

## 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](http://www.n-somerset.gov.uk/noticeboard)

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## Update from The Learning Exchange



**Leadership Dinner** – The 2012 School Leadership Dinner will take place on 28 June 2012 at 7.00pm at Cadbury House. Our guest speaker will be Simon Cooper-Hind who has successfully led two schools in challenging circumstances. This Dinner is a great opportunity to celebrate learning in North Somerset and value your leadership team. So please put the date in your diary and we will let you know when bookings are open.

**Name Change** – Congratulations to Angie Bray, part of our Business Support team who got married during the summer and is now known as **Angie Mason**.

**Ofsted Safeguarding Reports** – Ofsted have recently published a report on Safeguarding in schools. A summary of the report is on the [September 2011](#) web page and the full report is available on the Ofsted website.

**National Scholarship Fund for Teachers** - The National Scholarship Fund for Teachers was launched in June 2011 with the primary objective of supporting professional development and extending the subject knowledge of teachers through an academically rigorous programme of study. The fund is intended to be highly prestigious and enhance teachers' contributions to the intellectual life of the nation. The first round of the scholarship focuses on priority specialisms: mathematics, English, science and special educational needs (SEN). The application window for round one opened in June 2011 and closes on **30 September 2011**. The value of each award will vary depending on the type of activity funded, but the scheme offers a maximum scholarship value of £3,500. Approximately £2 million has been allocated for 2011/12 and it is anticipated that a similar amount of funding will be available each year going forward. We expect this scheme to benefit about 600 teachers, their schools and their pupils. Details are available through this [link](#).

**Timetable of Milestones** - The DfE has put a useful timetable of key changes planned for this year on its website. Go to <http://www.education.gov.uk/a00197719/timeline-of-milestones-for-20112012>.

[Paul Jacobs](#), Assistant Director, Learning & Achievement

## QCDA Update for Key Stage 1 Schools

This message provides clarification on assessing and reporting Key Stage 1 for the academic year 2011/12.

1. Providers should continue to assess children against the current Key Stage 1 Curriculum in the 2011/2012 academic year.
2. The arrangements for statutory data collection remain unchanged.
3. The Standards and Testing Agency (STA) will be established to deliver national curriculum tests and assessments following Ministerial decisions to close the Qualifications and Curriculum Development Agency (QCDA). Responsibility for the overseeing of key stage 1 moderation in 2011/2012 will continue under the STA, a new

executive agency within the Department for Education. Moderation of the key stage 1 for 2011/12 will be continuing as normal. Settings and schools should continue to liaise with QCDA until the STA is established and takes on responsibility for this work.

**[Sarah McGahern](#), Learning and Teaching Consultant**

## Update from Education Welfare

### **All Schools and Academies:**

#### **1. Allegations against school staff**

Education Welfare staff are no longer managing the process of dealing with allegations against school staff for any North Somerset schools. This has now moved to the Quality Assurance Team within Children's Social Care who also hold all the historical information. The Assistant Locality Leaders for Learning should no longer be contacted - all contact should now be made with our Local Authority Designated Officer, Linda Bunting, who is contactable on 01275 884952. Please ensure that all of your designated teachers are aware of this change.

#### **2. DfE changes to Absence Coding**

##### Registration Code 'D'

The statistical definition of this code has now been changed to "dual registered (at another educational establishment) – not counted in possible attendances." The DfE have made this change to avoid the double-counting of attendance & absence for pupils who are registered at more than one school. With effect from 1 September 2011 each school now only mark the relevant register, present or absent, for those sessions that the pupil is actually due to attend their school. The remaining sessions, when the pupil is due to be attending another establishment, need to be recorded down in the register using the 'D' code, which will no longer be counted in the attendance figures submitted to the DfE as part of the School Census data collection, i.e. the total number of possible half-day sessions for a dual registered pupil in his/her "main" or "base" school (and sometimes also referred to as the 'school of ordinary attendance') should now exclude those sessions when the pupil is due to attend the "subsidiary" or "guest" establishment and vice versa.

