

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

### Dates for the diary

- 18<sup>th</sup> June – Heads' Forum 08.00-12.00 @ Pastoral Centre
- 20<sup>th</sup> June – EYFS Workshop – Characteristics of effective learning – 12-4 @ St Catherine's
- 26<sup>th</sup> June – Dyscalculia work group 1.30 -4 @ Pastoral Centre
- 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

- Complete the MS form about teacher pay progression; <https://forms.office.com/e/dKFAcsfshC>

### New Updates (since last bulletin)

#### Trust Mass 2024 – Thus 17<sup>th</sup> Oct 10am @ St Marie's Cathedral

We had a really productive planning meeting for next year's Trust mass this week. Here is a summary of what is coming together.

The theme for this year will be "Pilgrims of Hope" picking up on Pope Francis' call for us to prepare for the year of Jubilee in 2025. In particular, we will focus on prayer and how it is a vital part of the 'pack' we need for the journey through life and particularly in our preparation for Jubilee.

As with our first Trust mass, we will be sharing some resources to help prepare with children who will be coming to mass and we will also prepare some resources that you can use with children back in school on the morning of the Mass.

One particular feature we want to introduce this year is the creation of a choir from across our schools to help lead us in prayer and celebration of the Eucharist. Again, details of how your children can be part of this will follow soon.

Many thanks to Heads who enabled colleagues from across the Trust to get out of school to support with planning.

#### Heads' Forum – Tue 18<sup>th</sup> June 8-12 @Pastoral Centre

Please find attached an agenda for the Heads' Forum on Tuesday, which will mainly focus on SEF and School Improvement planning. Just to remind you that we gather from 8am to be able to have time 'off agenda' together. The formal agenda will begin at 9am. The eagle eyed of you will spot that the timings on the agenda don't take us all the way up to 12. We will aim to finish ahead of time so you get a bit of bonus time back.

As part of the agenda we will look at the support contract we are planning with Learn Sheffield. We would like to come away with a list of 'menu choices' that you are interested in as part of the support package this

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

year. Fiona, John and I want to do some work on this with Stephen to ensure that we are making the best overall use of the contract and the other resources we have to draw on.

It would help if you came with an idea of the things you are thinking about from the Learn Sheffield menu already. Please take a look at the attached offer booklet and note down your thoughts, ready for Tuesday.

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

#### Governor Event

Thank you to everyone who attended our Governor event before the half term. All of the guidance materials that we discussed in the meeting are available on Governor Hub, ready to help planning your Local Academy Committee meetings for next year.

The conversations and feedback on next steps for governance were really helpful. Our governance leadership team have been reviewing the priorities and suggestions and have some draft plans for next year. They will be formalising these into some actions and proposals at the next meeting on 25<sup>th</sup> June after which I will share them with you and with chairs.

#### Notice of date change on next year's calendar

Please note that the first Heads' Forum of next academic year is moving to Tue 24<sup>th</sup> September. This is a week earlier than the current published date.

The reason we are making the move is that Jes is available to join us again to do some follow up on the leadership development session we had last term. We will be focusing that on preparation for appraisal conversations which leads neatly into.....

#### Pay Progression Decisions for Teachers (Guidance for schools in the Trust)

As you will be aware, the government has already announced that the requirement for performance related pay has been dropped from Teachers' Pay and Conditions. We had been promised guidance on how this would be applied and as a result, postponed review of our appraisal policy. With the general election, we cannot expect any guidance in time to properly review and implement changes to policy in time for annual reviews.

We therefore have to take a pragmatic approach of applying existing approaches, but with modifications. We have discussed this with unions and they support this approach.

First of all, the assumption will be that pay progression will happen for anyone who is eligible\*. There does not need to be any discussion of this as part of appraisal and there does not need to be any process for approval of progression as the default is that it will happen.

We understand that there may be some individual cases where you have questions about this, particularly if there are teachers where you may not have expected to support progression under the current policy. Alison, our HR lead, will be able to advise. It will help her first to understand how many such cases we

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

have across the Trust, so we ask you to fill in the very short MS form at the link below. We can then set up contact with schools as needed.

