

Head Teachers' Bulletin – 30th August

Upcoming Events

11 th Sept	Heads & Chairs' Briefing – 6-8pm (Pastoral Centre or Join Online)
12 th Sept	DSLs network – 12.30-3.30 @ Pastoral Centre
16 th -18 th Sept	Wellbeing Benchmarking Interviews and Focus Groups
17 th Sept	Diocesan Meeting for Heads & Chairs 6pm @ St Bernards
24 th Sept	Heads' Forum – 8-12 @ Pastoral Centre
25 th Sept	Senior Leaders' Group – 1.30 @ Pastoral Centre
27 th Sept	Deadline for Head Teacher Reports
3 rd Oct	DSLs Network - 12.30-3.30 @ Pastoral Centre
16 th Oct	Maths Subject Immersion @ Holy Rood

New Updates (since last bulletin)

I hope that you have had a good break over the summer. It was good to celebrate some wonderful success stories for our young people and the staff who've worked with them on the A Level and GCSE results days. This is an early bulletin just to gather into one place brief reminders of things that are coming up this half term, ready for your return to school.

Heads' & Chairs Briefing – Wed 11th Sept

This is our meeting to start the year. As noted in Anita's email, I have scaled this back to a briefing as opposed to the gathering that we had last year, as I am mindful that you have the Diocesan meeting for Heads and Chairs the following week. With that in mind, the briefing will be available to join remotely, though you are welcome to join me at the Pastoral Centre if you want to catch up in person. Please let Anita know if you will be coming to the Pastoral Centre for the meeting.

The briefing will give an overview of where we are as a Trust at the start of the year and the key priorities for the year ahead. The briefing will cover things directly relevant to schools who are in the Trust, though as always, if there are Heads and Chairs from our associate schools who would like to attend you would be very welcome.

DSLs Network Meetings

As agreed at our last DSL network meeting in the summer, we have two longer 'in person' DSL networks this half term. These will be working meetings, where we will be looking at the staff code of conduct and also the induction and training plan for the year.

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To prepare for the meeting, I have asked DSLs to share in advance, via Anita:

- A copy of your current staff code of conduct
- Any questions or suggestions you have about safeguarding induction and training

Attendance

I will be sending out next week a short MS form to schools in the Trust check in with you on the changes to attendance legislation and guidance and how it affects practice in school. Your responses will inform any support and activity across the Trust.

Trust Mass

You will also receive next week a request for information to help with planning for this year's Trust Mass. We have a planning meeting the following week, after which we will send out updated information to support planning in school.

Heads' Conference

The Heads' Conference will be here before we know it. On the first day this year we will be taking some time with Sr Judith looking at the distinctive nature of our schools. We will then be looking at our leadership programme. On the second day we will be concentrating on SEND and Inclusion and will be supported in this by Nick Whittaker.

We will shortly be sending out practical information for the conference and gathering from you information to help organise travel and catering.

Head Teacher Reports

A reminder that the deadline for submission of headteacher reports is Friday 27th September.

If you need a reminder on any of the processes after the summer break, please just let John know. Similarly, if you have new colleagues in post who you will be asking to complete any part of the report (either on the data spreadsheet or on MATPad) please can you drop their details to Anita so that they can get a login.

Primary heads – a couple of questions have come in that some of you may also have.

1. The data spreadsheet as its set up will involve a small amount of duplication – the Y6 SATs results need to be entered in the 'national assessment' table, and also in the 'internal data' table.
2. The KS1 data in the 'national assessment' table should be entered if your pupils undertook KS1 assessments in conditions that broadly replicated those that would have been in place when KS1

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assessments were mandatory. If your pupils didn't take the KS1 assessments, or you conducted the KS1 assessments in conditions that didn't broadly replicate the old formal KS1 assessment conditions, then please leave this section blank.

John & Fiona Visits

Everyone has a date booked in for the opening School Improvement Visit of the year. I have attached for your reference a copy of the form that John and Fiona will use to guide the visit. The visit dates are noted below for your reference.

All Saints	Thursday 5 th September	Morning
Emmaus	Thursday 5 th September	Afternoon
St Wilfrid's	Friday 6 th September	Morning
St Thomas of Canterbury	Friday 6 th September	Morning
St Catherine's	Friday 6 th September	Afternoon
Notre Dame	Monday 9 th September	Morning
Sacred Heart	Monday 9 th September	Afternoon
St Marie's	Tuesday 10 th September	Morning
St Mary's	Tuesday 10 th September	Afternoon
St John Fisher	Tuesday 10 th September	Afternoon
Holy Trinity	Wednesday 11 th September	Morning
St Albans	Wednesday 11 th September	Afternoon
St Ann's	Thursday 12 th September	Afternoon

Heads' Appraisals

Thanks to colleagues who have already responded to the request for dates for Heads Appraisals this term. It is really helpful to get an early response to help diary planning.

A reminder of the things you need to do:

- Arrange a proposed date for the meeting with your governor's appraisal panel
- Complete the [MS Form](#) to share the proposed date for your governors' panel and, if you're not working with an external advisor, your preferred date for meeting with me
- Please share a copy of your objectives for 2023-24 with me if you haven't already done so

Wellbeing Benchmark Interviews and Focus Groups

We have the Wellbeing Benchmark Interviews and Focus Groups taking place across schools in the Trust from 16th – 18th Sept. As previously noted, these interviews and focus groups are being conducted by a partner we are working with to help establish priorities for work across the Trust around the experience of

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working in our family of schools. This will involve identifying and sharing the great practice that we have and also identifying the areas where we can make the biggest difference in our work together.

Anita has already been in touch before the summer to help plan the logistics. I have attached for reference a copy of the schedule for the interviews and focus groups in each school.

Admissions

Thanks to schools who have sent copies of the Draft Admissions Policies that you plan to consult on over this Autumn term. Please do send me your copy as soon as possible if you haven't already done so.

Blue Light Card

In case you missed this over the summer, the 'Blue Light Card' discount scheme has been extended to teachers. I have included a link below which you can share with staff. It takes them to information about the scheme and how you can apply.

[Blue Light Card Teachers Discounts](#)