

Head Teachers' Bulletin – 28th June

Dates for the diary

- 5th July – EYFS Workshop – Lesson Observations – 12-3 @ St Catherine's
- 11th July - Admissions Meeting 9.30-11.30 @ Pastoral Centre

Actions from Bulletin

- Complete the MS form to let us know about your initial plans for the Trust Mass

New Updates (since last bulletin)

Governance Development Plan

As promised, following the governance training event earlier this term, our governance leadership team have reflected on the feedback from that meeting and developed a plan for the coming year. I have attached that plan with this bulletin, so you can see the areas of work that will be happening to keep moving us forward in the way we work together on governance.

Wellbeing 'benchmark' activity

Anita has already been in touch with you as we are trying to find some time when some partners we are working with can arrange some brief conversations with a few members of staff before the end of term. These partners are helping to get an overview of the wellbeing of staff across our schools in order to help identify strengths in our practice to share with one another and the areas of development where we could get the most impact. This is why Anita has asked for any 'must avoid' days in the last weeks of term.

I completely understand that there are no 'light' days in school, but I ask you to get back to Anita as soon as possible and support us in finding some time for our partners to talk to staff, so that they can provide us with helpful insight in areas we can priorities around staff wellbeing and experience of work.

Items from previous bulletin for reference

Notice of date change on next year's calendar

Please note that the first Heads' Forum of next academic year is moving to Tue 24th 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.

Trust Mass 2024 – Thus 17th Oct 10am @ St Marie's Cathedral

We are excited about plans for our forthcoming Trust Mass in October. In order to enhance the liturgy for children, we are planning to bring together some of the finest singers in our Trust! If you have a handful of

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budding and enthusiastic singers, who you think would enjoy being part of this choir, we want to hear from you. Ideally, every school in the Trust would take part.

What we need to know from you at this point, is:

Whether you expect children and staff from your school to be able to attend the mass

The name and email address of the best person to liaise with for mass arrangements

If you are able to contribute to the choir, how many children do you intend to include? We could accommodate up to 5 children from each school.

What support does your school require in order to participate in the choir?

Schools can either:

- Receive resources (copy of music and teaching videos) and prepare children in their school themselves. Also have the capacity and confidence to support other schools in the Trust
- Receive resources (copy of music and teaching videos) and prepare children themselves
- Receive resources and have a short CPD meeting (probably online) with Rebecca Reeves from St Mary's High Green.
- Rebecca Reeves (or another supporting teacher) undertakes 1x visit to school to teach the children/provide CPD/leave resources for the school to continue practicing on their own.

Please pass on the information requested above by the end of the day on 28th June via [this link](#).

Pay progression guidance

Thank you everyone who has already completed the MS form highlighting any issues with regard to the management of teacher pay progression in the Autumn. We will get general guidance out in relation to any common points raised and will get in touch with individual schools where there are specific cases that require an individual approach. If you haven't responded yet, please do so as soon as possible.

One common issue raised at the Heads' Forum on Tuesday was that of teachers on the upper pay spine in where the practice has been to consider progression every two years. I am checking on this, but as things stand our guidance is that the reasonable thing to do is follow current practice, so if someone on the upper pay spine moved onto their current point last year, they wouldn't be eligible for progression on current policy and therefore wouldn't progress automatically. However, someone who moved onto their current UPS point 2 years ago should move up to the next point by default.

The point of the change in teachers' pay and conditions is related to workload. It is about removing the burden of providing evidence to support progression by removing the requirement for pay to be reviewed

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on the basis of performance. We believe the approach above is the sensible application of this principle until we are able to put in place a fully revised pay policy in the light of expected guidance.

So in short, the default will be automatic progression of one point for any teacher who is not at the top of the scale on their current pay spine (Main, Upper or Leadership) where they would under current established practice have been eligible for progression this year (which should be everybody apart from some staff on UPS).

As noted in last week's bulletin and in the Heads' Forum, this gives some greater freedom this year in the way we approach appraisal. Appraisal must still happen of course, and we want to take the opportunity of the break in the connection to pay to really make this a high-quality conversation drawing on the work we have been doing in conferences and forum. As noted, Jes will be joining us again on 24th September to work with us on this and that will feed into development of our fully revised appraisal policy.

St Clare Trust Formation and Professional Development Evaluation Form

It is important that we evaluate the impact of Trust Formation and Professional Development activity on participants, participants' schools and pupils.

For this reason, we want participants to discuss and then complete [this evaluation](#) together with their Headteacher.

A general 'theory of change' model requires participant learning to happen before organisational changes take place and/or participants are able to apply their new learning. Similarly, this in turn needs to happen before you can expect to see meaningful changes in pupil outcomes. The questions in this evaluation are designed to follow this theory of change model. As a result, you are likely to find it easier to complete the earlier stages of the evaluation. However, the questions further on are written to encourage high quality professional dialogue that help think about next steps in order to ensure that professional development activities end up impacting positively on pupils.

We have also included questions that help inform future Trust activity.

School Improvement Visit 1 for schools currently in the Trust

John and Fiona have reserved week commencing 5th September for the first School Improvement visits. Please indicate on the form [here](#) ALL dates that would be convenient for them to visit your school for half a day.

Funded EEF Trial of the Primary Science Quality Mark

Attached with this bulletin is information about a funded EEF trial for the Primary Science Quality Mark that Delia has shared. There is always a lottery with this kind of trial in that participating schools may get assigned to the 'control' group, but there is some financial compensation if you end up in the control group. Delia would be happy to speak to anyone about their experience of this. If you make a decision to apply for this, can you let John and Fiona know please.

KS2 Data Report and MATPAD Registration

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Primary schools currently subscribing to Learn Sheffield may have received a communication from Learn Sheffield about setting up logins for MATPad in order to access the new KS2 reports that Learn Sheffield are producing.

The good news from MATPad is that *'all existing logins will work with the KS2 service. The new report will automatically be added as a static report and dashboard'*. I.e. they are saying you should be able to access these with your existing MATPad login. Any problems with this, please just let Anita know and we will see if we can bottom it.

Headteachers' Area on Website

We have added a password protected area under the 'News' section of the St Clare Website which will hopefully make the links to forms quicker to find. We will put links to all the forms from recent bulletins here, including the link to forms that are used regularly (e.g. the Authority to recruit form, Apprenticeship levy request, Capital Investment proposal). Anita will send the password separately.