##### Registration Code 'Y'

Use of the registration code 'Y' for "forced and partial closure – not counted in possible attendances" will now be collected in each School Census data submission and DfE have broadened its legal definition so that this code is to be used when a pupil is unable to attend school due to:

- the school site, or part of it, being closed due to unavoidable cause, e.g. burst boiler, fire damage etc; or
- the transport provided by the school or local authority not being available and where the home is not within walking distance; or

- a local or national emergency resulting in widespread disruption to travel which has prevented pupils from attending school, e.g. severe weather conditions making some roads impassable; or
- different term dates for different groups of pupils, i.e. when a year group is not due to attend

However, please note that this code should not be used for other planned closures or pupils on part-time timetables or any form of exclusion.

### 3. Statutory Interventions

North Somerset Local Authority has a duty to monitor school attendance of children of compulsory school age within their area and to take action in instances where children enrolled at a school do not attend regularly as required and suitable reasons for absence are not provided.

Amongst the actions available to the Local Authority is the power to prosecute parents or others with responsibility for ensuring that children attend school, for failing to secure regular attendance of their child. The 2010/11 academic year has again seen a rise in the number of prosecutions of parents and carers who are guilty of their child failing to attend school regularly under 444(1) of the Education Act 1996. A total number of 52 cases were successfully put before the magistrates with the total amount of fines and costs reaching £11,532.25. On top of this, other disposals added by magistrates were 6 Parenting Orders and 1 Conditional Discharge.

Education Welfare further carried out its statutory responsibility by issuing 58 Penalty Notices (September 2010 – July 2011) which required parents to pay a penalty of £50 per child within 28 days of receipt, rising to £100 if paid between 29 and 42 days. If the penalty wasn't paid in full by the end of the 42 day period the LA then had the option to consider prosecution.

If you have any questions or require any information regarding your school contact **Peter Noble** on [peter.noble@n-somerset.gov.uk](mailto:peter.noble@n-somerset.gov.uk) or 01275 888303.

#### **Academies:**

This is to remind those secondary schools who have converted to academy status that there a range of services no longer available to you from education welfare if you have not committed to buying in time from us. All schools and academies were informed of these changes through the briefings held in June and they have also been emailed to Head Teachers and discussions held in the schools. The documentation is on the [September 2011](#) web page. Please ensure your designated teacher is aware of the briefing on CP roles and responsibilities. Academies who have committed to purchasing time will be receiving/already have received a visit from the Assistant Locality Leader for Learning to clearly define the SLA with them.

Further updates on Education Welfare will be provided via schools' clusters, heads' meetings and Noticeboard as further changes occur.

**[Sara Griffiths](#), Locality Leader East/South**

## Supporting Newly Qualified Teacher Induction

Following further clarification with the Department for Education (DfE), the statutory responsibility to provide an appropriate body is something that the LA will fund for maintained schools. Academies can access this as part of the basic or full NQT support package. Full details are on the [September 2011](#) web page.

[Vicky Fletcher](#), Best Practice Administrator

### FFT Live

FFT Live has now been updated and includes reports based on the latest 2011 Summer census and unamended KS2 and KS3 results data. This will affect the following reports:

- Summary estimates for all years
- KS3 estimates for 2013/14, and KS4 estimates for 2015/16, based on KS2 2010/11, for pupils in middle schools / all-through schools. Where pupils transfer to Secondary school this September, estimates are available through the FFT Live.
- KS4 estimates for 2012/13
- Student Explorer

### NOIR

The Latest FFT upload has been placed into NOIR. Please note:

- There are currently no Self Evaluation reports for infant schools - these will appear shortly. Will let you know when these are available.
- Not all schools are included in the KS3 data. Where this is the case, LA Value Added data will be missing these schools. FFT will amend this when they receive the second cut of KS3 data in January 2012.
- Estimate models are still using 2009/10 National Value Added.

