

Head Teachers' Bulletin – 12th July

Actions from Bulletin

- Complete the MS form to let us know about your initial plans for the [Trust Mass](#)
- Complete the Primary and Secondary assessment results forms
- Respond to Steve about the Asthma Friendly Schools Initiative

New Updates (since last bulletin)

KS1 and KS2 results

Thank you for sharing your KS1 and KS2 data with us. The performance on average across the Trust was up by more than the national increase with gains in writing, which was great to see. I was also delighted to see gains for schools who were disappointed with outcomes last year.

There was certainly much to celebrate in the data, though I know the data does not tell the whole story of the successes and disappointments with individual children. I also know that sometimes the most impressive work by children and staff does not produce the most impressive raw data. With that in mind I hope that everyone can take a moment to celebrate all that sits behind these outcomes as well as looking to next year to how we can learn and adapt where that is needed.

Asthma Friendly Schools

A few weeks ago, I talked in the bulletin about a meeting I had with the Sheffield Coordinator of the Asthma Friendly Schools initiative. I am really keen for us to engage with this as a Trust and I asked you to let me know if you would be ready to support this initiative next year and, if so, to nominate a contact person who I could liaise with regarding the next steps.

Thank you to colleagues who have responded to me. There are quite a lot of schools who I have heard nothing from. I understand this is one more thing among many, but I would be really like to be able to get back to the coordinator over the summer, so would appreciate a response before the end of term, just saying if you are up for it or if it is something to come back to later.

The ask is fairly light. It involves putting in place a policy (the Asthma Friendly Schools have a full template to adapt) and then to enable staff to do some connected training which is available on line, can be scheduled at a time to suit and which takes no more than an hour.

The aim is, by giving school staff a little more knowledge and putting in place some very simple steps, we can play our part in significantly reducing the number of serious asthma attacks and cases of asthma related deaths across the country.

This [link](#) takes you to the website, if you would like to take a moment to check for yourself what it is all about and what it involves.

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Subject Immersion Days

Thank you to all the schools who will be hosting subject immersion days next year. We now have responses from all of those schools with dates for each immersion day, summarised below.

Date	Subject	School
Wednesday 16th October	Maths	Holy Rood
Thursday 24th October	History	St Catherine's
Thursday 21st November	Music 1	St Mary's
Wednesday 4th December	Computing	St Wilfrid's
Friday 31st January (TBC)	Science	St John Fisher
Tuesday 4th February	MFL	Emmaus
Wednesday 12th March	DT	St Catherine's
Wednesday 19th March	PE	St Marie's
Thursday 22nd May	Music 2	St Mary's
Tuesday 10th June	PSHE	St Theresa's
Wednesday 18th June	Geography	St Alban's
Wednesday 9 th July	Art	St Michaels's

These days will be an opportunity for subject leads to meet other colleagues from schools across the Trust and look at practice in another setting. Each day will be tailored to the needs of the group, with opportunities for CPD and discussion around curriculum development included.

We will be sending more information early in the new academic year, as well as further support and guidance for colleagues hosting the days in each school.

For now, this is a 'heads up' so that you can be thinking about which days you will want to prioritise for staff in your school. We will be asking in September for returns on which days staff from your school will be attending.

Autumn Term Headteacher Report to the LAC (reporting on the summer term).

For those of you that are wanting to get ahead on this before the summer, Anita has uploaded a blank spreadsheet to your folder (accessed with the same link as you used for the April spreadsheet), and the Q&A section on MATPad will be 'live' from Monday 15th July.

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The final deadline for submission of the Headteacher report is Friday 27th September.

A reminder of the process:

1. Complete the data entry spreadsheet
2. Update your School Improvement Priority Document for 2023/24 with your final term 3 evaluation
3. Populate a separate new School Improvement Priority Document for each of your 2024/25 priorities.
A blank copy is attached to the bulletin.
4. Email 2. and 3. to Anita and let her know that you have populated the data entry spreadsheet.
5. MATPad then populate your report with data from the data entry spreadsheet and your MIS, and with your school improvement priority documents
6. Complete the Q & A section on MATPad (you can of course start doing step 6. before steps 1-5 are completed).
7. Save your completed Headteacher report as a pdf and share with your LAC.

As always please ask if you need any support at all with the process, particularly if you have new colleagues using MATPad or if you just need a reminder after the break! I am more than happy to sit on a Teams or come out and sit in person with you if you need any support with any aspect of this.

If you need MATPad logins for any new members of staff, please just send their names and email details to Anita so that we can get them set up for you. Thank you.

Items from previous bulletin for reference

Wellbeing 'benchmark' activity

Unfortunately, we were unable to schedule the wellbeing interviews before the end of the year. The partners we are working with have given us a week in September instead for the interviews. Anita will be in touch with the details.

Primary and Secondary Statutory Assessment results collection

So that we have as accurate a picture as possible of Primary and Secondary Statutory Assessment data, John has asked that you please complete the following short forms by the deadlines requested.

[Primary Statutory Assessment Results Collection](#) by the end of Tuesday 9th July

[KS5 Results Collection](#) by the end of Thursday 15th August

[GCSE Results Collection](#) by the end of Thursday 22nd August

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We will endeavour to share a picture of the Trust outcomes with you shortly after these deadlines.

School Improvement Visit 1 for schools currently in the Trust

John and Fiona have reserved 5th September onwards for the first School Improvement visits. Thank you for responding to the request to indicate convenient dates. Anita will be in touch to confirm which date your visit will be.

Caretaker Capacity

One of St Wilfrids' job-share caretakers leaves at the end of term, which will leave them with no caretaker mid-week (the remaining caretaker does Monday and Friday). Do any of our schools have capacity to help from September? St Wilfrid's can be flexible about hours / duties. St Wilfrid's is at S7 2HE. Please let Delia know if you can offer help.

Writing Fundamentals: Building a shared understanding of the fundamental aspects of writing

Jonathan is leading a Year 3 & 4 Development Session aimed at Y3 and Y4 teachers, literacy leads, and Key stage leads on Tuesday 1st October 2024: 9.15am – 12pm at St Catherine's Catholic Primary School.

Please let us know who will be attending from your school [here](#).

Following the meeting in June with KS1 colleagues and literacy leads, we have created a new Trust assessment framework for writing in Y1 and Y2. This will be implemented from September 2024 and used for moderation across the Trust. The next stage of the writing project is to work with Y3 and Y4 colleagues to share the work done in KS1 and refine the assessment frameworks in lower key stage two.

Please note – if you are a literacy lead and attended the KS1 session on the 4th of June, it is not vital that you attend as it will follow the same format. (If you do decide to come however, you'll be more than welcome!)

Writing Assessment Trackers

Jonathan has completed the writing assessment trackers for Y1 and Y2. These will be used across Trust schools from September (and in moderation meetings next academic year). The trackers can be [accessed here](#). Jonathan has also added a 'Guidance' document to sit alongside the trackers and has set up a Zoom session on the 9th September at 3.30pm – 4.30pm (link below) for anyone who would like a quick introduction on how to use the spreadsheets

Topic: Writing Assessment Tracker Zoom meeting

Time: Sep 9, 2024 03:30 PM London

Join Zoom Meeting

<https://us06web.zoom.us/j/85114882173?pwd=hQJKajsbFBcjYgxTPOjd7PPA1qbZYx.1>

Meeting ID: 851 1488 2173

Passcode: 657574

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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 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](#).