

## Head Teachers' Bulletin – 14<sup>th</sup> Oct

### Events in the coming week

#### School visits

St Thomas More – Monday 17<sup>th</sup> Oct 10.30

St Alban's – Wed 19<sup>th</sup> October 10.30

St Joseph's Handsworth – Thu 20<sup>th</sup> October 10.30

**Chairs' Forum (Remote Meeting) – Wed 19<sup>th</sup> October 6.30pm**

### Actions from this Bulletin

1. **Schools who have joined the trust – Contact Anita to book in a visit with Adnan and Steve for you and your Business Manager** (see notes below)
2. **Schools that joined St Clare in September and were single academy trusts** – Please let Anita know if anyone in your school filled in a RAAC questionnaire before the summer (see notes below)
3. **Hosting Directors' Meetings** – Confirm with Anita whether or not you can host a directors' meeting on the suggested date (See below)
4. **If you helped to deliver and/or took part in the 'Aspiring Heads' programme in the Diocese, please let Steve know**
5. **Please note the actions from the Heads' Forum shared in last week's bulletin.** I have copied these actions at the end of this Bulletin for convenience. Thanks to those who have responded already.

**Please follow us on twitter @stclarecmt and tag us in to your posts, we love to see the great work happening in our schools.**

### New Updates (since last bulletin)

#### Review meetings with Adnan and Steve

Adnan and I would like to get out and meet with Heads and Business Managers in schools that joined the trust in September. We are very aware that it has been tough in different ways for different schools and we would like to get a sense of the individual challenges at each school, as well as things that have gone well and/or hopes and ideas for the future. This will help us to plan future working. We will also be able to give you a sense of how things are going to roll out and develop in the coming weeks and months.

If it would help you and/or your business manager to have this meeting before the half term break, then it is most likely that we need to do that as a single meeting with several schools together, which we can follow up with a school visit later in the term if that would be helpful.

## Head Teachers' Bulletin – 14<sup>th</sup> Oct

Anita will be in touch to book in some times. When responding, please do indicate if it would be helpful to have a meeting this side of the half term break, which, as I say will most likely need to be with a group of schools to make sure we can fit it in.

### Senior Leaders (Deputies) Meeting

Following the Heads' Forum, the Senior Leaders' Group (formerly known as the Deputies Group) met. I have attached the notes from that meeting with this bulletin. Thank you to Alex and Lysie for coordinating and sharing the minutes.

There were similar themes from the meeting that were discussed at the Heads' Forum. As a way forward we are proposing that:

- We ask the group to do some peer work looking at how senior leaders evaluate and influence the quality of teaching and learning across our schools. This provides a focus for the meetings and will provide some really useful feedback to inform future priorities for collaborative work.
- We re-start the 'aspiring heads' programme (probably under a different name). With that in mind, I would be grateful if you can get in touch with me if you helped to lead aspects of that programme in the past, or if you were on the programme.

### Venues for directors' meetings & links with the board

Some of you have kindly hosted directors' meetings in school already and the directors are keen to have meetings in schools across the family to help them to get a real sense of the schools in the trust – being more than just names, descriptions and numbers on a report.

As part of that, directors invite a representative from the host school to meet with them before the formal meeting, just to share something of their school. This could be a tour, or a talk through some highlights from the school, or whatever would work best for you.

Meetings take place in the evening from 7-9pm and Directors would plan to arrive for 6.30 to have a chance to meet with someone from the school beforehand.

I have put together a suggested rota (below) for meetings through the remainder of this year with schools that the Directors are yet to attend. We are very mindful of how much work you have to do and that this means colleagues staying late, so please do say if the proposed date does not work well for you, or indeed if you'd rather that we didn't run a meeting at your school.

Date	Meeting	Venue
30/11/2022	Chairs' Forum	All Saints
13/12/2022	Trust Board	Sacred Heart
07/02/2023	Trust Board	St Mary's
21/03/2023	Trust Board	St Marie's
29/03/2023	Chairs' Forum	Holy Trinity
16/05/2023	Trust Board	St Theresa's
11/07/2023	Trust Board	St Ann's
12/07/2023	Chairs' Forum	St John Fisher

## Head Teachers' Bulletin – 14<sup>th</sup> Oct

### RAAC questionnaire

The DfE is surveying schools to check on a type of concrete (Reinforced Autoclaved Aerated Concrete – RAAC) that was sometimes used in construction between the 1930s and 1980s. If your school has RAAC used in any buildings, it will need specialist monitoring.

If you are an academy, you should have received a survey to fill in last March. I need to check if any academies which joined St Clare did not fill in a survey, or are not sure as we will need to do that now. So, if you were a single academy trust and you joined St Clare this September, please let Anita know as soon as possible whether or not someone filled in a RAAC survey before the summer. If you don't know, please also let Anita know.

## Items copied from previous weeks' bulletins for reference

### Actions from the Heads' Forum

1. **Contact John Coats (jcoats@notredame-high.co.uk) if you have any thoughts on the questions from his presentation (attached):**
  - Would you support the development of the internship programme to include primary and/or additional subjects at secondary?
  - In what ways could The Sheffield SCITT better support school improvement within St Clare CMAT?
  - Are there any ways in which St Clare CMAT schools/The Sheffield SCITT currently work in an unhelpful way around teacher recruitment?
  - Are there any obvious next steps?
2. **Contact Steve if you were looking for a subject network on Computing**, outlining what you are looking for (e.g. Someone with a strong curriculum who can help you implement it, someone to do some peer review on what you have already, or a more informal network to tap into)
3. **Contact Steve if you have any feedback on the suggested outline of the cross-phase work on writing.** Is that what you are looking for? Anything else? Please also get in touch if there are people you think we should approach to help lead this work, either within our schools or who you've worked with externally.
4. **If you would like to be involved in a trial of the shared SEF and SIP format and some peer moderation, please let Steve know.** Thanks to Alison, Helen, Lindsey and Dids for offering in the meeting. I will be in touch soon.
5. **Put 23<sup>rd</sup> and 24<sup>th</sup> March in your diary as dates for our St Clare Conference.** Details to follow.
6. In addition to the specific feedback requested on points above, please do share thoughts or ideas that you have on any of the items discussed.