best place in Scotland to grow up."
- 1.3. Our 2019/20 Child Poverty Action Plan and Report was published in October 2020. This identified the Cost of the School Day as an area of focus for 2020/21. The theme of reducing the Cost of the School Day was identified by our Fair for All Commission work and also through the Year of Young People recommendations. This work is based on the United Nations Convention of the Rights of the Child (UNCRC) and there are clear links to GIRFEC, the Scottish Attainment Challenge and the purpose of the Pupil Equity Fund.
- 1.4. North Ayrshire Council agreed to take forward the commitment to reducing the Cost of the School Day by establishing a Working Group comprising Elected Members, young people, parents, Head Teachers and Council Officers.
- 1.5. In the policy and action plan, the term "school" relates to all educational establishments early years through to primary, ASN and secondary.

What are we trying to achieve?

- 1.6. What are the outcomes we are trying to achieve?
 - a) Understanding of the drivers and consequences of child poverty and education costs.
 - b) Education and partner policies and practices that are poverty sensitive.
 - c) Reduced or removed cost barriers to participation in the school curriculum.
 - d) Schools, parent councils and national local partners securing and using available funding to reduce the cost of the school day.
 - e) Increased participation in the wider curriculum.
 - f) Promotion of entitlements and financial supports available to parents.
 - g) Increased uptake of entitlements.

- 1.7. The aim of the Cost of the School Day (COSD) Working Group is to drive forward a whole systems approach to reducing the cost of and poverty proofing the school day. The Cost of the School Day policy will help school communities identify and overcome cost barriers that shape and limit children's education-related opportunities.
- 1.8. The objective of the COSD Working Group is to produce a policy that can be used by all schools, services and partners to embed the principles identified and to design a high-level action plan to be taken forward in Spring 2021. This will encourage and facilitate good practice and ensure visibility of the excellent approaches already under way in our schools and with partners.

What do we agree matters?

1.9. The Working Group identified some **key principles** that underpin our approach.

These are:

- a) Relationships
- b) Good communication
- c) Trust
- d) Respect
- e) Thinking it through intentions and unintended consequences
- f) Creativity
- g) Partnerships.

2. Policy Statement – North Ayrshire Cost of School Day Commitments N.B. school = educational establishment

The intention of the COSD policy and action plan in North Ayrshire is to:	Our North Ayrshire Cost of the School Day Commitments are:
Reduce costs related to going to school.	We will take a sustainable, whole systems approach to reduce and poverty proof costs relating to the school day
Increase participation by children, young people and families.	Children, young people and their families will be at the heart of making decisions and designing policies that affect the cost of the school day.
Minimise income stigma and increase inclusive approaches.	Our schools, services and partners will take a reflective, poverty aware and inclusive approach to making decisions that affect the cost of the school day.
Support families.	We will support families to maximise their income and participate in the life of their school.

This will be underpinned by the following:

- 1. We will commit to adopting the Cost of the School Day Toolkit in every educational establishment, supported by partners.
- 2. We will commit to co-designing actions in relation to the COSD with young people, families and partners.

2.1. Action Plan Development, Monitoring and Evaluation

- a. The Policy will be launched at a COSD conference in June 2021, with schools, families and partners, including CPP and third sector partners and local businesses. The purpose of the conference will be to agree priority actions based on the proposed plan below.
- b. We will agree a brand identity for our North Ayrshire approach to COSD.
- c. The Policy and actions will be reviewed annually and adapted as further good practice is shared.
- d. Further conferences will take place on an annual basis, encouraging Cost of the School Day Champions, parents, young people and partners to come together to share ideas and good practice and to review our policy on an ongoing basis.
- e. A working group will continue to meet to monitor the progress of the Cost of the School Day work and to assist with support and guidance to schools and partners.
- f. A survey will be carried out annually by young people to gather views of parents, young people, school staff and other partners to inform the conference and improvements to our policy and approaches.

3. What will we do? Potential areas for consideration and related actions.

N.B the first COSD conference will consider these areas for action and agree priority areas of focus for Year 1 on the action plan.

Commitment 1: We will take a sustainable, whole systems approach to reduce and

poverty proof costs relating to the school day.	
Actions	How? Potential options
Areas for consideration: Uniform and clothing; travel; the curriculand fun; home learning	ulum; school trips; food; school activities; events
We will ensure that no child is hungry at school.	 Ensure that schools and community partners support children and families to have regular access to nutritious food. Encourage the uptake of free school meals. Support food larders in schools and ensure links to community food system for children and families. Provide opportunities to link to the Council's Food Strategy, including food production and preparation. £150k recurring investment in school food larders in the Council's 2021-22 budget.
We will ensure school uniforms and clothing are affordable.	 Encourage recycling and reuse of clothing and equipment. Support clothing recycling banks in

schools/community facilities for all pupils.

	 Encourage sports kit recycling in schools and with community partners, including sports clubs. Ensure that there is no requirement for uniform branding. Explore the use of the Council's Procurement Framework to assist with providing access to affordable uniforms and clothing options. Subsidise blazers for Senior Phase pupils. Provide all S1 pupils with a school tie. Provide branded school bags, water bottles and stationery to reduce costs. £100k recurring investment in school clothing etc exchanges in the Council's 2021-22 budget – to be allocated via PB.
We will improve digital inclusion and home learning for children and families	 Invest in devices and connectivity for children, young people and families. Involve relevant partners in the refresh of our Communities and Education ICT strategy to ensure access to online learning, resources and digital literacy. Work with organisations who can support digital inclusion in schools. £250k recurring investment in devices and connectivity for home learning in the Council's 2021-22 budget.
We will remove or reduce the cost of school related activities and events.	 Clear statement to ensure no gifts for teachers or staff. Fundraising/charity days in schools: consider alternatives to monetary donations and dress down days.
We will remove or reduce school-related travel costs.	 (Free travel to be extended to under 22s in Scottish Government budget for 2021-22). Consider the number and timing of afterschool activities. Work with the Council's Transport Hub and providers to involve young people in designing transport arrangements.

Commitment 2: Children, young people and their families will be at the heart of making decisions and designing policies that affect the cost of the school day.

Actions	How? Potential options
Areas for consideration: UNCRC - rights and participation; stigma, poverty awareness and education; inclusion; PB; Fair for All Youth Commission; brand and identity for local COSD approach.	
We will develop an identity and brand for our North Ayrshire COSD approach.	Organise a session at the first COSD conference to explore a brand which reflects our local identity.
We will involve young people in decisions that affect them - in class, in school, and in policy making.	Develop the Pupil Participation Strategy and the Seven Golden Rules for Participation to ensure young people's voices positively influence the things that affect them including the COSD.
We will commit to the principles of the Youth Participation and Citizenship strategy to ensure young people's voices influence and co- design decisions and actions.	Ensure all schools have Pupil Councils and relevant participation pathways which represent and amplify pupil voice in relation to the COSD.
We will work with families and children and young people to identify barriers and costs that can be reduced and removed.	Use the COSD Clock and reflective group discussions with children and families to identify barriers and opportunities.
We will involve children, young people and families in decisions about how we use our resources.	Use Participatory Budgeting to involve children, young people and families in decisions about how we use our resources.
We will continue to engage with young people with lived experience of poverty.	 Design opportunities in schools and youth settings to engage in COSD discussions. Work with the Youth Fair for All Commission to continue to develop the policy and review the effectiveness of actions.
Poverty awareness raising and education within schools for children and young people.	Use the COSD Toolkit and audit to ensure an understanding of how individual and combined financial asks affect families.

Commitment 3: Our schools, services and partners will take a reflective, poverty aware and inclusive approach to making decisions that affect the cost of the school day.

