

# **TRUANCY WATCH EAST**

**LEEDS CITY COUNCIL  
EAST NORTH EAST LEEDS AREA MANAGEMENT  
TEAM  
ENVIRONMENT & NEIGHBOURHOODS**

**AND**

**WEST YORKSHIRE POLICE  
KILLINGBECK & SEACROFT NPT**

**AND**

**EDUCATION LEEDS**

**PROJECT DELIVERY AGREEMENT**

**2008 - 2009**

# CONTENTS

1. FUNDING SUMMARY
2. PROJECT AIM
3. LINKS TO SSCF AND LSP
4. PROJECT SUMMARY
5. AREA COVERAGE
6. RESPONSIBILITIES
7. COSTS
8. REVIEW PERIOD
9. SERVICES
10. OUTPUTS

## 1. FUNDING SUMMARY

- £30,000 SSCF was approved at Inner East Area Committee on 12/03/08.
- £1,000 contribution from the David Young Community Academy
- £5,000 contribution from the Schools Area Management Board
- £2,500 contribution (towards vehicle lease) Education Leeds
- Monies available from tasking groups throughout Inner East Leeds (£2,500).

**Total** £41,000

## 2. PROJECT AIM

The aim of Truancy Watch East is to reduce unauthorised absences and improve attendance from schools within Inner East Leeds, and to reduce anti-social behaviour, youth nuisance and juvenile crime.

## 3. LINKS TO SSCF AND LSP

The project supports improvement priorities under the following themes;

### Leeds Strategic Plan

#### **Learning**

Improve learning outcomes for all 16 year olds with a focus on narrowing the achievement gap and Improve participation and learning outcomes for all children with a focus on deprived areas – Department for Children, Schools and Families (DCSF) statutory targets including improving attendance. Indicator: a reduction in persistent absentee pupils in secondary schools.

#### **Thriving Places**

Reduce Anti-Social Behaviour. Indicator: NI12 resident satisfaction levels.

### Safer Stronger Communities

SSC01 & 02 Increase resident satisfaction levels with the delivery of local services and believing that services providers are responsive to their needs

SSC08 & 09 Reduced overall levels of crime

SSC16 Reduced levels of ASB

SSC17 Increase the proportion of adults who feel able to influence decisions of local services

SSC18 Reduce residents fear of crime, and increase feelings of safety

## 4. PROJECT SUMMARY

Truancy sweeps, which are staffed by a dedicated Police Officer, and a

dedicated Youth Services Officer (YSO) of Education Leeds, will be carried out on a daily basis during term time. The Officers will have use of a dedicated vehicle leased for the purpose of the project, which contains the Truancy Watch and partner logos.

## **5. AREA COVERAGE**

The Truancy sweeps will operate throughout Inner East Leeds with particular focus on the Gipton and South Seacroft INM area, including the catchment area of the following schools. Target schools will be;

- Primrose
- Parklands
- Corpus Christi
- DYCA
- Mount St Marys
- John Smeaton

It is considered that the majority of secondary aged children from the G&SS INM area will attend these schools. Four of the above schools are DCSF target schools for poor attendance. DYCA is not on this list, and Corpus Christie is a potential target school for 2008/09.

## **6. RESPONSIBILITIES**

### **6.1 Leeds City Council**

- (i) Collate monitoring information in relation to SSCF priorities reflecting resident perception and satisfaction
- (ii) Participate in project reviews

### **6.2 West Yorkshire Police**

- (i) Lease, control and maintain the project vehicle, including responsibility for running costs. The vehicle may be used for core duties outside of the truancy watch hours.
- (ii) Provide office accommodation and access to the Internet for the PC and YSO. The team will ideally be situated close to the schools Officers and Seacroft NPT.
- (iii) Recruit and manage the Police Constable. Provide appropriate cover in the event of long term sickness or staff vacancy.
- (iv) Participate in project reviews
- (v) The production of crime and ASB stats in relation to project monitoring

### **6.3 Education Leeds**

- (i) Recruit and manage the YSO. Provide appropriate cover in the event of long term sickness or staff vacancy.
- (ii) Monitor and evaluate the project including the production of termly reports to be provided to ENEAMT
- (iii) The production of monitoring information in relation to LSP indicators
- (iv) Participate in project reviews

## **7. COSTS**

YSO min £22,570 max £24,330 (£23k)

Contribution to PC £10,000

Vehicle lease £8,000

Total: £41,000

### **Breakdown**

Police require £18k (staff and van) - £18.0k SSCF

Ed Leeds require £23k - £1k from DYCA, £5k from schools AMB, £12k SSCF, £2.5 Wellbeing (tasking funds) plus their own contribution £2.5k towards cost of vehicle.

## **8. REVIEW PERIOD**

The project will be reviewed at quarterly intervals. The review panel will consist of the following members;

- Education Leeds
- West Yorkshire Police
- Leeds City Council

## **9. SERVICES**

- 9.1 The project will commence as soon as reasonably possible after 31 March 2008, for an initial period of 12 months.
- 9.2 The team will operate term time plus five days (38 weeks), 37 hours a week (YSO) and 40 hours a week (PC), normally 08.00 – 16.00hrs.
- 9.3 Where possible team members will be actively encouraged to take their annual leave entitlement during the school holiday periods.
- 9.4 A member of the team will regularly attend tasking meetings (particularly Gipton and Seacroft), and contribute to, and receive, intelligence and data from the meetings.
- 9.5 The team will work closely with Signpost, Schools and their support staff, Social Care, WYP schools Officers, Youth Offending Service and the Anti-Social Behaviour Unit.
- 9.6 The team will seek to identify and resolve long term and unexplained absences from school, linking in with the WYP Vulnerable victims unit (VVU) AND Karma Nirvana to consider potential forced marriage issues.

The team will identify pupils who are missing education and refer these onto Education Leeds Children Missing Education team.

- 9.7 The team will carry out daily sweeps of 'hotspot' areas.
- 9.8 The team will make contact with the schools on a daily basis to identify absentees, and take pro-active measures to discover the reason for the absence and to return the children to school.
- 9.9 Where children are stopped, the team will return the child to school or a place of safety. The team will make contact with the parents and follow up this action with a letter offering support and explaining parental responsibility and the consequences of further truancy by their child(ren). The team will follow up with the school and with the Attendance Strategy Team requesting information regarding the YPs attendance and relevant agencies who are to be involved with the family. Checks will be made to identify YP who are nominals to the police.
- 9.10.1 The team will take action where children are found to be truanting with parental consent. This will involve a personal visit to the parent(s) by the team, who will explain to the parent(s) their legal obligations and the consequences of further unauthorised absences with parental consent. These actions will be recorded and held on a database by the team. Action may be taken under section 444 of the Education Act 1996, where appropriate. This action could include a penalty notice, Magistrates court action or an Education supervision order.
- 9.10.2 The team will attend public meetings/forums community galas and fetes where appropriate.

## **10. OUTPUTS**

- 1. No of stops
- 2. No of schools engaged
- 3. No of sweeps carried out
- 4. No of FPNs for exclusions
- 5. No of FPNs for non attendance
- 6. No of education supervision orders
- 7. No of parenting contracts issued
- 8. No of anti social behaviour contacts issued
- 9. No of persistent absentee pupils
- 10.No of home visits

Hayley Clifton, Neighbourhood Manager  
**Signed on behalf of Leeds City Council:**

..... Date:

Chief Inspector Rod Wark  
**Signed on behalf of West Yorkshire Police:**

..... Date:

Sandra Pearson, Attendance Manager  
**Signed on behalf of Education Leeds:**

..... Date: