

LINCOLNSHIRE AND EAST MIDLANDS SCIP ALLIANCE HUB

MINUTES OF THE REMOTE MEETING (MS TEAMS) FOR THE LINCOLNSHIRE AND EAST MIDLANDS SCIP ALLIANCE HUB MEETING HELD ON 17th MARCH 2021 2-4PM

Present:	Jessica Darnell (Chair) (JD) Katy Nevitt (KN) Louise Briggs (LB) Gemma Gazi (GG) Rosie Smejika (RS) Lewis (LS) Helen Janes (HJ) Gill Angel (GA) Charlotte Drewett (CD) Harriet Pole (HP)	Senior Project Officer, LiNCHigher Business Consultant/ Armed Forces Lead, BGU Policy Advisor (Education and Childcare) RAF Families Federation, RAF Widening Participation Officer, BGU Hub Officer, LiNCHigher Student WP Officer Access; Participation & Bid Writing Officer, Stamford College - Inspire Education Group Community Development Officer, RAF Scampton Community Engagement Manager, National Citizen Service Public Engagement Officer, Pathway UniConnect & De Montford University
Invited:	Holly Clayton (HC) Caitlin (CS) Lara (L-S)	HE Recruitment and Widening Participation Lead, Lincoln College Student Student
Minutes Secretary	Jessica Darnell	Senior Project Officer, LiNCHigher

All members agreed to the recording of the meeting.

1. Apologies

1.1 Apologies were received from the following members:

- Michelle Woolman-Lane (MWL), Armed Forces Officer, Rutland County Council
- Terri Moloney (TM), RAF Recruitment and Selection Officer, RAF
- Baka Avery (BA), Project Manager, Pathways Uniconnect
- Elizabeth Papworth (EP), Armed Forces Officer, Rutland County Council
- Emma Jubbs (EJ), Assistant Director Recruitment, University of Lincoln

The Chair welcomed members to the meeting.

2. Minutes of the Previous Meeting

Actions

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| 2.1 | The minutes of the previous meeting held on 21 st January 2021 were agreed as a true and accurate record. | |
| 2.2 | Matters Arising | |
| 2.2.1 | Matters Arising (Refers to action 2)
JD noted that this was raised at the last meeting by the Community Development Officer, RAF Scampton, to send through the terms of reference for the Young Peoples Board to JD to request attendance. JD confirmed the action point would be brought forward to the next meeting | <u>GA</u> |
| 2.2.2 | Explore Themes (Refers to action 4)
TM would invite Sarah Buffy to attend meetings moving forward. JD confirmed the action point would be brought forward to the next meeting. | <u>TM</u> |
| 2.2.3 | Roles and Responsibilities of hub members (Refers to action 5)
MWL would invite a head teacher from East Midlands area to the group. JD confirmed the action point would be brought forward to the next meeting. | <u>MWL</u> |
| 3. | New Developments | |
| 3.1 | <u>Resources</u> | |
| 3.1.1 | It was agreed JD would create an excel data base of all group members names, job roles and emails and place on the Teams group for members to access. | <u>JD</u> |
| 3.1.2 | JD asked members to give a status update on any developments since the last meeting. | |
| 3.1.3 | The policy advisor (LB) gave an update from the RAF Families Federation prospective. They have been involved nationally in the area of children, young people. The RAF Benevolent Fund have carried out research with young people based around the country comprising of information of what its like to grow up as a service child. | |
| 3.1.4 | It was agreed LB would share the research in the Teams group for all members to access. | <u>LB</u> |
| 3.1.5 | LB noted the release of the early years (preschool) child care report created by the RAF Families Federation highlight access to child care as they move around the country. They have also launched a new overseas section on their website to help families as they are assigned overseas and move around the world with the whole family and then settling back into UK life afterwards. | |
| 3.1.6 | LB noted in May/June 2021 the tri Families Federations will be running a series of social media and website campaigns on education and childcare. LB noted if any members wanted information adding to those channels to send details across to be added. | |
| 3.1.7 | LB noted the service children in state schools report – voice of schools has been published. This report focuses on a survey with state schools in England including how they are supporting Service children, what they find the challenges are and what | |

practice is taking place currently. Over 400 responses to the survey directly from schools. The report could feed into any CPD sessions we offer as a group. Covers aspects around mobility, separation and deployment (operational deployment and serratation from parents working away repeatedly).

