



## **DIOCESE OF ARUNDEL & BRIGHTON CATHOLIC SCHOOLS SERVICE**

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*"Helping to develop the Catholic life of our schools"*

# **BULLETIN**

## **November 2014**

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## Director's Letter

Beginnings and endings mark the rhythm of all our lives.

As many of you will know, I have been considering standing down from full time work, for the last 12-18 months, in order to give myself more flexibility. So, after 40 years in Catholic Education, I retire from my post as Director of Schools at the end of term and look forward to the next chapter, whatever that might be.

**“For I know the plans I have for you declares the Lord, plans to prosper and not to harm you, plans to give you hope and a future” Jeremiah 29:11**

I would like to record my thanks to all in our school communities, headteachers, staff, governors, clergy and parents for the great commitment shown to Catholic education in our Diocese.

I have striven to create a fully inclusive Catholic Schools Service; the rich tapestry of maintained, independent, non-maintained and special schools, provide parents and pupils with great choice and diversity by always keeping Christ at the centre of what we seek to achieve.

Special thanks and an acknowledgement must go to the children and young people in our schools who have given me personally, great joy over many years as well as inspired me to continue to lobby for what is central to Catholic education. They have touched my life and made my service so rewarding.

Our recent Headteachers' Pilgrimage to Rome was an opportunity to reflect on Catholic leadership and witnessing the joy of the Gospel entitled - *“Nurturing Our Catholic Leaders”*. Fundamental to this was a commitment to our core values of truth, integrity and being faithful to the Church's teachings.

As Director of Schools for the last 15 years it has been a privilege to work with you all, the hospitality and kindness shown to me has always been much appreciated – please pass on my thanks to all in our schools.

I have arranged for a Mass to be celebrated for all your intentions in the New Year.

I wish all our schools, the new Director Marie Ryan and the Schools Team every joy, happiness and many blessings for the future.

**Mary Reynolds**  
Director

## LCVAP projects for 2015/16

Jill Bates, Buildings Consultant, did a wonderful job for the Diocese over the last 18 months or so. Following the retirement of Jill's husband and her house move to Kent she felt she could no longer continue in the role. Our sincere thanks to Jill for all she has done to support our schools.

At present no announcement has been made by the Department for Education (DfE) to confirm whether LCVAP will continue at the end of this financial year. However, to be prepared when, and if, details are published, the Schools Service is requesting bids based on condition and health & safety need. These will be considered in conjunction with the DfE condition & suitability ratings to determine those projects with the highest priority. For those schools that have received the surveys done by the DfE as part of the Property Data Survey Programme, or have their own condition surveys, please also submit the relevant pages in support of your bid.

The bid form and notes were emailed to the Headteacher and Chair of Governors of all schools on Friday 6 November 2014 with the **last date for the return of the bids being Monday 8 December 2014.**

## New Diocesan Schools Service Website

We are pleased to announce that the new Diocesan Schools Service website will go live on Monday 5 January 2015.

The new website, [www.abeducationsservice.org.uk](http://www.abeducationsservice.org.uk), will provide news, information, guidance, resources, recruitment and training/event details for schools, governors, clerks, clergy and parents.

We hope all connected with our schools will find the site easy to navigate and be able to find what they need.

One incorporated feature allows schools to post any vacancies available at their school. If any school is planning to post a vacancy from the beginning of January, please contact Simon Parr so that the vacancy can be in place when the site goes live.

The website also looks to celebrate Catholic Education. We would very much encourage schools to submit news stories and photos to appear in the news section on the front page. We look forward to hearing from you!



## Catholic Collaborative Networks (CCNs)

Many thanks to all who fed into the opening of our discussions around Catholic Collaborative Networks at our recent Heads' and Chairs' Conference at South Lodge on Monday 17 November. We are currently studying your feedback and your very helpful suggestions, questions etc, all of which will be fed back to schools in the new year. Discussions around the nature of collaboration will continue throughout this academic year; Marie will be writing to all schools in January to invite interested parties to join a working party to help shape future developments. Thank you to those who have expressed an interest in being involved ... names have been noted!

