

Noticeboard

Children and Young Peoples Services

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This electronic communications bulletin is
available on the North Somerset Website at
www.n-somerset.gov.uk/noticeboard

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North Somerset Safeguarding Children Board

Reissued Guidance for Safer Working Practice for Adults who work with Children and Young People

Please ensure all designated school staff, managers and practitioners who work with children have a copy of the re-issued guidance [letter](#) from Tony Oliver, Independent Chairperson, North Somerset Safeguarding Children's Board. Schools can apply for 3 copies of the guidance from [Sarah Taylor](#), Multi-Agency Safeguarding Training and Support Officer (telephone 01934 426349).

[Mike Reay](#), Service Manager

Information Communication Sheets

Reference		Target audience
1112/0012	Big Meeting agenda 4 November 2011	<ul style="list-style-type: none"> • Heads • Children and Young People's Services Senior Leadership Team • Executive Member for Children and Young People's Services • Chair and Vice Chair of Children & Young People's Policy & Scrutiny Panel

Full copies of these documents and any attachments for the month of November can be accessed on our website at [November 2011](#). Copies of Information Communication Sheets from previous months can be downloaded from the website at <http://www.n-somerset.gov.uk/Education/Staff/communicationwithschools>

Update from the Learning Exchange



School Improvement Folder:

The Learning Exchange is pleased to launch its School Improvement Folder. We hope that this will become a valuable resource to support effective school self evaluation. The resource will continue to develop, but the launch version contains:

- Our School Improvement Strategy
- A Self Evaluation Toolkit
- A Self Evaluation Form
- School specific data
- Other Learning Exchange resources

Primary and Special Headteachers were given their personal copies at the recent Primary Headteachers' meeting and Secondary Headteachers will be given theirs at SHINS. Electronic copies of the Self Evaluation resources are also being emailed to Headteachers.

Please note that all the documents contained in the folder are subject to copyright. No parts of these documents may be transmitted in any form or by any means, without prior written permission of The Learning Exchange.

Specialist Leaders in Education:

The first window for SLE applications is open until 25 November 2011 (see <http://www.nationalcollege.org.uk/index/professional-development/specialist-leaders-of-education-programme.htm>).

Consultations:

- PSHE review which is now open until 30 November.
- Proposed amendment to School Governance open until 18 November
- Removing the statutory duty to deliver work related learning in KS4 open until 4 January 2012
- 16-19 Funding Formula open until 4 January 2012
- 16-19 Study Programmes open until 4 January 2012

Please follow the [link](#) for more information.

Pupil Premium Update

The Department for Education has announced that this year's Pupil Premium for disadvantaged pupils has been increased from £430 to £488; an additional £58 per pupil. The money has been released because fewer children than expected have registered for Free School Meals and fulfils the Government's commitment to allocate £625m to the pupil premium this year.

Children who have been looked after by local authorities for more than six months will also qualify for the Pupil Premium at the higher rate. The funding premium for children of service families will remain at £200 per pupil for 2011-12. Details can be found via this [link](#).

MFL Workshops**MFL Workshop: MFL and Critical Skills**

Tuesday 15 November
Mary Elton Primary School
3.30pm - 5.30 pm

MFL Workshop: MFL and Critical Skills

Wednesday 16 November
Hans Price Academy
3.30pm - 5.30 pm

Please note that this is the same workshop, repeated at two venues. Attendance, therefore, is only required for one session. There is no charge for attendance. Please sign up via CPD Online. For further details, please contact justine.gregory@n-somerset.gov.uk.

Ofsted - Parent View

Ofsted have now launched Parent View at the following link <http://parentview.ofsted.gov.uk/>. The front page contains the following information:

“Parent View gives you the chance to tell us what you think about your child’s school. Parent View asks for your opinion on 12 aspects of your child’s school, from the quality of teaching, to dealing with bullying and poor behaviour. We will use the information you provide when making decisions about which schools to inspect, and when. By sharing your views, you’ll be helping your child’s school to improve. You will also be able to see what other parents have said about your child’s school”.