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

As the default will be for pay progression to happen for eligible staff, then there is no need for this to form part of the appraisal conversation. This gives us an opportunity to think a bit differently about appraisal this year and set the scene for review of the policy ready for next year. This will be the focus of the session that Jes will lead in the Heads' Forum on 24<sup>th</sup> September. I would therefore recommend that, if possible, you delay teacher appraisal conversations until after this date. I understand that may not be possible in all schools for all teachers, but where it is possible please consider this in order to make the most out of the session with Jes.

\*By eligible, we mean a member of staff who is not at the top of their pay range (Main, UPS or Leadership). Progression from main scale to UPS will not be automatic and schools are advised to use your established approaches for staff who wish to be considered for progression.

### SEND Direction of Travel

Please see below a link to a presentation by Nick Whitaker which was given at a recent leader briefing. The presentation is 22 minutes long and I would recommend that Heads and SENDCOs find some time to watch it.

<https://sway.cloud.microsoft/TGfpWTVbWqh0yvH1?ref=Link>

For Sheffield schools, this gives a sense of the direction of travel within the city. For all schools in the Trust family, it links to the sorts of ideas that are emerging from our exploration of SEND together and points toward the type of long term work we need to consider together. I hope that you find it helpful.

### SEND Network Group

Fiona would like to set up a SEND network group for all of our SENCOs and other staff who are taking a lead SEND or Inclusion role; this could be assistant SENCOs, Lead Pastoral Staff or Learning Mentors. It will be a group for those who lead on SEND, and as a result of our work we may well start to plan training and events for other SEND staff. We will start by sharing the expertise and information that already exists in our schools. Please complete the form [here](#) with your staff details if you haven't already done so.

(If you can't remember whether you replied - we have details for All Saints, Sacred Heart, St Alban's, St Ann's, St Catherine's, St Marie's, St Mary's, St Thomas of Canterbury, St Wilfrid's, The Federation CC Schools, Our Lady and St Joseph's, St Theresa's and St Thomas More)

### 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 <https://forms.office.com/e/kminyq1BWj> 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

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

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.

If you are attending and you have any specific dietary requirements, would you please let Jo Thorpe know before 20 June, by email at [j.thorpe@allsaints.sheffield.sch.uk](mailto:j.thorpe@allsaints.sheffield.sch.uk)

### Asthma Friendly Schools

Over the half term, I met with an Asthma specialist from the Sheffield Children's Hospital to talk about the Asthma Friendly Schools programme. They had written to me a few weeks before to see if our Trust would like to get involved with the project which is having a major push at the moment. The initiative is focused on promoting relatively simple steps that schools can take to improve the way that asthma care can be joined up between the NHS, schools, children and their parents.

I am very keen for this to support this across the Trust, but as always, want to work with you and want to ensure that this works with all the other priorities you juggle. The main implications for school would be to adopt the model policy (and of course put in place the steps it requires) and create the time for all staff to engage with the training, which takes about an hour and can be done on line.

My ask at the moment is that you take a few moments to look at the website for South Yorkshire Asthma friendly schools ([Join South Yorkshire's Asthma Friendly Schools Programme to improve health outcomes for children & young people with asthma. \(sybhealthiertogether.nhs.uk\)](https://www.sybhealthiertogether.nhs.uk) ) If you would be ready to join with this programme, then I would need you to put forward a contact person in school who could act as a link through me with the NHS. The people leading the project will then arrange to talk with the reps from each school to run through the policy and the training, so that there is someone informed in school who can help with the steps that are needed.

Please get in touch with me directly or via Anita if you are ready to be involved and put forward the name of the rep you would like me to contact in school. Many thanks.

### Internal Audit – Curriculum Planning

As part of the Trust's Internal audit programme, we have commissioned our auditors (Wiley Bissett) to review 'curriculum planning'. In this context, curriculum planning is looking particularly at the way we plan for the numbers of staff and other resources that are needed to deliver our curriculum as part of the planning process. The audit is there to help us recognise strengths in what we do and to identify any weaknesses in our work that could lead to plans which we cannot deliver.

Adnan outlined this next part of our internal programme during this Wednesday's SBM briefing. I have attached for your information the plan from the internal auditors that Adnan has already shared with SBMs.

We need a small number of schools to be involved in the sampling work. Adnan asked SBMs to look at the plan of what would be involved and to get back to him if your school would be willing to take part. Please do talk to your SBM about this and as Adnan notes, get in touch with him if you have any queries. Thank you in advance for offers.