- 3.1.8 The Community Engagement Manager (CD) gave an outline of the products available through the National Citizen Service (NCS). Summer programmes are on offer for 16-17 year olds. Starting in July and running all the way through August. Varying dates for young people to choose from to allow flexibility around other commitments. Choice of a three week and two week model. The programmes aim to with various aspects including support transitions, employability, meeting new people and life skills that aren't taught in the classroom. The three week programme includes;
- First week: residential stay at an outward-bound centre. Activities include rock climbing, abseiling, canoeing etc. individuals are placed in groups of 16. This aspect is all about team building and getting to know the individuals they have been grouped with.
 - Second week: based in their home location. They participate in different workshops for example employability, independent living skills, confidence building and public speaking. This aspect of the programme can be tailored to the young people attending. Local businesses and community stakeholders are brought on board to support the young people throughout the week.
 - Third week: this concentrates on social action and helps the young people to support and learn about their community.
- 3.1.9 The two week programme is exactly the same as the three week programme minus the residential element. NCS runs nationally. It's a programme that can support students from an Armed Forces background if families are relocated, they can be supported to transition to the programme in their area.
- 3.1.10 CD noted that if any members had suggestions for the second week of activities to support young people or any individuals/organisations that should be consulted or engaged to send the suggestions across. NCS are interested in collaborating to ensure young people are supported especially with the effects of COVID on education and social aspects. Alongside engaging as many young people as possible.
- 3.1.11 NCS traditionally doesn't specifically engage with service children however they cover/deliver in mainstream schools where most service children will reside. CD noted the possibility of creating and delivering a specifically targeting programme for students from an Armed Forces family or supporting engagement from the same individuals on the prearranged two/three programmes in the summer.
- 3.1.12 CD noted the local action groups, run through NCS will start in September 2021. There is one local action group per local authority. They meet as a group once a month for at least five hours to talk about social action. They mainly include workshops however can be tailored and are driven mainly by the young people attending. Individuals can take part in the social action group even if they haven't attended an NCS programme. it's a change for young people to support and embed themselves in their community.
- 3.1.13 CD also noted tailored college programmes have been run previously in the autumn. For example, a construction course involved in the programme requested the social action aspect relate to construction.

- 3.1.14 The WP Officer Access; Participation & Bid Writing Officer (HJ) posed the question: What cost implications are there for young people?
- 3.1.15 CD responded NCS is a Government funded programme which covers most costs which averages out about £1400 per young person. The most a young person will ever have to pay is £50 which covers food, transport, accommodation and all the venues. The only thing they may have to pay for is a bus fare to their pickup locations for the social action projects plus any snacks they may desire. There are bursaries available on a case by case basis which can reduce the cost to as low as £10 for the whole three week programme.
- 3.1.16 The Senior Project Officer (JD) noted previously LiNCHigher has support student that come under the Uniconnect postcodes and underrepresented groups.
- 3.1.17 Business Consultant/ Armed Forces Lead (KN) posed the question: Have you done this in the Lincolnshire are previously?
- 3.1.18 CD noted the NCS programme has been running since 2011. In total working with about 600,000 young people across England. Most of that work has been with mainstream schools with a bigger approach taking place now to make the programme more universal and accessible.
- 3.1.19 Student (LS) noted their experience of being a team leader on NCS programme. the training they underwent heavily emphasised working with minority groups however students from an Armed Forces family weren't mentioned. The group they supported didn't have any Service children however there were groups where young people had identified as a Service child. It would be useful for leaders to understand the challenges and experiences faced by Service children. The NCS programme is similar to the tri services cadet summer programmes however this programme offers the chance to build relationships with diverse groups of people and a chance for young people who may have newly relocated to the area to interact within their community.
- 3.1.20 CD noted a contingency plan has been developed if another lockdown were to happen this year. The first aspect to be cut would be the residential and if the other two weeks weren't able to progress with small groups the programme would be moved virtually (already trailed and tested in 2020). Restrictions would be dictated by the Government. CD noted if anyone wanted an information session running for young people to get in contact as a recruiter can be arranged face to face or virtually.
- 3.1.21 LS noted the positive movements working with a local Military base could have for all involved. It's a chance for civilian students engaged in the local NCS programme to understand the culture for all involved in Armed Forces life. Most bases will have facilities to support these programmes if they are not high security.
- 3.1.22 JD noted previous conversation with CD to develop a collaborative programme supported by local bases run through the Lincolnshire and East Midlands SCiP Alliance hub. There was uncertainty to accessing bases for these types of activities.
- 3.1.23 The Community Development Officer (GA) noted local bases had supported the John Higgins Trust, Princes Trust and the cadet camps previously. There are facilities available for programmes to be housed.

