

Paul Mullins  
Chair  
The Education and Training Foundation  
157-197 Buckingham Palace Road  
London  
SW1W 9SZ

15 August 2017

Dear Paul

## **GRANT VARIATION FOR THE EDUCATION AND TRAINING FOUNDATION**

I am writing to confirm changes to the Education and Training Foundation's 2016-17 Grant Funding Agreement. This was originally set out in the Grant Offer Letter dated 31 March 2016.

The revised Grant Funding Agreement for 2017-18 is £22,505,300. This is calculated as follows:

- 1. Original Grant Funding Agreement for 2017-18: £14,455,300;**
- 2. First Grant Variation Letter dated 21 April of up to £7,000,000;**
- 3. The additional Grant Funding of up to £1,050,000 for the 2016-17 financial year, as set out in this Grant Variation Letter.**

The additional Grant Funding of up to £1,050,000 is made up an additional £250,000 for WorldSkills UK, £600,000 for Offender Learning Workforce Activity and £200,000 for SEND Workforce Development.

The activity and outcomes expected from the £1,050,000 of additional funding are set out below. These activities are in addition to those set out in Annex F of the original Grant Funding Letter.

### **1. An additional £250,000 for WorldSkills UK**

An additional £250,000 for WorldSkills UK will support the international element of this activity and help to bolster and support a Team UK contingent of around 30 competitors to the WorldSkills UK competition in Abu Dhabi in the October 2017. This additional payment is to be match funded by the Welsh Government who are expected to fund WorldSkills UK directly.

### **2. Up to an additional £200k for SEND Workforce Development**

#### Activity

- A scoping and mapping activity of existing CPD for SEND managers and other CPD such as ETFs generic leadership and management CPD.

- Identification of CPD needs through a Training Needs Analysis and in-depth interviews with SEND managers.
- Setting up of an Advisory Group to ensure rigour and receive sector feedback on the project.
- Facilitation of 6 national collaborative practice events to provide input on knowledge and skills to address gaps identified in the training needs analysis and in-depth interviews and to pilot peer-to-peer exchange of effective practice, skills and knowledge building on the outcomes achieved in 2016-17.
- To develop a communications strategy to raise awareness of the offer and to promote take-up and benefits of CPD.
- To carry out an independent evaluation of the impact of the activity on middle managers and organisations.

### Outcomes

- Middle manager who predominately support students with SEND are better able to understand and access the CPD opportunities available to them.
- Middle managers have a clear and coherent professional development framework they can follow and reflects the evidence founded through the training needs analysis of managers of SEND provision.
- Middle Manager feel better supported to develop their careers in SEND management and progress onto senior leadership.
- Middle managers feel they have a variety of training approaches they can access including being able learn from others through peer-to-peer exchange of skills and knowledge.

### KPIs

- KPIs are as detailed in the 'ETF SEND Programme Board Project Plan' issued on 26 May 2017.
- This is a working document and changes will be agreed between the DfE SEND Unit and ETF during the year. Updated versions of that document will be provided to the DfE ETF Sponsor team, from time-to-time.
- A variety of training approaches middle managers can access including being able learn from others through peer-to-peer exchange of skills and knowledge.

## **3. Up to an additional £600,000 for Offender Learning Workforce Activity**

### Activity

- Research and develop a 'Governors Commissioning Education' module.
- Increase the flow and improve the quality of teachers working with prisoners by rolling out resources to promote teaching in prisons.
- Develop the level of maths and English skills, contextualised for prisons.
- Inform the development of the Her Majesty's Prison and Probation Service holistic personal learning plan.
- Build and roll-out Continuing Professional Development (CPD) to support the blended learning session plans.

- Identify effective practice to support prisoners with learning difficulties/disabilities (SEND).
- Maintain and develop relevant content on Offender Learning Exhibition Site, Excellence gateway and Foundation Online Learning.
- Publish and disseminate across all English prisons an offer brochure and a quarterly newsletter.
- Continue to facilitate access to the existing ETF tools and programmes, especially the maths and English pipeline.

### Outcomes

- High quality and relevant learning module produced for inclusion in the prison governors' development programme.
- Managers feel equipped to manage the education regime more effectively and provide appropriate support to their teams.
- More teachers consider a career as a prison educator.
- Improved confidence and skills of teachers to deliver maths and English support.
- Teachers feel confident to personalise learning.
- Teachers have a greater variety of tried and tested methods of using technology effectively.
- The workforce are better informed about what delivers effectively.

### KPIs

- KPIs are as detailed in 'ETF Offender Learning: 2017-18 Operating Plan' document issued on 10 July 2017.
- This is a working document and changes will be agreed between the Ministry of Justice (MoJ) and ETF during the year. Updated versions of that document will be provided to the DfE ETF Sponsor team, from time-to-time.

We agree that all other terms and conditions of the Grant Funding Agreement remain unaltered and that no other liabilities, financial or otherwise, shall accrue to the Department because of the above amendment.

As stated in the terms and conditions of the Grant Funding Agreement, you may not retain any portion of the grant that has not been used by the end of the financial year in the Grant period without our written permission. We confirm acceptance of the variation on the terms specified above.

Please sign two copies of the certificate, retaining one copy and returning the second to me.

Yours sincerely



Dominic Hastings  
Deputy Director, Corporate Sponsorship and Funding