If any new headteachers or staff require access to NOIR please contact me on 01275 884 960 or [darren.parker@n-somerset.gov.uk](mailto:darren.parker@n-somerset.gov.uk). If you are experiencing problems accessing or using NOIR please contact me on the above number.

[Darren Parker](#), Directorate Web Officer

### Schools HR Website

Have you visited the Schools HR website recently? We have updated the website over the summer holidays. The most recent additions to the website are the Reference and Requesting Time to Train Policies.

If you have not got the website address I can send it to you. Please contact me on 01275 884742 or by e-mail on [piers.hartridge@n-somerset.gov.uk](mailto:piers.hartridge@n-somerset.gov.uk)

**Piers Hartridge, Schools Human Resources**

## School Teachers' Pay and Conditions Document 2011

The final version of the School Teachers' Pay and Conditions Document (STPCD) 2011 has now been issued. This final version is similar to the draft which was the subject of an earlier Noticeboard article.

The key changes to the STPCD this year are:

- The introduction of new provisions relating to headteachers' pay, specifically headteachers' pay discretions.
- Provisions to enable a non-consolidated payment of £250 to unqualified teachers on points 1, 2 and 3 of the unqualified teachers' pay spine (and part-time unqualified teachers on points 1, 2 and 3 of the pay spine to receive the £250 payment, appropriately pro-rated).
- There is new text to explain the different categories of unqualified teacher.
- Directed time is 194 days, 1258.5 hours, with 189 days of contact time due to the Queen's Diamond Jubilee Bank Holiday.
- No Round 12 Threshold Guidance is to be published as Round 10 Guidance remains relevant

The most significant changes are those relating to headteachers' pay. There is a short Briefing on the changes in this year's STPCD on the [September 2011](#) web page.

Please contact me if you have any queries on 01275 884742 or by e-mail at [piers.hartridge@n-somerset.gov.uk](mailto:piers.hartridge@n-somerset.gov.uk)

**Piers Hartridge, Schools Human Resources**

## Agency Workers Regulations – Guidance

As stated in a previous Noticeboard, the Agency Workers Regulations will be implemented on 1 October 2011 through the Agency Workers Regulations 2010.

The purpose of the Regulations is to provide temporary agency workers with equal treatment in terms of basic working and employment conditions as if they had been employed directly to do the same job. This will normally mean that agency workers will be entitled to the same rate of pay as a comparable employee and some (but not all) of the terms and benefits that the comparable employee gets after an agency worker completes a 12-week qualifying period.

Under the Regulations Agency Workers will also be entitled from day one:

- to be treated no less favourably than a comparable worker or employee in terms of access to collective facilities and amenities and
- to be provided with information about any relevant job vacancies that would be available to a comparable employee or worker.

These regulations will apply to agency supply teachers and support staff and will therefore affect schools and the agencies that supply staff to schools.

Please see the Guidance on the Agency Workers Regulations on the [September 2011](#) web page. This Guidance is based on Department for Business, Innovation and Skills (BIS) and Department for Education (DfE) guidance. It consists of two parts: Part One is an overview and introduction and Part Two is a detailed set of FAQs.

If you have any queries, please contact me on 01275 884742 or by e-mail at [piers.hartridge@n-somerset.gov.uk](mailto:piers.hartridge@n-somerset.gov.uk).

**Piers Hartridge, Schools Human Resources**

### **Priory Community School – an Academy Trust**

In last week's edition we referred to Priory Community School as 'Priory Academy' and 'Priory School'. The school's move to Academy status has not changed the name of the school. The correct title is 'Priory Community School - an Academy Trust (PCSA)'.

### **Reduction of Carbon Emissions**

The Council under the auspices of the Strategic Planning and Economic Development Policy and Scrutiny Panel established a Carbon Reduction Working Group that has been focusing on:

- Energy savings from Council buildings and schools;
- Energy savings from the delivery of Council services e.g. waste collection, street lighting, transport;
- Energy savings from Council staff activity and operations.