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| 3.1.24 | It was agreed GA would take the question of NCS programmes accessing/ being housed on bases in Lincolnshire back to base Community Development Officers and update at the next meeting. | <u>GA</u> |
| 3.1.25 | It was agreed CD would share the marketing materials for the NCS programmes to all members including materials for the recruitment of team leaders for distribution to colleges and universities. | <u>CD</u> |
| 3.1.26 | The Widening Participation Officer (GG) noted the Archaeology masterclass taking place on Tuesday 20 th March 2021. The activity includes a virtual field trip exploring physical remains of the airfield at RAF Thorpe Abbots in Norfolk. | |
| 3.1.27 | It was agreed GG would share the sign-up information for the Archaeology masterclass with all members. | <u>GG</u> |
| 3.1.28 | LS noted a development with exploring the current offer to support trainee teachers with inclusion and diversity. On the PGCE course there is a teaching inclusion and diversity module which is delivered on the education studies course in second year. LS spoke with varying students at different institutions and a similar module exists at other universities on teaching/nonteaching courses as well. It invites the option to support academics to add in a module highlighting the experiences of students from Armed Forces families and how best to support them. | |
| 2.1.29 | KN noted work is taking place across Bishop Grosseteste University to include elements to educate individuals about the Military. KN invited Sue Jarvis to the next meeting to talk through some of the work being undertaken as part of a new hub to support families new to the area to sign post who to talk to and where to access support. KN noted the development of guides which could support families and housed on the Future Focus (LiNCHigher) hub. | |
| 4. | Collaborative project with Yorkshire and the North East SCiP Alliance Hub | |
| 4.1 | <u>Creative Forces Days</u> | |
| 4.1.1 | JD noted the Creative Forces days will be created and delivered collaboratively with Yorkshire and the North East SCiP Alliance hub virtually. Usually, these events would take place face to face on a HE campus. These days are specifically designed to inform and support Service children from Armed Forces families within their school environment. The two separate free conferences will cater for primary and secondary schools/colleges predominantly across Lincolnshire, East Midlands, Yorkshire and the North East. | |
| 4.1.2 | JD noted the aim of the event is to work with the young people within schools and colleges across the country to raise aspirations and awareness of further and higher education. The free conferences will bring together the perspective of practitioners and students from Armed Forces communities. | |
| 4.1.3 | JD noted we will be looking for contributions for interactive workshops for both days covering topics such as: <ul style="list-style-type: none"> • FE/HE outreach activities | |

- Supporting students to achieve their potential
- Exploratory sessions: understanding the experiences of students from Armed Forces families and top tips to support
- Armed Forces services
- Subject Specific (e.g. STEM or Art & Design)

4.1.4 JD noted the workshops will be delivered online in the morning of the conference and will be 45 minutes long. Depending on the quality and number of workshop proposals presenters may be asked to deliver the workshop twice.

4.1.5 JD noted elements of both events will include a Q&A panel comprising of current FE/HE students (civilian and Service students) and professional staff.

