

Head Teachers' Bulletin – 3rd Mar 2023

Events coming next; week beginning 6th Mar

Writing moderation; Y5/Y6: Thursday 9th March – All Saints 2.30-4.00pm

School Improvement Feedback workshops (Please book via form & Teams link will follow);

- Wed 8th March – 10.30-12.00
- Fri 10th March – 1.00-2.30pm

School Visits

- Holy Trinity – Thus 9th Mar 9.30-12.00

Future events

Heads' Conference – 23rd & 24th March

Actions from this Bulletin

1. **Please book onto one of the workshops to give feedback on the school improvement proposals** – dates and link to book are on the attached overview of the proposals
2. **Please get in touch with Steve if you would be willing to lead one of the development sessions at a future senior leaders' meeting**
3. **Please share any feedback on the ECT policy** – particularly if you are a school already in the Trust and you have ECTs

New Updates (since last bulletin)

DSL meeting

Thank you to all colleagues who were able to attend the meeting. I really appreciated the feedback and thoughts about how we might usefully develop our work together across the trust.

I have attached with this bulletin a summary of the main outcomes from the meeting. Please do share these with your DSL (if it isn't you) and any other colleagues who work in your safeguarding team. I would welcome any further thoughts or suggestions on the things we are proposing particularly from any colleagues who weren't able to attend.

As you will see, there was a strong appetite to establish a DSL network across the trust, to work together on audit and review and to develop some more centralised and consistent approaches to some activity.

Trust Finance Assistant

I have shared in the notices section below a copy of an advert for Trust Finance Assistant that will be

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going out today. I share it both to keep you in the loop about recruitment to central roles and also so that you can share it with any colleagues or members of the wider school community who may be interested. Further details, including job description and person specification can be requested by contacting recruitment@stclarecmat.org.uk

Development input for Senior Leaders' Meetings

I am still looking for Heads (or suggestions for other colleagues to approach) who would be willing to share a bit about their experience of headship at the start of one of our senior leaders' meetings. I have noted the themes and dates for the sessions below for convenience (I sent a full outline of the programme with last week's bulletin).

I absolutely understand that it is another thing to do in the already unmanageable list, but I hope that it isn't too big an ask and I know that colleagues in senior leadership positions would really appreciate the input. Please do let me know if you would be willing to help and if so, do you have a particular theme/date that you are interested in.

Dates/Themes (all meetings start 1.30pm):

21st March – Servant Leadership

24th May – Culture and Ethos

4th July – Managing the organisation

Aut 2023 (Dates TBC) – Leading learning and Teaching (2 sessions)

Spring 2024 (Date TBC) – Governance and Accountability

Spring 2024 (Date TBC) – Strengthening Community

ECT Policy Review

Our Trust ECT policy is up for review. I have attached a copy of the current policy with the proposed changes shown (as track changes). It is largely an expression of the statutory requirement for the ECT programme. I would welcome any comments or suggestions you have about the policy. Please feel free to share it with another colleague in school if they are more sensible to give feedback.

Particularly for schools already in St Clare's Trust who have ECTs, please do check that the policy does reflect what is happening in practice in your school. If there are differences, please flag these up. Finally, if you are in the Trust, you have ECTs and you are using a programme other than that provided through the Ambition institute, please also let me know. This is to help me to give Directors an overview of the approach being followed in different schools.

Strike Action

Thanks to colleagues who are in St Clare CMAT for updating me on what you did at the strike on Tuesday. If you haven't let me know already, please do drop me a line, which could just be a copy of the letter that you sent out to parents.

Notices

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St Clare Trust Finance Assistant Job Advert

Job Advert

Do you see yourself joining a growing central finance team as a Finance Assistant, supporting our primary and secondary colleagues with day to day financial management activities as well as upcoming and exciting projects?

St Clare Catholic Multi Academy is currently seeking a Finance Assistant to join our small but growing central finance team. With an understanding of basic accounting principles, practice and terminology and transaction processing experience, this is an exciting opportunity for you to join us at this early stage in our development.

