



SCHOOLS' NEWSLETTER

Information for governors and staff of diocesan schools

Year of Catholic Education

A CATHEDRAL GATHERING FOR GOVERNORS

The latest event marking the Year of Catholic Education was a Mass for Governors held at the Cathedral on the evening of 20th July. Bishop Roche had originally issued an invitation to representatives of every school in the diocese but he found himself unable to be present for the occasion, having had to travel to Norwich for the funeral of Bishop Michael Evans of East Anglia. In his place the chief concelebrant was Mgr John Wilson, the Episcopal Vicar for Evangelisation. Mgr Wilson welcomed governors from across the diocese with a brief message from the Bishop and said the Mass was an opportunity to thank all those who exercised responsibility for the governance of schools and colleges in the diocese. They were, he said, an example of modern-day 'Good Shepherds' looking after the welfare of the educational communities



in their care. After Mass the congregation made their way to Wheeler Hall for a different kind of gathering where governors were able to meet colleagues from different parts of the diocese, members of the Diocesan Council for Education and staff from the diocesan Office for Education and Schools.

Other events held during the term to mark the Year of Catholic Education included the Bradford Catholic Schools Partnership celebrating the wealth of performing talent in the schools at a concert held at a packed St George's Hall.

Pupils from across Bradford primary and secondary schools sang and danced the evening away. Bishop Arthur and the audience were entertained by energetic Ukrainian dancing, rock bands, brass bands, contemporary dance, a salsa band, cheerleaders, the schools' choirs and many other acts — a brilliant showcase for the skills of our young people.

On 13 July, All Saints Catholic College in Huddersfield celebrated 50 years of education on the site. Bishop Arthur was the Principal celebrant of the Mass alongside priests from the deanery.

In May, the Wakefield Catholic Partnership of schools brought pupils together to share a series of workshops to explore through dance what it means to have God in our lives. The hard work finished with a performance at St Peter and Paul's Church for pupils, parishioners, parents, governors and staff.

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THANK YOU

English Baccalaureate (EBacc)

Our appreciation to all governing bodies who took the time to write to their MPs to encourage them to sign the early day motion to include RE in the E Bacc. The CES and Dioceses continue to raise the matter with the DfE as the decision not to change the E Bacc was made before consideration of the report from the parliamentary select committee that raised concerns regarding the implementation and content of the EBacc.

Foundation Governors

Thank you to governors and parish priests for making the appointment of foundation governors run smoothly. We do appreciate the work involved in making all the appointments that were due at the end of the main three year cycle. Letters are on their way to governors, clerks and local authorities so that up to date lists are available. Any queries regarding foundation governor appointments should be made to Beverley Sice.

The Way, the Truth and the Life

The introduction of the new missal needs to be incorporated into the pupil books. Information on updating pages for Yrs 2, 3 and 6 books has been made available - any queries contact Christopher Devanny

Leadership Development

Thank you to those senior leaders who were willing guinea pigs for the new pre and post NPQH courses. These were very successful and the joint dioceses have secured funding from NCSL to run them again this year— see the CPD brochure for more details on leadership development courses on offer this year. The joint planning meeting of the high school CPD co-ordinators was very positive, we look forward to future developments

NEWS

Building Issues

Funding for Schools, Information from the DfE

- The Government will provide £500 million to help local authorities provide extra school places – meeting the extra pressures caused by increased birth rates.
- A new school rebuilding programme has been launched. It will be targeted at those schools in the worst condition. Information will be available from **Partnerships for Schools**.
- School Building regulations will be pared down significantly – cutting red tape and costs.
- The Government is minded not to fund the BSF projects which were the subject of a judicial review earlier this year, subject to further representations from the authorities involved.
- The recommendations of Sebastian James’s review on school building will be broadly accepted subject to a thorough consultation process on details and implementation. A consultation is being launched by DfE, “We will carry out a condition survey of all school buildings so that funding can be better targeted. We will revise school building regulations to reduce unnecessary burdens and bureaucracy. We will also improve the design of schools to achieve better buildings and better value.”

As seems to be the case with the DfE, the timescales they have set through Partnership for Schools who are managing the capital budgets, is very tight. Local authorities have until 14 October to submit bids for community, VA and VC schools. **We are aware of some of the plans but if any school is approached by their LA with a proposal for a bid please let Kevin Anderson or Angela Cox know as soon as possible.**

Solar Voltaic Cells

We are aware that some companies are suggesting to schools that solar voltaic (SV) cells could be installed on school roofs, saving energy costs and indeed creating income from electricity fed into the National Grid. Governing bodies **must not** enter into agreements for these products. The contracts are usually long term and can result in not only maintenance liabilities for the governing body but possible insurance problems.