4.1.6 JD noted as part of our aim to support Service children and create a lasting legacy we will be producing support packages to send out to all attendees. We will be looking for donations to add into these boxes. We will aim to include; student from an Armed Forces Families guide to HE (printed copies) and personal statement support guides (printed copies).

4.1.7 JD noted a meeting will take place on 14th April, 10:00-11:00am to discuss the plans for the Creative Forces Days. Invites will be distributed if individuals are interested in supporting. At this meeting we will have a finalised date for June to run the events.

4.1.8 GG noted the teacher assessments with marking and moderating GCSEs are taking place through to June which may affect attendance.

5 Webinar series for teachers, practitioners and education professionals

5.1 Thriving Lives Conference

5.1.1 JD noted this event will introduce the Thriving Live Toolkit designed by the SCiP Alliance for schools to utilise to support students from Armed Forces families. the initial session would run through the toolkit and how to practically use it.

5.1.2 JD noted a programme of CPD session would be implemented over a series of weeks for attendees to access focussing on aspects such as;

- Challenges faced by young people from Armed Forces Families and how to support within the school environment.
- Pupil Premium – what is it and how can it be used.
- MoD run sessions
- FE/HE Level Up Outreach sessions

5.1.3 JD noted if member have any suggestions for CPD topics to raise them.

5.1.4 LS noted from experiences knowledge of certain bursaries and sponsorships available for Service children would be useful for teachers to be aware of. Also, covering the subjects/careers which are high priority to recruit individuals into such as Dentistry and Medicine with the tri services. Signpost towards services that can offer this advice to teachers. LS also noted some universities offer society cadet programmes linked to

local bases to support the extracurricular activities and transition after university into the Armed Forces.

- 5.1.5 JD noted as part of our aim to support Service children and create a lasting legacy we will be producing support packages to send out to all staff attendees to the Thriving Lives Conference/CPD sessions. Again, we will be looking for donations to add into these boxes. We will aim to include; Thriving Lives Toolkit (printed copies), local Lincolnshire and East Midlands SCiP Alliance Hub offering (printed copies) once created and top tips guide to supporting students from Armed Forces families (printed copies)
- 5.1.6 LB noted the tri service Families Federations have pulled together a small pack of information covering an introducing to Armed Forces life with a focus on young people. LB noted the support pack could be added to the support boxes and also would be happy to deliver a CPD workshop which includes signposting to different services.
- 5.1.7 KN noted an interested in attending ta session hosted by LB as a career advisor and looking to link progress with the inclusion and diversity module element for PGCE programmes.
- 5.1.8 GA noted previously play work sessions have been offered and could be something offered for the Creative Forces days. Through lockdown engagement on bases with senior young people has been lost. This even could be a chance to draw them back in to access support.
- 5.1.9 LS noted the use of work experience opportunities for young people to engage on local bases. Making links with schools could be useful to offer activities and placements if base security would allow this to take place. This would also open dialogue and increase knowledge about the activities/careers taking place on bases.
- 5.1.10 GA noted the only local base previously offering work experience programmes was RAF Scampton however they have pulled the programmes with the base closing by December 2021.
- 5.1.11 **It was agreed GA would take the question of local base work experience programmes on offer back to base Community Development Officers and update at the next meeting.**

GA

6. Any Other Business

6.1 Lincolnshire and East Midlands School Enquiry

- 6.1.1 JD noted a local school had been in contact to establish the Lincolnshire and East Midlands support offering to schools. They had been directed to the group via the organisation Education Trust. JD was trying to arrange a meeting to establish the number of Service children and what support was needed.
- 6.1.2 JD noted at the next meeting the group needs to establish a set of core offerings of support to propose when enquiries are received to support Service children. This could be CPD sessions, guides, pre-recorded content or signposting. These can be

branded and packaged through the group and a marketing campaign to disseminate within schools and colleges. It would be ideal to create programmes before the end of July if funded is needed. This can be linked to through the LiNCHigher Service families' budget.

6.1.3 **Date of the Next Meeting**

Meetings will be held quarterly, with the next meeting to be held on Tuesday 22nd June 2021, 2-4pm.