The Working Group is keen to learn what steps and/or initiatives individual schools are taking to address carbon management and reduce carbon emissions from their buildings and transport.

Please would you send any information that you have about the activities and approach that you are taking in your school to **David Jellings**, Democratic Services, [david.jellings@n-somerset.gov.uk](mailto:david.jellings@n-somerset.gov.uk) by 23 September 2011.

It would be really helpful if you could include any figures/costs that you may have, but all information is welcome on this important subject.

**Martin Crandon, Carbon Programme Manager**

### **Scottish and Southern Electricity Bills**

From 1 September if you have had a replacement 'Automatic Meter Reader' fitted to your electricity meter you will receive monthly electricity bills. The advantages are:

- Improved invoice accuracy
- Monthly energy bills based on actual consumption
- Avoided data collection problems
- Better understanding of consumption
- Accurate data for carbon reporting

- Data for automatic Monitoring and Targeting

If you have any questions or comments, please contact me.

[Martin Crandon](#), Carbon Programme Manager

### Processing of Southern Electric invoices

When processing Southern Electric invoices, please could you use as the invoice number the **site reference** and invoice number combined which is typed on the top right hand corner of their invoices under their web address. If only the invoice number is quoted Southern Electric will allocate the monies to any North Somerset Council account with the same invoice number. It is the site reference which ensures the payment goes against the right school.

[Jenny Tiley](#), Senior Finance Officer, Accounts Payable Team

### Emergency Management Rest Centre Manual

Occasionally there may be emergencies that require members of the community to leave their homes and be temporarily accommodated in a place of safety. Such emergencies are typically floods, chemical releases or risk of explosion. In these eventualities, it is the responsibility of the local authority to find somewhere for them to go where they can eat, sleep and rest for the maximum of a few days before going home or being accommodated elsewhere.

These temporary centres (referred to as rest centres) are often set up in secondary schools, as they have the basic facilities required. For example they tend to have fully equipped kitchens, a combination of large rooms for use as communal spaces and small rooms where people can be quiet (useful for such purposes as baby feeding, crèche, advice and religious observance).

Should your school be needed as a rest centre, a senior officer of North Somerset Council will contact the school office (in school hours) or a keyholder (out of hours) to ask to gain access to the school.

The management of rest centres will be undertaken by trained council and other personnel, but may require some support from the caretaker in order to find the necessary equipment and furniture, and control access to rooms etc.

In general, however, the school staff's focus will be on finding a way to ensure that the business of the school is disrupted as little as possible.

North Somerset Council's [Rest Centre Manual 2011](#) is primarily designed for use by Council staff, providing the necessary information to enable the set-up and smooth operation of a rest centre. However, it may be useful to school staff in providing some background information and location maps for pre-identified primary rest centres.

Ian Wilson, Emergency Management at [emu@n-somerset.gov.uk](mailto:emu@n-somerset.gov.uk)

## North Somerset Early Years E-Newsletter

North Somerset's Early Years produce a monthly e-newsletter which is circulated to all private, voluntary and independent childcare settings as well as practitioners that work with them. It contains news and updates from across the early years sector and is now the main means of communicating with settings about changes to policies, guidelines, etc. The newsletter, together with past copies, can be found on the following [link](#). Please contact the Family Information Service on 01934 426 300 for further information or email [fis@n-somerset.gov.uk](mailto:fis@n-somerset.gov.uk).

[Anne-Marie Heath](#), Information Officer, Family Information

## School Signage

The Graphics Team at North Somerset Council can give you free advice and quotes for all your signage needs. Please see the advert on the [September 2011](#) web page.

[Tim Brown](#), Graphics Manager

## Free Training for Breakfast Clubs

UK-wide charity ContinYou are offering schools free training and support to set up and run a successful breakfast club and £650 towards the cost of setting up a new club.