As you know, Bernadette Connor is running training assessment and moderation in RE in CCN groups for Primary RE Co-ordinators on the afternoons of Wednesday 21<sup>st</sup> January (to be held at St Thomas of Canterbury, Guildford); Thursday 22<sup>nd</sup> (St Catherine's, Littlehampton); Wednesday 28<sup>th</sup> (Cottesmore, Hove); and Thursday 29<sup>th</sup> January (Our Lady Queen of Heaven, Crawley).

Thank you to those who took the opportunity on 17 November to indicate the most appropriate venue - we have taken a note of these and are updating lists accordingly. Further details on the forthcoming assessment/moderation meetings can be found in the CPD Handbook (p23) or may be obtained from Ann Baldwin ([ann.baldwin@dabnet.org](mailto:ann.baldwin@dabnet.org)) at the Schools Service.

## Academies

The Schools Service will be sending out an Academies Newsletter to all schools before the end of term, updating schools on developments thus far. A skeletal Shadow Board has been set up to consider the proposed MAT model, with an advert placed in the A&B News of Sunday 30 November looking for additional members with an education and/or legal background to join the Shadow Board. In addition, Primary and Secondary Headteachers are being asked to elect Headteacher representatives to join the Shadow Board in order to ensure that schools' views are clearly represented on the Board. The primary aim is to ensure that the distinctive nature of our Catholic schools is protected, every school is valued as being of equal importance, and schools' needs are met.

Further details will be disseminated in the forthcoming Academies newsletter; schools will also be invited to an 'Academies Assembly' next term (date and venue TBC) to discuss developments.

## Admission Arrangements for 2016 - 17 entry – 1) important dates

A quick reminder regarding the important dates for setting the school's admission arrangements for 2016-17:

If the governors are planning to amend the admission arrangements from those determined for 2015, there is a requirement to go out for consultation. The consultation has to take place for an eight week period between **1 November 2014 and 1 March 2015**. In practice this means the latest time to go out to consultation is just before the Christmas school holidays start. Please contact Simon Parr ([simon.parr@dabnet.org](mailto:simon.parr@dabnet.org)) if you have any questions on this.

**All maintained schools** (i.e. both schools consulting on changes and those that are not) have by law to determine their 2016 admission arrangements by **15 April 2015**. They are also statutorily required to then send these to the LA, the Diocese and post on the school's website by **1 May 2015**.

## Admissions Arrangements for 2016 - 17 entry – 2) other points

A few schools have contacted the Schools Service asking if there is any specific guidance for governors when reviewing their admission arrangements for 2016-17 entry.

The answer to that, 'in general', is 'no' (although East Sussex schools should ensure that the distance measuring system that they refer to in their admissions policy matches what East Sussex actually do). However, we would want to make the following points:

- i) If a governing body of a school decides that it does not wish to make any changes to their admission arrangements and therefore will not be consulting, they should confirm this by email, **by the end of this term**, to their local authority and to Simon Parr at the Diocese ([simon.parr@dabnet.org](mailto:simon.parr@dabnet.org)) indicating that the schools arrangements for 2016 entry will not change from the arrangements for 2015. Note: as mentioned in the item above, the governing body still has to formally determine the admission arrangements by 15 April 2015.
- ii) Schools should be mindful of the increasing pressure on 'faith school' admission arrangements as they continue to be 'targeted' by secular campaign groups. The 'Fair Access Campaign' (which wants all state-funded schools to be open equally to all children without regard to religion or belief) made a concerted effort across the country in the summer to object to the admission arrangements of 'faith schools', targeting all local authorities that began with 'B'. It is therefore important that all schools should review their admission arrangements every Autumn to ensure that they are as clear, fair and transparent as possible. Please contact Simon Parr ([simon.parr@dabnet.org](mailto:simon.parr@dabnet.org)) if you have any questions.
- iii) Having consulted in the late summer/early Autumn, the DfE is going to publish a revised Admissions Code (see item below). As well as making changes to the admissions timetable (NOTE: THESE TIMETABLE CHANGES WILL BE FROM 2017 ENTRY), the revised Code includes a few technical drafting changes and also attempts to further clarify certain areas e.g. Summer born children.

One of these 'clarifications' refers to the admission of previously looked after children and will apply now. This is to make sure that the provision giving the highest priority for admission applies to all children who have been adopted from local authority care. This change will bring the Code in line with current legislation.

