

## Head Teachers' Bulletin – 24<sup>th</sup> May

### Dates for the diary

- 4<sup>th</sup> June – Writing Fundamentals 9.15-12 @ St Catherine's
- 7<sup>th</sup> June – EYFS Workshop – Assessment – 12-4 @ St Catherine's
- 13<sup>th</sup> June - Admissions Meeting 9.30-11.30 @ Pastoral Centre
- **13<sup>th</sup> June – DSL Network meeting 11.45 – 12.45 @Pastoral Centre**
- 20<sup>th</sup> June – EYFS Workshop – Characteristics of effective learning – 12-4 @ St Catherine's
- 5<sup>th</sup> July – EYFS Workshop – Lesson Observations – 12-3 @ St Catherine's
- 11<sup>th</sup> July - Admissions Meeting 9.30-11.30 @ Pastoral Centre

### Actions from Bulletin

- Please share with Anita dates of planned safeguarding training [via this form](#)

### New Updates (since last bulletin)

#### Governor Training Event

Many thanks to everyone who came to this event on Tuesday. I really appreciate your time and I hope that it was useful to you.

We will collate the information from the discussions in the meeting and will use that to plan next steps for training and work together in the coming year. I will share this through the Heads' Bulletin and Chairs' Forum next half term.

#### All Saints Ethos Day, 26<sup>th</sup> June

A reminder that All Saints have opened up the invitation for up to 2 colleagues from each school in the Trust to attend their Ethos Day on 26 June which will be delivered by David Wells. Please can you complete the microsoft form to confirm whether or not you (or your colleagues) will be attending and if so, how many. (Apologies if you have already emailed Sean to confirm but it would help to fill in this form too). Further details regarding the structure of the day will be sent out to participants nearer the date.

<https://forms.office.com/e/kminyq1BWi>

#### Learn Sheffield Subscription

I am aware that some of you (Sheffield Schools) have been contacted by Stephen Betts about next year's Learn Sheffield Subscription. Please hold off responding with any bookings.

I have spoken with Stephen and we do plan to set up a central subscription again this year. We will be using part of the next Heads' Forum to map out how we plan to use that across the Trust and in individual schools. Following that, I will provide Learn Sheffield with a response on behalf of the Trust as a whole.

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### Heads Appraisal – External Advisor

I know that many of you are booking in your appraisal meetings with governors and are considering booking an external advisor (many of you use Learn Sheffield for this, so this is connected to the point above).

Our steer as a Trust this year is that you can continue to use an external advisor to support this process if this is helpful to you and to governors. However, we do plan to remove this requirement from the appraisal policy, so please do feel free to use your judgement on how useful this is to the process for you and for your governors. Again, where it is useful, please do book in an advisor, but if it isn't then you are free to drop this support. I will discuss this in more detail at the next Heads' Forum, but I'm flagging this up now to inform your planning.

On a related note, we will be issuing some guidance early next term about how to manage pay progression decisions for teachers given that these are no longer performance based in Teachers' Pay and Conditions. We are waiting for promised government guidance on this before revising policy, but given that we're deep into the summer term, we expect that any guidance will be too late to allow us to properly review policy and implement changes, so instead we will provide guidance to use the existing policy in line with the revised pay and conditions.

### Early Career Programme – Visiting Fellows Wanted

There is an opportunity for experienced ECT mentors/teacher developers to be developed as 'Visiting Fellows' to deliver aspects of the Ambition Institute Early Career programme such as the face-face conferences, clinics, and coaching mentors. Training is provided, as are high quality training materials developed by the Ambition Institute. Payment is made to schools for releasing staff to undertake this work. The attached letter contains more information. Please can you pass this opportunity on to any suitable colleague in your organisation. They should contact Jen Benzies [jbenzies@notredame-high.co.uk](mailto:jbenzies@notredame-high.co.uk) with an expression of interest in the first instance.

### Safeguarding Training

Please can you share with Anita [via this form](#) dates when you are running safeguarding training (statutory full staff training, or any new staff induction training). Following a request from the Designated Safeguarding Leads network, we would like to publish a calendar of this training so that if someone from one school misses it, we may be able to find them a place at another school.

### New Early Career Teachers Starting in September – Information needed

From Monday 24<sup>th</sup> June, schools will be able to register their ECT1s with a September 2024 induction start date on the DfE portal [Manage training for early career teachers \(education.gov.uk\)](#).

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To support our own planning for the delivery of the Early Career Framework to our new ECTs, it would be helpful to have an idea of numbers of both ECTs and mentors for next year. Please could all Headteachers/Induction Tutors take two minutes to complete the following form to support with this [Expression of interest for September 2024 \(office.com\)](#) .

Please contact Jen Benzies [jbenzies@notredame-high.co.uk](mailto:jbenzies@notredame-high.co.uk) if you have any questions at all about this process.

### Subject Immersion Days

Thank you for responses offering to host Immersion Days. Anita will be in touch directly with schools who we are asking to host days for next year's programme, asking you to give preferences for dates for your Immersion Day if you have them. Once we have responses from all schools who are hosting days, we will publish the programme, with dates, for next year so that you can identify which days you would like to send staff on. We will be checking in before the end of term to ask which staff are going to which days, to inform planning for host schools.

### Have a good break

As we head into the bank holiday and half term break, I hope that you are able to slow down and be refreshed, ready for the last half term. Thank you for all that you do to serve our pupils and their families and thank you for your support over the last half term.

God Bless

Steve

## **Items from previous bulletin for reference**

### Capital Investment Proposal Form

[Here](#) is a link to the capital investment proposal form which was discussed at the last Head Teachers' briefing.

This form can be used to advise of any capital investment projects you would like to be considered for funding during the financial planning cycle e.g. 2024/25, 25/26 and 26/27.

This form must only be used for projects which are not eligible to be funded via School Conditional Allocation (SCA) or Devolved Formula Capital (DFC) funding.

Please complete a separate proposal document for each project.