As part of its Best Start Breakfast Clubs initiative, ContinYou will be offering a wide range of training and support to new and existing breakfast clubs. To find out more, visit [http://www.continyou.org.uk/health\\_and\\_well\\_being/breakfast\\_club\\_plus/](http://www.continyou.org.uk/health_and_well_being/breakfast_club_plus/)

## Ambition AXA Awards

Applications are invited for the Ambition AXA Awards, a biennial programme offering five young people between the ages of 11-18 the opportunity to further their ambition in five categories: arts, sport, science and enterprise and community. On offer for each of the 5 winners is a comprehensive mentoring package which will help the young person take their talent to the next level. Further details and an application form can be found on the web at <http://www.ambitionaxaawards.com/>. The deadline for applications is 14 October 2011.

## The Write Stuff Letter Writing Competition

Working with the Oxford Literary Festival, Chartwells are running the second year of the schools' competition 'The Write Stuff'. We are asking your pupils to share with us their passion for food in a letter and develop some important skills along the way.

Full details are available at [www.chartwells.co.uk/write-stuff.htm](http://www.chartwells.co.uk/write-stuff.htm) where you can find competition details, tips for students on letter writing, resources for teachers that are linked to the national curriculum, last year's winning entries and news of the prizes we are giving away.

Each week we will be having a prize draw for students. All they have to do is register at our Twitter or Facebook sites to be in with a chance of winning:

Twitter: @writestuffcomp  
[www.facebook.com/The-Write-Stuff](http://www.facebook.com/The-Write-Stuff)

Entries must be submitted by 15 October 2011. For further information or if you have any queries please contact [thewritestuff@compass-group.co.uk](mailto:thewritestuff@compass-group.co.uk).

## Save the Date: New Schools Recycling Service Workshop

This FREE training session will be held at 10am on **Friday 14 September 2011** at North Somerset Council Castlewood Office, Clevedon.

The training session will provide an introduction to the new schools recycling service, including why the new service has been introduced, what the new service offers, how to use the service, pricing details, and how to sign up. There will also be a question and answer session to deal with specific school enquires. The session will be led by Sophie Clarke, Recycling Education Officer, and David Goodship, North Somerset Council Waste Minimisation Officer. Further details of the session will be made available shortly.

To register your attendance for the session, please contact Sophie Clarke, Waste Education Officer (Waste Watch) via email [sophie.clarke@n-somerset.gov.uk](mailto:sophie.clarke@n-somerset.gov.uk) or on 07581625747.

## E-Safety - Protecting Your Professional Identity Session

**Date:** Tuesday 27 September 2011  
**Time:** 16:00 – 17:30  
**Venue:** Clevedon School  
**Audience:** All staff in schools/settings

### Objectives

This twilight session aims to:

- Introduce delegates to the concept of professional identity in a connected society and the risks and benefits in engaging with young people via online technologies
- Through understanding raise confidence in protecting professional identity of individuals and employees
- Provide an array of relevant and practical resources and programmes

### Outcomes

The course will enable delegates to:

- Conduct a risk assessment of the potential for online abuse resulting from their job role and social behaviours
- Carry out a personal audit of their online footprint
- Implement strategies for protecting themselves online and reduce the risks associated with engagement with young people in such environments.
- Review workplace policies to ensure protection for professionals and identify lines of support in the event of incidents.

**Cost:** Free of Charge

**Closing Date:** Monday 19 September 2011

To book a place log onto [CPD Online](#) or click direct link: [Protecting Your Professional Identity](#)

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

## Forthcoming Networks

### ASD Network Meeting

**Wednesday 5 October 2011**

**Venue:** Yatton C of E VC Junior School

**Time:** 13.00 - 15.00

**Audience:** Newly Qualified Teachers/SENCO/Teachers/Teaching Assistants

This network is for all school staff working with a pupil with social and communication difficulties or an Autism Spectrum Disorder (ASD). The three linked meetings this year will focus on developing pupils' social, communication and independence skills by using effective structured approaches. The first session will include the opportunity to explore web-based resources in the ICT suite. To reserve a place, please book using North Somerset [CPD Online](#).

