

## Head Teachers' Bulletin – 19<sup>th</sup> May

### Events this week (week beginning 22<sup>nd</sup> May)

**DSL Network Meeting** – Tue 23<sup>rd</sup> May 3.30-4.30pm on Teams

**Senior Leaders' Meeting** – Wed 24<sup>th</sup> May 1.30pm – 3.30pm Sacred Heart School

### Events coming up after the half term

**DSL Network Meeting** –Thu 15<sup>th</sup> June 3.30-4.30pm on Teams

**School Improvement Capacity, SEF and SIP meetings** – Tue 13<sup>th</sup> June & Tue 27<sup>th</sup> June, both 9.30-11am Pastoral Centre

### Actions from this Bulletin

1. **Learn Sheffield Subscriptions** (this action is relevant to all Sheffield Schools + St Alban's and Holy Trinity) – Please complete the form at the link below. It should take no more than 5 minutes. **Please complete the form by Fri 26<sup>th</sup> May.**  
<https://forms.office.com/e/1mRe9MmLC6>
2. **School Improvement Capacity Categorisation + SEF Summary online forms.** All schools in the Trust and those who would like to be part of the SEF and SIP meetings next term, please **complete the online forms at the links below by 8<sup>th</sup> June.**  
[Self Categorisation Form](#)  
[Summary and overall effectiveness](#)

### New Updates (since last bulletin)

#### Heads Forum Notes

Thanks to Maria and Emmeline for hosting us on Tuesday. For convenience, I have attached a copy of the notes from the Forum along with a copy of the information about SEF and SIP. This is the same information emailed separately earlier this week, so if you have already seen it, you can ignore this.

I have also included the links in the actions section above for the online SEF and School Improvement Capacity Categorisation documents that need to be completed by 8<sup>th</sup> June, in preparation for the meeting on 13<sup>th</sup> June. These are the same forms (and links) that are included in the attached information about

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the SEF and SIP work in the summer. They are not extras! I have just included the links in the bulletin for convenience.

### Calendar and Governance Schedule

As discussed at the Forum, we have put together a calendar and updated Trust Governance Schedule for next year and I have attached these with this bulletin.

Please let me know if there are obvious issues with any of the dates for events, or any of the deadlines. I would also welcome any feedback you have on the content and format, i.e. does it have the information you want and/or do you have suggestions or comments about how it could be made clearer or more useful?

If you have no comments, you do not need to respond. I will republish these documents at the start of the new half term with any amendments included and if I haven't heard anything by then, I will take this to mean that there are no urgent issues to address.

### DSL's Network Meeting

Anita will send a link to this remote meeting to those DSLs who responded to say that they could attend. For reference, the agenda for the meeting is:

1. New KCSIE updates (if published) & plan for Safeguarding Policy Review
2. Agree dates and plan for pilot safeguarding reviews next half term
3. Safeguarding training – checklist and resources:
4. Plan when/how we will return to items raised by DSLs for further discussion
5. Emergency items

### Learn Sheffield Subscriptions

I apologise that this item does not apply to every school in the wider family, but it does apply to all schools currently in the Trust and Sheffield Schools who are not yet in the Trust.

Learn Sheffield are in the process of agreeing subscriptions for next year. They have already been in touch with Sheffield schools directly about this.

We are planning that St Clare CMAT manage this centrally (i.e. one contract and bill for the Trust) and I am talking to Stephen Betts at Learn Sheffield about this. This contract will include access to Learn Sheffield programmes and School Improvement Partner Days for Holy Trinity and St Alban's as well as subscriptions for all Sheffield Schools in the Trust who want to remain subscribed. While we are doing that, we would also be happy to include Sheffield Schools who are not yet in the Trust in the central

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contract. For schools in the trust, the costs would be part of the central charge and for those not yet in the Trust, we would invoice you for your contribution.

The benefit of doing this centrally, apart from reduction in admin, is that it would allow us to 'pool' some of the days and services where there are things that all schools (or a group of schools) want time on, allowing us to use days (and other programmes) more efficiently. This will allow us either to reduce the total number of days we need (so reducing cost) or maintain the current cost but get extra benefit. I am also proposing that the Trust will keep some days for central deployment in reserve in case an individual school needs some bespoke support later in the year.

To be able to plan the detail of this approach, please visit the MS form (link above in the 'actions' section) to answer a few quick questions (it should take 5 minutes). The questions are just to gather who wants to subscribe/be part of the central contract and to get an indication of how many days of support you would be looking for. I have also asked for an indication (if you know) of what you would plan to use the support days for.

I will then be able to use this information to decide on the number and type of subscriptions we need, so that each school gets the days and programmes you want to direct and to see how many pooled days we will use. I will get a summary out to you to inform your own planning once we have responses back from everyone.

To finish, some of you have been asking about whether you need to respond to the subscription request that has gone out to Sheffield schools, or whether you need to book in a discussion with Stephen Betts.

In answer to those questions:

- You do not need to arrange a subscription with Learn Sheffield if you are in the Trust or if you are a Sheffield school that wants to be part of a central contract
- You can book in a conversation with Stephen Betts about how you might use the days for your school once we have tied down the overall picture. However, if you already know what you want to use your school days for, you can let me know and I can have that conversation on your behalf if you prefer.