Raising the Attainment of Vulnerable and Disadvantaged Learners Network

Tuesday 29 November 2011, 2.30pm - 5.00pm
Castlewood, Clevedon (Room G.09)

This is the first meeting of a new cross-phase network aimed at schools and staff who want to improve outcomes for the vulnerable and disadvantaged learners in their school. We shall look at:

- what the attainment data is indicating about these pupils;
- what the barriers to learning are; and
- what actions schools can take to improve outcomes

The focus will be on school based practice, with participants planning and carrying out tangible actions in their schools that make a difference for these learners. Bookings can be made via CPD online. For further information please contact neil.harris@n-somerset.gov.uk, Learning Exchange Lead Adviser (Vulnerable Groups).

Paul Jacobs, Assistant Director, Learning & Achievement

FFT Live Update: KS4 & KS5 Value Added Data

FFT Live has now been updated and you will now find the following information:

- KS4 (Unamended) 2010/11, providing KS2 -> KS4 Value Added for 2010/11 and KS3 -> KS4 Value Added for 2010/11
- KS5 (Unamended) 2010/11, providing KS4 -> KS5 Value Added for 2010/11

FFT have also provided guidance called 'New Developments in FFT Live' (Autumn 2011) a copy of which is on the [November 2011](#) web page.

Darren Parker, Directorate Web Officer

School Emergency Plan Template

North Somerset Council's Emergency Management Unit has produced a template [School Emergency Plan](#) for use by schools.

The aim of this plan is to assist schools in developing their own emergency procedures so they are better prepared to respond efficiently and effectively to any emergency situation that could occur, at any time.

You may find it helpful to use this template when you carry out your annual review of emergency procedures. Please note it also contains updated advice on school closures due to severe weather.

[Helen Jones](#), Business Support Manager

New Dealing with Allegations of Abuse Against Teachers and Other Staff Guidance

Last December, we issued to schools the *Procedure for Managing Allegations Against People Who Work with Children* in a customised form.

We have now been informed by the Department for Education (DfE) that this guidance has been replaced by new DfE guidance entitled *Dealing with Allegations of Abuse Against Teachers and Other Staff*.

As with the previous *Managing Allegations* guidance, the version on the [November 2011](#) web page and which is available on the Schools HR website is a customised version of the national guidance and should be read in conjunction with the Schools Model Disciplinary Policy/Procedure.

The *Dealing with Allegations Guidance* must be followed whenever an allegation is made or information is received that an adult has:

- behaved in a way that has harmed, or may have harmed a child;
- possibly committed a criminal offence against, or related to a child; or
- behaved towards a child or children in a way that indicates s/he would pose a risk of harm if they work regularly or closely with children.

As previously, if an allegation meets the above criteria (or if there is any doubt as to whether or not the allegation meets the criteria) the advice of the appropriate Local Authority Officer should be sought. For schools this officer will now be the Local Authority Designated Officer (LADO) (see the 'Officer Structure for Allegations of Abuse Against Teachers and Other Staff' in Appendix 1 of the Guidance).

The two pieces of guidance are similar and cover essentially the same ground, but the latest guidance puts a new emphasis on considering carefully before suspending staff in cases where allegations are made, on being aware of the impact of allegations on the employee and in ensuring that a resolution of a case is reached as soon as practicable.

Please see the *Dealing with Allegations* Guidance on the [November 2011](#) web page.

Linda Bunting is the new Local Authority Designated Officer (LADO). Her contact numbers are 01275 884952 or 07825 341261. In her absence, matters will be dealt with by her colleagues (Julie Bishop, Dawn Newton, Stephen Goss) who can be contacted via Mary Bessant on 01275 888624.

If you have any questions, please contact Piers Hartridge on 01275 884742 or at piers.hartridge@n-somerset.gov.uk.

Ann Walsh / [Piers Hartridge](#), Schools Human Resources
[Linda Bunting](#), LADO, Social Care Services

Revised Reference Policy and Reference Proforma

Due to wording in the new *Dealing with Allegations of Abuse Against Teachers and Other Staff* Guidance from the DfE (see above) we have needed to make a specific revision to our Reference Policy and the Reference Proforma that accompanies it.