### Down Syndrome Network Support Meeting

**Thursday 13 October 2011**

**Venue:** Yeo Valley and Rural Outreach Children's Centre

**Time:** 13.30 - 15.00

**Audience:** All school staff

Curriculum Differentiation will be the focus for the next meeting of the Down Syndrome Network Support Group. This is a support group for all staff in schools who work with pupils with Down Syndrome. Poster attached on the [September 2011](#) web page. To reserve a place, please book using North Somerset [CPD Online](#).

[Josie Finnegan](#), Administrative Assistant, Vulnerable Learners Service

## DfE Consultations

The Government has recently issued three consultations:

- Implementation of the 2010-11 Review of Education Capital (The James Review) - contact officer Sally Varley
- Consultation on school funding reform: Proposals for a fairer system - contact officer Louise Malik. (See briefing document on the [September 2011](#) web page).
- Consultation on the basis for the decision on the appropriate amount of Academies Funding Transfer for 2011-12 and 2012-13 - contact officer Louise Malik. (See briefing document on the [September 2011](#) web page).

These consultations have implications for children and young people, schools and the council. Two briefing sessions have been arranged which are open to school staff and governors to attend on:

**21 September - 19.00 to 21.00 at Priory School or  
27 September - 14.00 to 16.00 venue to be confirmed**

The session will aim to inform you of the potential implications of the proposals and enable you to submit an informed response to the consultations if you so wish.

If you would like to attend please contact [julie.bishop@n-somerset.gov.uk](mailto:julie.bishop@n-somerset.gov.uk) (Julie Bishop - Policy in the global address list) or telephone 01934 634643 to book a place. If you would like any further information please do not hesitate to contact the officers detailed above.

**[Louise Malik](#), Service Manager (Resources)  
[Sally Varley](#), Service Manager (Planning and Access)**

### **Courses Available for School Staff - Terms 1 and 2**

The Vulnerable Learners' Service - Advisory Teachers are running the following courses:

#### **Introductory Briefing - Programme for Specialist Leaders in Behaviour and Attendance Wednesday 28 September 2011**

**Venue:** Castlewood  
**Time:** 16.00 – 17.00

This one hour twilight session will introduce you to the Programme for Specialist Leaders in Behaviour and Attendance (PSLBA). This programme provides a year of active learning which develops your knowledge, understanding and leadership skills in Behaviour and Attendance.

**Audience:** Deputy Headteacher / Inclusion Managers / Lead Teachers / Learning Mentors / Locality Staff / Managers / Newly Qualified Teachers / SENCO / Senior Leaders / Subject / Aspect Leaders / Support Staff / Teachers / Teaching Assistants

To reserve a place, please book using North Somerset [CPD Online](#).

#### **Essential information for New and Aspiring SENCOs Thursday 13 October 2011**

**Venue:** Puxton Park  
**Time:** 09.00 - 15.30  
**Audience:** SENCO / Teachers

This training will help new and aspiring SENCOs gain an improved understanding of their roles and responsibilities within the local and national context. To reserve a place, please book using North Somerset [CPD Online](#).

#### **Developing Effective Pastoral Support Programmes in Secondary Schools Wednesday 2 November 2011**

**Venue:** Castlewood  
**Time:** 16:00 - 17:30

A twilight session on Pastoral Support Programmes for Secondary School Leaders in Behaviour and attendance. This session will look at running effective programmes and plans which support learners who have social, emotional and behavioural needs to make progress in school. There will be an opportunity to commission an Advisory Teacher to do school-based follow up after this session. LA schools can utilise their VLS allocated sessions for this purpose. This will provide school with further tailored support in this area.