Not all schools will need to change the applicable note in their admission arrangements.

However, taking into account the latest information and the proposed revised Code, we would advise **all** our VA schools to change the wording in the note relating to Looked After Children and Previously Looked After Children to:

*'Looked after children' are children who are registered as being in the care of the Local Authority or provided with accommodation by a Local Authority in accordance with Section 22 of the Children Act 1989(a) e.g. fostered or living in a children's home, at the time an application for a school is made. 'Previously looked after children' means such children who have previously been in the care of a Local Authority or provided with accommodation by a Local Authority in accordance with Section 22 of the Children Act 1989(a) and who have left that care through adoption, a 'child arrangement order' (in accordance with Section 8 of the Children Act 1989 as amended by the Children and Families Act 2014) or special guardianship order (in accordance with Section 14A of the Children Act 1989).*

Note: The above change can be made without a need to consult (unless, of course, there are other material changes being proposed).

### **Admissions – revised Admissions Code**

As mentioned above, the DfE consulted on a revised Admission Code between 22 July and 29 September 2014. Following the consultation the DfE has said that it intends to proceed with the proposed revisions with some 'minor technical clarifications in the drafting of the Code in the light of responses to the consultation'. The revised Code has now been laid before Parliament and, subject to approval, it will come into force from December 2014.

As well as clarifying the wording relating to the admission of previously looked after children referred to in the previous item, the main other changes proposed in the revised Admissions Code include:

- Changes to the admissions timetable (i.e. generally bring dates forward but **schools should note that these timetable adjustments will only apply from 2017 entry**). The Diocese Admissions Guidance will be updated in due course to incorporate the changes.
- Attempting to further clarify regarding the admission of summer born children. Where the parents of a summer born child (i.e. born between 1 April – 31 August) choose not to send that child to school until the September following their fifth birthday, the new Code will say that parents may request that they are admitted out of their normal age group i.e. to reception rather than Year 1.

Further to the non-statutory DfE Guidance published in July 2013, the revised Code will require schools to make decisions based on the circumstances of each case. This will include taking account of the parent's views, information about the child's academic, social and emotional development, and whether they have previously been educated out of their normal age group. They must also take account of the views of the headteacher concerned.

The school will also be required to clearly set out the reasons when informing a parent of their decision.

- allowing priority for children eligible for the pupil or service premium;
- allowing priority for nursery children eligible for the early years pupil premium, pupil or service premium;

## Reconstitution of Governing Bodies

As mentioned in previous Bulletins, schools that have not constituted under the School Governance (Constitution) (England) Regulations 2012 will have to do so by **1 September 2015**.

In order to facilitate this process, the Catholic Schools Service produced guidance for maintained schools in the Diocese on the reconstitution of governing bodies. This is available on the Schools Service website and should be read alongside the DfE's statutory guidance. This is available at : [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/311411/Constitution\\_of\\_Governing\\_Bodies\\_of\\_Maintained\\_Schools\\_Stat\\_Guidance.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/311411/Constitution_of_Governing_Bodies_of_Maintained_Schools_Stat_Guidance.pdf).

In summary, if schools have not already done so, governing bodies should ensure reconstitution is reviewed at a governing body meeting in the new future. Governing bodies will need to consider the size of the governing body, the skills of governors and the date from which the instrument will become effective (note: this can be from the 1<sup>st</sup> of any month up until 1 September 2015). A skills audit matrix is also available from the Schools Service website for governing bodies to use when reviewing their constitution. A summary spreadsheet is also available (see next item).

When the constitution is known, please contact Simon Parr ([simon.parr@dabnet.org](mailto:simon.parr@dabnet.org)). A draft instrument with that constitution can then be sent to the school. The chair of governors will need to sign the declaration on the reverse and return the draft instrument to the Schools Service. If all is in order, the draft instrument will then be approved by the Diocese and sent off to the Local Authority to make the finalised instrument.

It would be helpful if clerks could email Simon Parr, (either before Christmas or in the first week or so of next Term), the status of where the governors are in their discussions on reconstitution.