The relevant wording in the *Dealing with Allegations* Guidance concerned reads: 'Cases in which an allegation was proven to be unsubstantiated, unfounded or malicious should not be included in employer references. A history of repeated concerns or allegations which have all been found to be unsubstantiated, malicious etc. should also not be included in any reference.'

We have, therefore, amended the relevant paragraph in the Reference Policy and the Reference Proforma so that both make it clear that unsubstantiated allegations should not be mentioned in references. The revised versions of the Reference Policy and the Reference Proforma are on the [November 2011](#) web page.

Please contact me 01275 884742 or at piers.hartridge@n-somerset.gov.uk if you have any queries.

[Piers Hartridge](#), Schools Human Resources

EYFSP data is now available for schools to access via NOIR

If you need to create an account to access NOIR please contact darren.parker@n-somerset.gov.uk.

[Sarah McGahern](#), Early Years Consultant and Moderation Manager

On Entry EYFSP Data is due in to the LA on Friday 2 December 2011

Please contact Rachel Rutter (01275 884116) if you have any queries around submission. Please see the (five) documents on the [November 2011](#) web page for support with entering and sending the data to the LA.

Please refer to Noticeboard Issue 3 (20 September 2011) if you need further clarification on On Entry Data or if you have any other queries please contact me on 07920 082 921.

[Sarah McGahern](#), Early Years Consultant and Moderation Manager

Additional Grant for Schools 2011-12

Funding will be allocated to eligible schools in the authority for the Additional Grant for Schools 2011-12. This allocation will be to support one or more of the following initiatives: Release of PE Teachers, Phonics - 300 and Maths Specialist Teachers (MaST). For Local Authority maintained schools this allocation will show on the next Notice of LA Income and will appear on XI12 on the next cash advance/reconciliation file as appropriate.

Academy Schools will receive this funding from the YPLA.

The spreadsheet on the [November 2011](#) web page details the list of schools eligible for this funding and the amount of grant to be allocated.

For more information about this grant please contact:

[Shane German](#), North Somerset Sports Partnership Manager, for the Release of PE teachers
[Penny Boardman](#) for Phonics
[Lorraine Woollven](#) for the MAST programme

SWGfL Mail (Easymail) – REMINDER Are your new staff set up on SWGfL Mail?

SWGfL Mail (Easymail) is the Children & Young People's Services e-mail system for schools which will allow staff access at any time, at any location. It is supported centrally, but administered by a nominated SWGfL Mail Administrator in your school.

Aliases

The following alias names are on the North Somerset Council global email list system for communication between Children & Young People's Services and schools. Any changes to the names e.g. a change of Headteacher is managed by the SWGfL Mail Administrator in school to ensure that communications are being received from North Somerset Council.

Alias name	Description
administrator	SWGfL Mail Administrator
bursar	Bursar or staff member with these responsibilities
cofg	Chair of Governors
cpd	Training Coordinator
head	Headteacher
ictco	ICT Coordinator
litco	Literacy coordinator
numco	Numeracy coordinator
Senco	SENCO

Please ensure that all new staff in school have a SWGfL Mail account and that the current alias list above is complete and up-to-date (e.g. staff changes have been updated) for your school.

If you have any queries with regard to SWGfL Mail, please do not hesitate to contact me angie.mason@n-somerset.gov.uk.

[Angie Mason](#), Senior Business Support Administrator (ICT)

School Workforce Census – Autumn 2011 Collection

The School Workforce Census will take place on **Thursday 3 November 2011** and all schools and academies within North Somerset are required to submit a return.

The School Workforce Census is the statutory return for school workforce data and the Department for Education's sole source of this data. It provides all our basic information on the school workforce including:

- (a) teacher and support staff numbers;
- (b) pay of teachers and support staff;
- (c) teacher and support staff qualifications
- (d) teacher deployment;
- (e) teacher and support staff absences;
- (f) teacher vacancies.

School Workforce Census returns must be submitted via the COLLECT (Collections On-Line for Learning, Education, Children, and Teachers) portal. A username and password will be required to access COLLECT. If you do not already have this please contact the DSG Helpdesk on 01325 392626.

Please click [here](#) for the COLLECT portal.

Although Census day is Thursday 3 November 2011, COLLECT will be available for you to upload your return from 2pm on Thursday 3 November 2011 until Friday 9 December 2011.