**Audience:** Heads of year/house / Assistant Heads for Inclusion, SENCO and Inclusion Managers / Bursars / Managers of Support Staff / Deputy Headteacher - Secondary Phase / Inclusion Co-ordinators / Lead Teachers / Senior Leaders / Senior Managers

To reserve a place, please book using North Somerset [CPD Online](#).

### **Autism Spectrum Disorders - An Introduction** **Thursday 17 November 2011**

**Venue:** Castlewood Room G.08  
**Time:** 09.00 - 15.45

This one day workshop is for SENCOs, Teachers, NQTs and Teaching Assistants. The course includes an overview of autism spectrum disorders with an emphasis on exploring inclusive classroom and school strategies, e.g. structured teaching (TEACCH), visual supports and developing social understanding.

**Audience:** Newly Qualified Teachers/SENCO/Support Staff/Teachers/Teaching Assistants.

To reserve a place, please book using North Somerset [CPD Online](#).

### **ASA Certificate for Teaching School Swimming Course**

There are still places available on our one day "ASA certificate for teaching school swimming course" taking place on **Friday 30 September** 2011 at Portishead. This course is open to teachers, classroom assistants, learning support staff, parents, etc.

**Times:** 8.15 for 8.30 prompt start - 16.00 finish  
**Fee:** £40

For more information please see the leaflet on the [September 2011](#) web page. This course is bookable on [CPD Online](#).

[Di Wookey](#), Admin Assistant, Development & Environment

### **First Aid for Infants and Children (Paediatric) Course**

**Date:** Friday 30 September 2011  
**Time:** 9.15am for 9:30am start - 4:30pm  
**Location:** Castlewood, Tickenham Road, Clevedon BS21 6FW (sat nav code BS21 6AB)  
**Cost:** £60.00

**Aims:** To develop a number of basic, general first aid skills relevant to infants and children leading to participants being awarded a 'First Aid for Infants and Children' certificate, valid for three years. This course is suitable for those who are not required to be qualified in the 12 hour pre-school first aid training.

**Who is the course for?**

Anyone over the age of 16, who may need to administer first aid to infants or children.

**Minimum Age:** 16 years

**Course content:**

Understand the role of the first aider including:

- the importance of preventing cross infection
- the need for recording incidents and action
- use of available equipment
- what to do in an emergency/summoning help
- management of an unconscious casualty (including seizures)
- cardiopulmonary (CPR) for infants, children and adults
- choking, minor cuts, severe bleeding, shock, broken bones and burns
- strains and sprains, head injuries, asthma, allergic reactions and epilepsy

To book a place please complete the booking form on the [September 2011](#) web page.

[Di Wookey](#), Admin Assistant, Development & Environment

### Gordano School's Art Exhibition

Gordano School is holding an art exhibition of GCSE and A Level work on 28 September. Please see the poster on the [September 2011](#) web page for further details.

[Julie Zinkant](#), Gordano School

### Substance Misuse and Young People Stage 1

There is an opportunity to attend a half day course on **12 October** which will provide you with information and skills to assist you in working with young people who may be at risk of substance misuse and an awareness of local services and the support they can offer you and young people.

The course is delivered through a series of discussions, group activities and information sessions and will be delivered by two workers from North Somerset's Young People's Substance Advice Service.

For further information and to book to attend, please visit this link [for full details](#).

[Dawn Williams](#) (Training Officer)

## North Somerset Governors' Annual Conference 2011

### 'Holding Your School to Account'

We welcome David Marriott, education consultant specialising in governance and school leadership, to facilitate this year's event. David is a familiar face to many governors in North Somerset and comes to the conference with vast experience in all aspects of governance. The outcomes for the day are that governors will:

- Sharpen their understanding of the importance of holding their school to account and the means by which it can be done
- Have learnt from each other's experiences and shared understanding of how different governing bodies tackle the challenges involved in holding the school to account
- Leave with practical tools, strategies and links to sources of further information to help them hold their schools to account.