## Governor Skills Audit Summary Sheet

The Schools Service has also produced a Microsoft Excel summary sheet which can summarise the skills across the whole governing body. This is based on the Skills Audit matrix referred to in the item above. Please contact [schools@dabnet.org](mailto:schools@dabnet.org) if you wish to be emailed a copy of this interactive document.

## GCSE and A Level Reform: Religious Studies

The DfE published the consultation on the criteria for the new GCSE and A Level in Religious Studies on 7 November 2014. The documents can be downloaded at the following address: <https://www.gov.uk/government/consultations/gcse-and-a-level-reform-religious-studies>.

The criteria document for each examination is the product of much hard work by the CES, NBRIA, the RE Council and the theology departments of the Catholic HEIs in close negotiation with the DfE. As a consequence, the examinations are now in very good shape.

Both GCSE and A Level represent a huge step forward both in terms of theological rigour and in our ability to use the new examinations to deliver properly Catholic Religious Studies in our schools. The CES is working with NBRIA on a toolkit to assist dioceses and schools in responding to the consultation. The power and influence of the response to consultations is multiplied if we speak with one voice and therefore we would request that you wait until this toolkit is received before responding to the consultation.

As for the GCSE, the new criteria require all students to study two religions, with 25% of the GCSE being devoted to the second religion. Whilst this was a change that was initially resisted, the current criteria are the fruit of a compromise reached with the DfE which was the best that could be achieved in the circumstances.

In summary:

- The new GCSE and A level criteria were published on 7 November 2014; the DfE consultation closes on 29 December 2014 and the Ofqual consultation on 5 January 2015;
- Both criteria documents are welcomed by the CES which represent rigorous and properly delivered Catholic examinations in Religious Studies; they have asked all dioceses to do the same;
- The CES has prepared a toolkit to guide diocesan and school responses (see following item);
- The CES will be looking to put together a process to recruit practitioners to work with the exam boards in preparing specifications over the coming months.

## Religious Education Toolkits

Following on from the previous item, the Diocesan Secondary RE Adviser, Peter Ward, addresses the item below to Headteachers and Chairs of Governors of secondary schools in the Diocese. It should be noted that this information has also been sent separately to Heads of Religious Education (who have been expecting it following a discussion at the last Heads of Religious Education meeting earlier in the term). Peter has asked that he be copied in the responses from each secondary school.

Dear Colleague

On the Catholic Education Service (CES) website are a number guidance documents which we hope you will find helpful in considering and responding to the DfE and Ofqual consultations on criteria for GCSE and GCE A Level examinations for which students will begin to study in September 2016. They are the result of collaboration between NBRIA and the CES. The introductory powerpoint and the three documents (DfE A & AS Level Consultation toolkit, DfE GCSE consultation toolkit and Ofqual consultation toolkit) can be found at: <http://www.catholiceducation.org.uk/schools/religious-education/item/1002979-re-consultation-response-toolkit>.

Please set aside time to review the consultations with the aid of these three documents and the introductory powerpoint and respond before the end of term in order to meet the closing date of the consultations. It would be very helpful if responses were copied to [ann.Baldwin@dabnet.org](mailto:ann.Baldwin@dabnet.org) so that the Diocese was made aware of your views in order that they could contribute to the diocesan responses. We are particularly anxious to hear any comments you may wish to make on the content of the Annexes in general and the Catholic Christianity Annex in particular.

When responding, please highlight points with which you are particularly pleased or wish to support as well as points of concern because the evaluation of DfE and Ofqual consultations records both in their analysis of responses.

In the meantime, if there is any content in the consultation texts that is unclear, or questions or comments you wish to raise before completing the consultations, please email me at [peterward32@btinternet.com](mailto:peterward32@btinternet.com) and I will try to help, drawing on my considerable engagement with the process.

The specifications that you will be teaching from 2016 will be based on the criteria that is the content of these consultations so this is a very important opportunity to ensure that future GCSE and GCE AS and A Level Religious Studies specifications provide appropriate content and challenge for students in our schools for many years to come.

Best wishes

Peter Ward  
Secondary Education Consultant

## Complaints procedures – DfE Toolkit

Since 1 September 2003, the governing bodies (GBs) of all maintained schools and maintained nursery schools in England have been required, under Section 29 of the Education Act 2002, summarised in Annex A, to have in place a procedure to deal with all complaints relating to their school and to any community facilities or services that the school provides. This does not limit complainants to parents or carers of pupils registered at a school. A complainant could be a member of the wider community or representing an ex-pupil. The law also requires the procedure to be publicised.