Information and guidance regarding the School Workforce Census can be found on the [DfE site](#).

Please ensure that your privacy notices are up-to-date. Further information, including suggested text, can also be found on the [DfE website](#).

Andrea Rogers, HR Service Centre - HRSCenquiries@n-somerset.gov.uk

Congratulations!

Congratulations to Worle School, Mead Vale Primary, Locking Primary and Westhaven school who have been selected as one of only four clusters in the UK to work with the leading Mental Health charity 'Young Minds' on an innovative training and consultancy programme funded by the DfE. It is designed to improve outcomes for pupils with behavioural, emotional and social difficulties and includes a therapeutic story writing intervention, designed to promote emotional wellbeing while also supporting academic achievement.

Work will begin in Autumn 2012.

[Shaun Cheesman](#), Healthy Schools Coordinator

School Games – Local Organising Committee

The School Games is the new government approach to competitive school sport designed to motivate all young people and leave a meaningful sporting legacy from the 2012 Olympic and Paralympic Games. You should have received information on this 4 year programme, encouraging your school to sign up at www.yourschoolgames.co.uk.

In simple terms, at a local level School Games incorporates all organised primary and secondary school competition, of which you are hopefully already participating in. As an example, over the past two weeks each cluster secondary has hosted primary cluster football and cross country events (organised by their 'teacher release'), engaging over 1000 year 5/6 pupils in meaningful competition (with pathways to level 2/3 competition).

Please see the related letter on the [November 2011](#) web page that explains a little more about the School Games and the Local Organising Committee (LOC) that has been set up to oversee its delivery within our WESPORT County Sport Partnership (CSP) area.

[Shane German](#), North Somerset SSP Manager

Supportive Parents Support Group Meeting

Tuesday 8 November

7.30 pm - 9.30 pm

Mendip Green School, Worle, Weston Super Mare, BS22 6EX

Please note: You will need to take the Nutwell Road entrance to the school as Greenwood Road entrance is closed in the evening

At our next support group meeting on Tuesday 8 November we will be welcoming Julie Lanham from Lighthouse-Weston who will be talking to us about the range of free courses that Lighthouse run to support parents and strengthen families. Current courses are shown below. Lighthouse are looking to extend the range of courses they offer and have looked at Special Needs, ADHD etc. Julie is keen to hear from parents as to what sort of courses could be the most helpful for families with children with additional needs.

Time Out for Parents (0 - 6yrs): The six sessions cover issues such as meeting children's emotional needs, boosting the parent/child relationship, communication, parenting styles, strategies for positive behaviour, setting loving limits, keeping children safe, bullying and problem solving.

Time Out for Juniors (Key stage 2): The eight sessions cover understanding temperaments - how to work with it not against it, parenting styles - how parental responses affect children's behaviour, boosting children's self-esteem and the parent/child relationship, setting boundaries on behaviour and attitudes, strategies for maintaining boundaries and how to handle common behaviour problems.

Time Out for Teenagers: For parents of pre-teens and teenagers, helping to make the transition from childhood to adolescence as smooth as possible for both parent and young person. In the seven sessions we discuss: What it is like for teenagers today; How we can build the parent/young person relationship; Differing parenting styles; Communication; Negotiation / Problem Solving and Sex and Sexuality.

Time Out from Anger: Four sessions on understanding and handling anger, parents' and children's. Along with other parents learn some new ways to help yourself and family manage and express their frustrations of life in more positive and healthy ways. Topics include: The Anger Process; Positive Self Talk; Triggers to Anger; Helping my Child to Manage their Anger and Handling Rage.

I do hope you can join us and look forward to seeing you.

Jackie Oxley, Supportive Parents, Parent Partnership Service North Somerset

England Handball Association

The EHA has a very limited number of tickets for the 'London Prepares Handball' test event, taking place from **23 to 27 November**. Tickets are being made available to schools and community clubs, giving a fantastic opportunity to see the Olympic Park and one of the first games at the newly built handball arena. Please see the letter on the [November 2011](#) web page for further details.