**Venue:** St Katherine's School, Ham Green, Bristol, BS20 0HU

**Date:** Saturday 15 October

**Time:** 9.15 am – 14.30 pm

Please book your place as soon as possible through [CPD Online](#). **Remember** – 3 FREE places for all subscribing governing bodies. There is plenty of car parking at the school but anyone who has difficulty with transport – or is able to offer a lift - please contact Sue Rabbits on 01934 427448 or email [sue.rabbits@n-somerset.gov.uk](mailto:sue.rabbits@n-somerset.gov.uk).

[Chris Hustwick](#), Governor Services Manager

## Emotional Literacy Support Assistant (ELSA) Programme

The Educational Psychology Service is offering places on the training and supervision programme from October 2011. Please see the flyer on the [September 2011](#) web page for further details. Places can be booked via [CPD Online](#).

[Maureen Martin](#), Senior Administrator

## E Safety: Facebook, Transparency and Information Security

**Date:** 28 November 2011

**Time:** 9:00 (9.30 start) – 12:30

**Venue:** Winter Gardens, Weston-super-Mare

**Audience:** Heads and Chairs of Governors

**Cost:** Free of Charge

### Issues schools are facing

- Staff want to use their own camera phones.
- What policies, procedures and training ensure pupil and staff information is sufficiently protected? Could you avoid a £500,000 fine?

- A parent asks who made the unfair complaint about their child, and what was alleged. How much can you tell them?
- Why can't I share my password with a supply teacher?
- Are you required to publish the expenses claimed by teachers, how much you spend on supply teachers, or every amount spent over £500?
- My pupils are only eight and are "friend requesting" me on Facebook.

Information and Communication have become increasingly difficult to manage in this digital age. Parents, pupils, teachers and regulators expect personal information to be managed securely; the government's transparency agenda encourages parents and the public to be 'armchair auditors,' to use Freedom of Information to hold schools to account.

This half day session introduced by Graham Turner, Chief Executive of North Somerset Council, will provide practical workshops which will support whole school e-safety self review, strategic action planning and how to make use of resources available to you for e-safety, information security and Freedom of Information.

It will provide:

- A toolkit to review current practice
- An opportunity to reflect on your school's priorities
- Clear examples and resources
- The opportunity to book a **free** follow up onsite support visit to develop an action plan

### Outcomes

The session will enable you to:

- Understand your responsibility for e safety, information security and Freedom of Information in your school
- Begin the planning process by self-assessing to identify strengths and areas to develop
- Be aware of local and national resources available
- Have a clear understanding of current and emerging issues around e safety, information security and Freedom of Information.
- Prepare for follow up on-site support visit to develop an action plan

To book a place log onto [CPD Online](#) or click direct link: [E-Safety: Facebook, Transparency and Information Security](#).

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

### Lights! Camera! Action! The NOSCARS are back!

This is the opportunity for your children to produce a two minute digital video using animation and film making techniques. The theme for the NOSCARS will be the "Olympics 2012". Capture the moment of being first to cross the line; breaking a world record or interview an Olympian. Let your imagination RUN free!

Creators of the shortlisted films will be invited to a celebration evening on Thursday 27 September 2012 in true “academy award” style featuring all the glitz and glamour. Awards will be presented to first, second and third prize winners in categories – Key Stage 1, Key Stage 2 and Special School.

Where would the NOSCARS be without entertainment? For those of you who have attended in previous years, you will be familiar with the fantastic entertainment that schools have provided during the event. If you have an exciting idea and would like to perform on the evening, please email [angie.mason@n-somerset.gov.uk](mailto:angie.mason@n-somerset.gov.uk) with your suggestion **by Friday 10 February**.

If you would like your school to take part in this fabulous event, please contact [Angie Mason](#) telephone 01934 634830 for a film pack. Schools wishing to participate should register their interest by completing an application form **by Friday 10 February** and returning their film entry by Wednesday 13 June.

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