Actions	How? Potential options
Areas for consideration:	education tools; school and locality planning; COSD
We will work to understand estimated overall costs of the school day to inform our work.	 Identify the costs of elements of the school day: Uniform and clothing; travel; learning in school; school trips; food; school activities; events and fun; home learning. Identify the opportunities for reducing the costs as part of reflective discussions with children and families.
Schools and partners will encourage and promote the use of health/poverty equalities impact assessment in developing policies and we will share good practice.	 Use of the COSD audit tool Use the COSD Clock for reflective discussions Poverty awareness sessions for all education establishment and partner staff to raise awareness of poverty and stigma and ensure consistent messages. Use the Health Inequalities Assessment tool to poverty proof policies which affect children and families.
Each school will have their own statement of awareness in their school handbooks.	
Educational establishments will embed their own specific Cost of the School day actions into school improvement planning.	
A poverty aware approach will be embedded in our work, supported by a network of Cost of the School Day Champions in educational establishments and in partner organisations.	 Support and training will be available for Cost of the School Day Champions. A network will be established to share good practice.
We will plan COSD approaches and supports with Community Planning Partners, including within the Child Poverty Action Plan.	Work across the system to ensure mutual planning and support among schools, Locality and Community Hubs and community organisations via multi-agency work and locality partnerships.
We will link with local businesses to raise awareness and to create a bank of support using a Community Benefits approach.	 Work with NAC Business team to coordinate and understand opportunities. NAC Business Team will support businesses to build appropriate links with local schools.

Commitment 4: We will support families to maximise their income and participate in the	
life of their school.	

Actions	How? Potential options
	maximisation; benefits automation e.g. school : Single Shared Assessment; School Community
We will work with partners to address fuel poverty including early intervention approaches.	Work is underway via locality hubs and partners
We will support families to maximise their income by sharing information and strengthening links with schools about accessing financial support.	 Mapping and promotions of work in relation to financial inclusion and income maximisation across Services and Partners. Promote access to Credit Union/ Money Advice Staff/ Welfare Rights within schools.
We will develop a Community Book for schools to signpost to Council, partner and community supports.	Extend and refine community books specifically for schools and link with Named Person and CareNA arrangements.
We will continue to develop options to support for families during school holidays.	 Provide FSM equivalents during holidays. Explore access to food for early years children during holidays. Explore further food-related opportunities for engaging with children and young people during holidays. Ensure availability and awareness of period products for young people, including during holidays. Use learning from Covid-19 to design and provide childcare interventions during holidays. Maximise outdoor and residential opportunities to support family and community resilience. £350k investment over two years in outdoor experiences in the Council's 2021-22 budget.
We will design and implement a single shared assessment to ensure families receive all benefits they are entitled to.	Continue to develop the Single Shared Assessment and create links with Health Visiting and the Financial Inclusion Pathway.
We will progress the automatic payment of the School Clothing Grant.	Further exploration is under way with system suppliers.

4. Support for Educational Establishments

All educational establishments have individual approaches that are the most suitable for their children, young people and families. This reflects the strong relationships that they have with their children and families.

- 4.1. Awareness raising sessions will be developed with educational establishments and partners.
- 4.2. Support and training will be available for Cost of the School Day Champions and a network will be established to share good practice.
- 4.3. Support will be available for educational establishments to carry out appropriate research and engagement with their families to inform their action plans.
- 4.4. Support will be available for Participatory Budgeting (PB) approaches in educational establishments. Youth Services already work with young people in a variety of ways to provide support, participation in democracy and PB, and this will be developed to include Cost of the School Day.

5. Support for Council Services and Partners

- 5.1. Community Planning and Locality Planning Partnership/ Health and Social Care Partnership agendas will include appropriate and timely discussions on the Cost of the School Day to ensure that all Partners are aware of the commitments and are taking a poverty-aware approach to decision making.
- 5.2. Council Services and Partners will provide signposting to support services via their websites and social media.
- 5.3. Awareness raising information will be provided to Council Services and Partners to highlight the launch of the North Ayrshire Cost of the School Day Commitments and Policy.

6. Conclusion

- 6.1. The recommendations set out in this Policy have been agreed by the North Ayrshire Cost of the School Day Working Group on 17 March 2021.
- 6.2. Actions and outcomes will be monitored and reported through the Child Poverty Action Plan and Report, with oversight from the Children's Services Strategic Partnership.

17 March 2021