NEWS

Ofsted

If you are likely to be inspected this term, please note that Ofsted has updated its guidance documents for inspectors. The supplementary guidance on inspecting the 'Effectiveness of the Governing Body' now includes the following question that inspectors may consider asking:-

How do governors ensure equality of opportunity? For example, what actions are taken to ensure all groups of parents are engaged and barriers are removed?

As a governing body, what would your reply be to this question, do you know what barriers exist and what you have done about them in your school? What issues would your parents raise in this respect?

The guidance is available at: <http://www.ofsted.gov.uk/resources/supplementary-guidance-and-resources-for-inspectors>

In May, Ofsted published a report that looks at the principles and practices that contribute to outstanding governance in 14 schools and reports what outstanding governing bodies, and the headteachers of the schools they serve, contribute towards their effectiveness. Case studies from each of the schools visited are included to reflect something of the character of the governing bodies and how they have approached aspects of their work. Over the next couple of weeks model examples of some of the good practice documents such as guidance on governor visits to schools and a model induction handbook for governors will be added to the website for governing bodies to individualise for their school. The report is available online at:

<http://www.ofsted.gov.uk/resources/school-governance-learning-best>

The new framework for school inspections and associated documents will be published during the Autumn term. When all the information is available from Ofsted a briefing session will be held for those governors wanting to find out more about the new inspections and how to prepare for them .

Changing the Times of School Sessions

The Changing of School Session Times (England) (Revocation) Regulations 2011 [2011 No.1954] came into force on 1 September 2011. This revokes the 1999 regulations and makes it easier for governing bodies to change the times of the school day. Despite the revocation, please note that in the interest of good home/school relations, it is essential in considering any changes that pupils, parents and staff are consulted and appropriate notice of change is given to implement new session times successfully. Where a school bus service is in operation, local authorities need to be consulted as it may not always be possible to change bus allocations and in some cases, permission for revised timetables may be needed from the Traffic Commissioners and the school may need to meet the extra costs of a revised service.

Local Leaders of Education (LLE)

In the new world, this route appears to be key in supporting schools to engage in wider school improvement between schools with the LA having more of a co-ordination role. We now have 8 LLEs in the Diocese and one professional partner. LLEs receive funding through NCSL to fund support provided to other schools. If any experienced headteachers are interested in becoming accredited the next round will open soon — please let me know. Further information is available from <http://www.nationalcollege.org.uk/index/professionaldevelopment/lle>

ACTION REQUIRED

CHAIR OF GOVERNORS

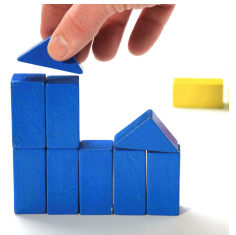
To enable us to communicate effectively with Governing Bodies, it would be helpful if we could email your Chair of Governors directly. Please check your Chair is happy to pass his/her email address to us and then send it to us at beverley.sice@dioceseofleeds.gov.uk. Could you also update the emergency contact details we hold for the school if the responsible person has changed since last winter.

APPOINTMENT OF HEADTEACHERS, DEPUTY HEADTEACHERS AND HEADS OF RE

REMINDER: When a vacancy occurs for a Headteacher, Deputy Headteacher (or Head of RE or a chaplain in secondary schools), it is Diocesan policy for the Education Service **to be informed** before any action to fill the vacancy is taken. Where ever possible the Diocese will support the appointment process.

Exploring the Bible through Godly Play

Saturday October 15th 2011



This is a taster day to discover how Godly Play can be used to open up and explore Bible Stories for children, young people and adults. The day will include an **opening reflection** with time to focus prayerfully on the theme, a number of **Godly Play Sessions** full of ideas and inspiration for activities, prayer and worship to try back at school and church and **time for questions** to share your experiences with others and learn from one another and from the team. This event is appropriate for teachers and those supporting children in learning about their faith such as catechists.

Venue: **St Andrew's United Reformed Church, Shaftesbury Avenue, Roundhay, Leeds, LS8 1DS**

Time: 10.30 – 15.30. Refreshments from 10:15am

Cost: **£12 per person.** This includes coffee and cake on arrival, and information to take home afterwards!

DIOCESAN CPD PROGRAMME

The 2011/12 Diocesan CPD programme has been sent to schools and will also be available on the website. Please send any bookings to Janine Garnett who will answer any queries you may have. We can also provide sessions tailored to your individual needs, please ask as you plan INSET or governor training. For newly appointed foundations governors, the induction training on 2 November is essential. For those involved in admissions or admission appeals be prepared, and attend the event on 23 Sept. Christopher Devanny is offering support for primary RE, and secondary school RE co-ordinators as well as introductions for staff new to Catholic schools.