A guidance document for parents on making complaints does not satisfy the legislative requirement for schools to have a procedure to deal with all complaints. A separate and distinct policy must be in place.

There are certain complaints which fall outside the remit of the GB's complaints procedure, for example, staff grievances or disciplinary procedures. It is recommended that the GB ensures that any third party providers offering community facilities or services through the school premises, or using school facilities, have their own complaints procedure in place.

The DfE's School Complaints Toolkit 2014 is available at:

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/346867/School\\_Complaints\\_Toolkit\\_2014.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/346867/School_Complaints_Toolkit_2014.pdf)

## Energy Efficiency

Applications are currently being accepted for maintained schools in England for Salix Funding - a DfE approved interest-free loans scheme for energy efficiency projects.

The schools programme has an extended compliance criteria of an 8 year payback and £200/tCO<sub>2</sub> lifetime for energy efficiency projects. The new compliance criteria enables many eligible schools to use Salix funding to install the best possible energy efficiency technologies in their estates.

Further details are available at: <http://salixfinance.co.uk/loans/schools-loans>.

## CES Memorandum on Appointment of Teachers in Catholic Schools

Earlier this term the Catholic Education Service (CES) published an amended Memorandum on Appointment of Teachers in Catholic Schools. This can be downloaded from: <http://www.cesew.org.uk/employment-documents/recruitment-process/item/1000049-memorandum-on-appointment-of-teachers-to-catholic-schools>

The Memorandum applies to all Catholic schools be they maintained, independent or non-maintained special schools.

## Appointment of Senior Leaders in the Diocese

While the CES Memorandum (see item above) gives brief advice on diocesan representation at senior leadership appointments in schools, it should be read in conjunction with the Diocesan Guidance for Governing Bodies and Headteachers on the appointment of Headteachers, Deputy Headteachers, Assistant Headteachers and Heads of Religious Education. Schools that are recruiting senior leaders should ensure that they refer to this document.

With the positions of Headteacher, Deputy Headteacher, Chaplain and Head of RE being 'reserved posts' i.e. for a Catholic, this means that the Diocese has advisory rights at the

appointment of these key positions. Schools therefore need to contact the Catholic Schools Service **before** any stage of the recruitment process for a senior leader has begun. As soon as you know you will be recruiting for a reserved post, please contact Gill Sajnog ([gill.sajnog@dabnet.org](mailto:gill.sajnog@dabnet.org)) in order to negotiate possible dates so that a diocesan officer can be present.

As Gill will be co-ordinating the appointments diary for the schools department, please ensure that from January 2015 all contact regarding possible dates for briefings, shortlisting and interviews is with Gill in the first instance. Thank you.

## MA Catholic School Leadership: Principles and Practice

If you are committed to Catholic education, whether you are an aspiring leader, carry a teaching and learning responsibility, have a senior leadership role, or are a headteacher or principal, this course will support your ongoing professional and career development.

The Catholic School Leadership MA offers both valuable career building academic qualifications and the opportunity to reflect upon practice to help you develop the skills needed within your current role. For more information, go to <http://www.smuc.ac.uk/postgraduate-courses-london/ma-catholic-school-leadership>.

## Future Leaders

Do you want to lead a challenging school and help students achieve their full potential, regardless of background? If yes, then you could be one of our next *Future Leaders*.

*Future Leaders* is a fully-funded flagship leadership development programme, for senior leaders who believe in our mission to eradicate educational disadvantage and have the commitment to become headteachers of challenging schools within two to five years.

Applicants should be qualified current or former teachers, who have worked in a school within the last five years, had line management or whole-school responsibilities, and evidence of having made a substantial positive impact.

Applicants should also have comprehensive understanding of the English curriculum. For more information on how to become a Future Leader please email: [recruitment@future-leaders.org.uk](mailto:recruitment@future-leaders.org.uk) or call 0800 009 4142. More information is also available at [www.future-leaders.org.uk](http://www.future-leaders.org.uk). Applications are now open.

