

## Head Teachers' Bulletin – 7<sup>th</sup> July

### Actions from this Bulletin

New actions for this week

**Head Teacher Appraisal Dates** – Anita will be sending out dates when I will be available for Head Teachers' appraisal. Please respond as soon as possible with your preferred date, or to let Anita know if none of them work for you.

**Local Academy Committee meeting dates** – Please send Anita the dates that your Local Academy Committee has set for meetings next academic year.

### New Updates (since last bulletin)

#### Heads' Appraisal 2023-24 (Schools in the Trust)

Thanks to everyone who has responded to the MS form already.

The typical response is that you do have an independent advisor to work with for next year and have not yet set dates. Anita will therefore be sending out some dates and times that I will hold as availability to join appraisal meetings. Please let Anita know which date you would like to go for, or if none of the dates work for you please highlight this as soon as possible.

#### School Improvement Visits – John and Fiona

Many thanks for your responses to booking visits for the Autumn term. The confirmed dates are as follows.

- Tues 12th September St John Fisher
- Thurs 14th September St Mary's High Green
- Tues 26th September St Thomas of Canterbury
- Thurs 28th September Holy Rood
- Thurs 5th October Sacred Heart
- Thurs 19th October St Joseph's Rawmarsh
- Tues 31st October All Saints
- Thurs 2nd November St Alban's
- Tues 7th November St Marie's
- Tues 14th November Emmaus
- Thurs 16th November St Thomas More

All visits are morning visits, 9-12. Further details will be circulated at the start of the autumn term.

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### Governance schedule and dates for governors' meetings

I have attached the updated Trust Governance Schedule for 2023-24 with this bulletin. Anita will also be sharing copies direct with chairs.

It has been updated to reflect things we've learned this year and, in particular, to work with the Trust Head Teachers' report format. Please note the strong recommendation that you schedule a Local Academy Trust meeting in the second or third week of each term, where the main focus will be on review of the previous term. This will tie in with the Heads' report format and the reporting schedule to the Trust, so hopefully will simplify things and cover multiple jobs with one meeting.

Please let Anita know the dates you have scheduled for Local Academy Committee meetings for the year ahead. This will help our planning and we will also share these dates with Learn Sheffield for schools who use their clerking service.

On a related note, next week I expect to be able to share an updated format for the Trust Improvement Plan and the promised common format for Head Teacher reports. These will be the formats we use next year. My thanks to Fiona, Liz and John for their work on these.

### Appeal for a KS1 moderator (or someone willing and able to help)

In preparation for writing moderation work in February 2024, we are looking for anyone across the family of schools who is a trained KS1 writing moderator, or from anybody who has expertise in KS1 writing who would be willing to assist the team of colleagues who are supporting moderation.

Please let me (Steve) know if you can recommend someone from your school and I will make contact.

While on this subject, I want to thank Claire Round, Lauren McKay and Emma Sefton who worked with others to run moderation this year and who continue to work with me to develop plans for follow up to the things that emerged from the moderation, in particular the common issue seen in lower levels of development of children at Early Years and the knock on to the rest of the curriculum. There are some exciting plans developing which I hope to share before the end of term.

## **Notices**

### 'Ahead Partnership' seeking a Head Teacher for non-Executive Director Role

Matt Davis (vice chair of directors) shared the link below to an advert for a Non-Executive Director role for 'Ahead Partnership'.

They're a "purpose led" business based in Leeds that work with employers to improve opportunities for young people facing barriers to enter the workforce. It involves a quarterly board meeting commitment, with £3k remuneration plus any incurred expenses.

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Of the roles they're looking to fill, they're specifically looking for a current Head Teacher. Matt wondered if this might be of interest to any of the Heads in the St Clare's family?

It could be a good way to get broader executive and strategic experience at relatively low time cost.

The link below takes you to the advert if you are interested.

<https://www.aheadpartnership.org.uk/seecmsfile?id=199>