Catholic Foundation Stones (to be published by *St Paul's Publications*) is intended as a very basic introduction to the Catholic faith for use with school staff, some of whom may not be very familiar with Catholic beliefs. Schools who have used it as part of staff development have found that it is an effective way of supporting RE teaching as well as giving staff the opportunity to find out more about the Catholic faith in an insightful way.

Code of Conduct for Governors

A revised model of the Diocesan code of conduct that is more explicit about the particular nature of governance in a Catholic school has been sent to each school for adoption by governing bodies. The first meeting of the governing year provides a good opportunity to discuss such points as part of ensuring the effectiveness of governance and its organisation. The model will also be available on the website.

Catholic Witness – Friday Penance

In May 2011, the Bishops' Conference announced that they wished to re-establish Fridays as a day of penance through the abstinence of meat beginning on 16 September 2011. The following applies principally to high schools and colleges though primary schools will want to make arrangements for staff. Schools, I am sure, will take the time to explain the Friday penance to pupils and ensure that the relevant pupils are aware of the expectations of the Bishops. The requirement applies to children who are 14 years old though younger pupils may also wish to observe the practice and should be given every opportunity to do so. Introducing the penitence is an important opportunity for our schools to bear witness to the faith.

Guidance on the obligation, *Catholic Witness – Friday Penance* has been prepared by Fr Marcus Stock, General Secretary of the Catholic Bishops Conference of England and Wales at the request of the Bishops, <http://www.cesew.org.uk/standardnews.asp?id=10934>.

The guidance takes the form of a question and answer approach explaining the reasons for the re-affirmation of Friday as a special day of penitence and the re-establishment of the practice that this should be fulfilled by abstaining from meat and by uniting this to prayer.

It is expected that schools will be able to ensure that there is a non meat option for school meals on Friday and in due course may be able to become meat free on Fridays within the contractual arrangements with the school caterers.

Performance Management

Governors will have realised that with the SIP role disappearing and LAs cutting back on school improvement support they may not have an adviser for HT performance management. Regulations state that it is a legal requirement that governing bodies have an adviser in order to carry out performance review. The DfE have consulted on revised arrangements that are expected to come into place next year. Governing bodies should ensure the continued rigour of performance management in their schools and especially that of the Headteacher by appointing an appropriate adviser to support the performance management governors with the process that has to be completed by 31 December 2011. Some local authorities are continuing to offer advice through the school improvement SLA or governing body can choose to make their own arrangements. If any governors have difficulty with this please contact Angela Cox. We do have contact details for some advisers who have left LAs and have been Catholic headteachers themselves. A booklet giving guidance on the performance management process is available from the education office.

Consultation details: <http://www.education.gov.uk/schools/leadership/deployingstaff/a0077454/performance-management-consultation>

Staffing Matters

The new School Teachers Pay and Conditions Document (STPCD) has been published and is available together with proforma pay statements and pay scales at:

<http://www.education.gov.uk/schools/careers/payandpensions/teacherspayandconditionsdocument/a0064179/school-teachers-pay-and-conditions-document-2011>

The document provides statutory guidance and **must** be followed when making any changes to conditions of service or remuneration such as following performance management. With regard to headteacher and other leadership posts, changes to the individual school range (ISR) should be decided by the full governing body and any pay awards must be within the pay range in place at the time of the performance. Pay awards can not be given if performance management is not carried out. Please ensure that advice is taken from the Diocese or HR if you have any concerns so as to avoid any potential problems that could lead to grievances.

THE NEW MISSAL

As promised , a further discussion session on the new English Translation of the Missal will be held on 12 October, 10.30am at SS Peter and Paul's Church Hall, Sandal, Wakefield. We are pleased that the morning will include a presentation from Fr Paul Turner, a priest in Kansas USA who is a leading international liturgist. Fr Turner has been involved with the work on the new translation including writing the guidance being used by parishes.

Further details will be sent to schools next week but the briefing will give an opportunity for RE co-ordinators, RE subject leaders and school chaplains as well as other staff to find out more about the translation and have any queries answered. In the evening, there will be a presentation by Fr Turner for parish representatives across the Diocese such as catechists. Please book the schools event through Janine Garnett here at the education office.

Equality Scheme

A model policy for the Equality Scheme has been completed and will be made available on the Diocesan education website for adoption by governing bodies.

Catholic Post

As you know the Catholic Post is the newspaper of the Diocese of Leeds, this is an excellent diocesan resource for finding out what is going on in our diocese as well as letting those no longer closely associated with the school and living in other parishes know what a school is doing. Please help us to be able to continue with, and build on, the success of the paper. You can do this in two ways:

1. Let either Beverley in the education office or John Grady, communication officer, know when you are having a special event/celebration/school production so that we can arrange coverage for inclusion in the paper.