Shane German, North Somerset SSP Manager

National Anti-Bullying Week 14-17 November 2011

This year the slogan is "Stop and think - words can hurt," focusing on tackling verbal bullying. All schools are encouraged to be part of this Anti-Bullying Alliance National Campaign which is supported by excellent resources both for curriculum and special anti-bullying events. www.anti-bullyingalliance.org.uk

It would be good to share any examples of good practice and areas of particular success by e-mailing me maggie.dickinson@n-somerset.gov.uk with details in order to bring this work together.

Maggie Dickinson, Senior Lead for SEAL and Anti-bullying

Bursar Network Meeting

Our next meeting is an all-day event and will be held at Priory School on **Thursday 17 November** – so please book on CPD online now! We will circulate a programme nearer to the time, but it includes Karl Edney (Insurance), Laurence Marsh (Procurement) a representative from Internal Audit and an excellent keynote speaker. We will also be discussing the future of the networks with Kevin Katner giving a presentation - so please come along as your input is essential! Refreshments are provided.

For more information please contact:

Sue Bishop Sue.Bishop@n-somerset.gov.uk
Avril Steel Avril.Steel@n-somerset.gov.uk
Helen Burge helenburge@staff.banwell.n-somerset.sch.uk
Liz Swan WorleburyFirst.School@n-somerset.gov.uk

Sue Bishop, Bursar, St Martin's C of E School

Global Citizenship Conference

The South West International Education Network have organised the 2011 Global Citizenship Conference "Culture Swap - Active Global Citizenship" which this year will be held on **22 November** at the Cheltenham Thistle Hotel from 9.45am - 3.30pm. It's a free conference as it is supported by the European Commission. The keynote speaker and one of the workshop leaders will be a member of the 2012 Olympic Games education team. There is a range of other exciting global and international workshops to choose from too. Please see the flyer on the [November 2011](#) web page.

[Lucinda Holdsworth](#), International Co-ordinator

Training Courses for Lunchtime Staff

Due to popular request Children's Scrapstore have recently developed a suite of short, stand-alone playwork training courses specifically designed for lunchtime staff. Please see the leaflet on the [November 2011](#) web page for details.

Our intention is to provide professional training at affordable prices so that lunchtime staff can develop as play professionals. These are fun, practical and participatory courses running 9.00-11.30am on various dates throughout the region, or by individual arrangement.

To book places on these courses email the booking form to playteam@childrensscrapstore.co.uk

For more information please call Shanti Sherson on 0117 914 3139.

[Shanti Sherson](#), Administrative Co-ordinator, Scrapstore PlayPods

Gentle Reminder – Network Meetings for Designated Teachers for Children and Young People Looked After

Dates: 9 November 2011, 7 March 2012, 4 July 2012
Time: 2pm – 4pm
Where: 9 November and 4 July – The Campus, Weston-super-Mare
7 March – Clevedon Community School

These sessions now form part of the Statutory Training for Designated Teachers for children and young people in care, and are facilitated by Kaye Case and Norman Tyson, Head Teachers of the Virtual School.

The sessions will be very informative and responsive to your needs and will support the work of Designated Teachers in school, sharing latest information, enhancing resources and equipping you with the knowledge and skills to enable Looked After Children to lead successful and fulfilled lives.

The sessions are now on CPD Online, or contact the School Administrator, Becky Farler, on 01934 421900 or becky.farler@n-somerset.gov.uk.

[Kaye Case](#) and [Norman Tyson](#), Head Teachers, Virtual School

Level 1 Critical Skills Programme Institute

A six-day course - an introduction to the Critical Skills classroom model - has been scheduled for 2012. The model is a highly interactive experiential approach that moves students forward in National Curriculum objectives by developing their knowledge and learning to learn skills through collaborative problem solving. The course, like the classroom model, is engaging, stimulating and inspiring.

The course is aimed at FS2, KS1, KS2 and KS3 and is divided into two parts, each consisting of three full days:

- Part A held on 26, 27 and 28 March 2012
- Part B held on 25, 26 and 27 June 2012

It is essential that all six sessions are attended. Please book your place via [CPD Online](#).

For further details, please contact Tim Sully on 01934 427577 or tim.sully@n-somerset.gov.uk.

Gay Long, Senior Business Support Administrator, The Learning Exchange