We can offer career development opportunities as we grow, flexible working arrangement and on-going access to training and development.

What you will be doing:

- Prepare and posting cashbook entries.
- Processing purchase and sales ledger entries
- Processing and reconciling staff expenses.
- Monitoring and managing the central finance mailboxes.
- Respond to, and resolve queries, taking action as appropriate and identify any preventative measures.
- Supporting your line manager and team members.
- Prioritise workloads.
- Ensure that agreed timescales are adhered to.

What you'll bring:

- Understanding of basic accounting principles, practice and terminology.
- Ability to work in an organised and methodical manner
- Enthusiasm and personal drive.
- Professionalism

It would be great if you had:

- Willingness to obtain and/or enhance qualifications and training in post
- Experience of working in a public sector organisation e.g. Academy/Schools, Local Authority, NHS
- Understanding of our aims and objectives.

If you are interested in this role but not sure if your skills and experience are exactly what we're looking for, please do apply, we'd love to hear from you!

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Employment Type: Permanent

Location: Sheffield City Region

Salary: NJC Points 5 - 10

Benefits: Local Government Pension Scheme

Generous Annual Leave Entitlement

Hybrid Working Arrangement

Free Onsite Parking

Opportunities for professional development

Although this role is advertised as being part-time to full-time, we believe that flexibility at work can promote work/life balance, increase your motivation, reduce stress and improve performance and productivity. We support different ways of working and can offer a range of flexible working arrangements. So, if you're interested and need to work flexibly, we encourage you to apply and talk to us about what might be possible

Holy Trinity - Come and hear about Mathematics Mastery at our school

We, here at Holy Trinity Barnsley, are delighted to be hosting a learning walk, with Ark Curriculum Plus Mathematics Mastery (MM). We are now in our 5th year of using the Mathematics Mastery programme across all year groups and have been really impressed with how pupils are improving year on year.

This is a great opportunity to find out more about the MM programme of curriculum-integrated professional development, designed to support schools in developing the teaching of mathematics. The information session will be facilitated by a member of MM staff and we will also be on hand to tell you about our school's journey with MM over the years, including both the challenges and successes.

This year, the DfE, through the EEF, really want to help scale up Mathematics Mastery primary and reach as many schools as possible based on the proven impact from their 2014 study which saw on average an additional 2 months' progress for pupils in KS1. To incentivise schools to become part of MM, they are offering an 80% subsidy on the cost of their KS1 Tailored package, meaning a school can sign up their whole school for just under £3000.

Full details of the event are:

Date: 13th March

Time: 09:30 – 11:30

Location: Holy Trinity

Carlton Road

Barnsley

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Book your place here

Please book your place early to avoid disappointment. Maximum of two attendees per school.

Full details on the Primary programme can be found here. Their team are also always happy to have a conversation, so please get in touch directly on 020 3116 6363 or email at partnerships@arkcurriculumplus.org.uk.

Please do come along and find out if Mathematics Mastery is also the right fit for your school where you can build on, develop and embed a coherent, effective approach to maths teaching.

Items from previous bulletins

School Improvement Proposals

Thanks to everyone who has either responded to book a place at one of the school improvement feedback workshops or who has expressed an interest in aspects of the director of school improvement role.

The school improvement feedback workshops will be an opportunity for me to respond to any questions you have about the papers I shared before the half term which covered a proposal for the role of Executive Director of School Improvement and an outline of the proposed process for self-evaluation and school improvement planning. I will also welcome any general feedback on these proposals through the workshops and this feedback will inform final plans. To book onto a workshop, please use the link below, where you can indicate the date you would like to attend. I will then send you the relevant Teams link for the workshop.

<https://forms.office.com/Pages/ResponsePage.aspx?id=L4x9viv7-EyF9V4qku-M7WFKEAxkXAhCmh53zjxxvnBUNkFDR1A4T0hYVkfFGM1cwSk1GRUU1SDNZMy4u>

If you or another colleague in your school is interested in all or part of the proposed executive director role, I will be keen to book in an individual conversation with you. Please get in touch with me via email.