WELCOME!

Welcome to the following headteachers who take up their new posts in the Diocese starting in September:

Alison Ashworth, St Joseph's Catholic Primary School, Pudsey
Darren Beardsley, Holy Family Catholic High School, Carlton nr Goole
Cecilia Knight, St Joseph's Catholic Primary School, Otley
Sam Poulton (Mr), St Anne's Catholic Primary School, Keighley
Dominic Williams, St Joseph's Catholic Primary School, Huddersfield
Claire Cade (acting), St Malachy's Catholic Primary School, Halifax
Terry Coen (acting), Notre Dame Sixth Form College, Leeds
Hilary Gallacher, (acting), Sacred Heart Catholic Primary School, Ilkley
Clare Gardner (acting) St William's Catholic Primary School, Bradford
John Knowles (acting), St Joseph's Catholic Primary School, Wetherby
Tara McStay (acting), St Augustine's Catholic Primary School, Leeds
Fiona Robertson (acting), St Mary's Catholic Primary School, Selby
Jane Meikle (acting), Ss Peter & Paul, Catholic Primary School, Yeadon

And finally Janet Hutton who will be Executive Headteacher at St Joseph's Halifax and St Patrick's Elland

Our best wishes to all of them in their new roles.

Dates for the Diary — Autumn Term

Headteacher Conference—6th October 2011, Wheeler Hall

**The New Missal — 12th October 2011,
SS Peter and Paul Church Hall, Sandal, Wakefield**

CPD—Autumn Term

23rd September—The Essential Guide to Defending Appeals, 1.30—6.30pm

28th September— Aspiring to Leadership in a Catholic School, 1.30—6.30pm

3rd October—Working in a Catholic School (non teaching staff), 11am—3pm

7th October—Welcome to the Diocese (primary teaching staff), 9.30am—3.30pm

14th October—New RE Co-ordinators, 9.30am—3.30pm

**15th October—Exploring the Bible through Godly Play, 10.15am—3.30pm,
Venue: St Andrew's Church, Shaftesbury Avenue, Roundhay, Leeds LS8 1DS**

8th November—Embedding CES Procedures, 9.30am—12.30pm

**29th November— The Way, the Truth and the Life assessment tasks at KS2, 9.30am—
3.30pm**

5th December—Advent Retreat, 3.30—7.15pm

7th December—Collective Worship in the Primary Classroom, 9.30am—3.30pm

Please see the CPD programme for the events for the rest of the year. Bookings for all events should be sent to janine.garnett@dioceseofleeds.org.uk

HIGH SCHOOLS

REVELATION 2011-2012 "DARE TO BELIEVE – FIRM IN THE FAITH"

The Youth Service of the Diocese of Leeds would like to invite you to gather with other young people once a month to pray together, to study the faith and spend time with each other. 'Revelation', is the monthly gathering for young people across the Diocese of Leeds in school years 9-13. It takes place in Wheeler Hall at Leeds Cathedral, on the following dates over the coming months:

**Autumn term: Wednesday 21st September 2011; Wednesday 19th October 2011;
Wednesday 16th November 2011; Wednesday 14th December 2011;**

Spring Term: Wednesday 25th January 2012 (Look out for information about special LDYS events during Lent!)

Summer Term: Wednesday 25th April 2012; Wednesday 23rd May 2012 & Wednesday 20th June 2012.

It is necessary for attendees to fill out an LDYS Registration Form and to bring it with them to the first Revelation. They are available from www.leedsyouth.org.uk or the school chaplains.

Contact Us:

The Diocesan Education Team may be contacted in the following ways:

Telephone: 0113 -261 8034 Fax: 0113 - 261 8044

Mail: Hinsley Hall, 62 Headingley Lane, Leeds, LS6 2BX

Website: www.dioceseofleeds.org.uk/education

Email: beverley.sice@dioceseofleeds.org.uk

The members of the Education Team are:

Fr John Wilson	Episcopal Vicar for Evangelisation	john.wilson@dioceseofleeds.org.uk
Angela Cox	Principal Officer for Education	angela.cox@dioceseofleeds.org.uk
Beverley Sice	Admissions and Governance Officer	beverley.sice@dioceseofleeds.org.uk
Robert Finnigan	Project Officer	robert.finnigan@dioceseofleeds.org.uk
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Annette Dews	Secondary S48 Co-ordinator	annette.dews@dioceseofleeds.org.uk

Co-ordinator for Headteachers' Wellbeing

Karen Naik 07557111278 karen.naik@dioceseofleeds.org.uk