## CES Application Forms

The CES application forms have been updated. The application forms can be downloaded from the CES website at: <http://www.catholiceducation.org.uk/employment-documents/application-forms/item/1000042-application-forms>.

## DfE Guidance on Teachers Pay and Conditions

This statutory guidance relates to maintained schools in England and Wales and is intended for:

- local authorities
- school leaders
- school teachers
- governing bodies and their representatives

There have been a number of changes to the document and statutory guidance since the 2013 version to reflect recommendations made in the 23<sup>rd</sup> and 24<sup>th</sup> reports of the School Teachers' Review Body (STRB), published in February 2014 and June 2014 respectively. This guidance replaces the 2013 school teachers' pay and conditions document (STPCD). The full document can be found at <https://www.gov.uk/government/publications/school-teachers-pay-and-conditions-2014>

### **Latest update from Sir Michael Wilshaw on 'no-notice' Ofsted inspections**

Headteachers and governors should ensure they are aware of the latest position from Her Majesty's Chief Inspector. Sir Michael Wilshaw sent an advice note to the Secretary of State for Education on 25 November on his latest stance on no-notice inspections. This is available at: <http://www.ofsted.gov.uk/sites/default/files/documents/inspection--forms-and-guides/n/No-notice%20inspections%20advice%20note.pdf>

### **Ofsted Consultation on radical changes to inspection**

Ofsted's Chief Inspector has set out proposals for some of the most far-reaching reforms to education inspection in the last quarter of a century.

Launching an eight-week consultation, Sir Michael Wilshaw said the reforms would bring about a radically different inspection regime designed to maintain and accelerate improved educational standards in England.

The consultation runs until the 5 December and will be available on the website at [www.ofsted.gov.uk](http://www.ofsted.gov.uk) with the reforms taking effect from 1 September 2015.

The proposal for shorter inspections for good schools would see inspections carried out by no more than two inspectors on site for one day, and would focus on whether the quality of the provision is being sustained. They are likely to take place every three years. Where no concerns arise about the performance of the school, or its leadership and management, then parents will receive a letter that sets out the main inspection findings. No changes are proposed to the inspection frequency of those providers classified as inadequate or requiring improvement. The way by which outstanding schools are inspected will not change.

Alongside the proposed changes to the way Ofsted inspects, from 1 September 2015 the inspection of schools and further education and skills will no longer be outsourced. Instead, inspectors will be contracted directly to Ofsted, with Her Majesty's Inspectors leading the great majority of inspections. Ofsted will consider the future of the early years inspection contracts when these end in 2016.

The consultation also proposes that from 1 September 2015, all non-association independent schools will receive an inspection under the proposed common inspection framework within three years.

### **Ofsted inspections – clarification for schools**

Ofsted has produced a document to confirm facts about the requirements of Ofsted and to dispel myths that can result in unnecessary workloads in schools. It should be read alongside the 'School inspection handbook' (available at: [www.ofsted.gov.uk/resources/school-inspection-handbook](http://www.ofsted.gov.uk/resources/school-inspection-handbook) ).

The document is intended to highlight specific practices that are not required by Ofsted. It is up to schools themselves to determine their practices and for leadership teams to justify these on their own merits rather than by reference to the inspection handbook. The document can be found at: <http://www.ofsted.gov.uk/sites/default/files/documents/inspection--forms-and-guides/o/Ofsted%20inspections%20-%20clarification%20for%20schools.pdf>

## School Governor One Stop Shop Campaign

School Governor One Stop Shop (SGOSS) is an independent charity that recruits volunteers from all walks of life but particularly from the business and professional sectors who want to become governors in schools.

In early November SGOSS launched a new drive to increase the level of business experience on school governing bodies. Reflecting changes in government policy which increase the pressure on schools to have an effective governing body, 67% of schools registered with SGOSS in 2014 are looking to recruit new governors with business-related skills, a figure which is increasing year-on-year. Requests for governors with skills such as HR, marketing, and premises management are all increasing. Governing bodies provide vital support to schools and colleges and across the country oversee an annual expenditure in excess of £46billion. Raising the level of business experience on school boards is increasingly seen as a route to help drive up school standards as evidenced in the work of the Inspiring Governors Alliance. New Ofsted inspection guidelines mean the effectiveness of a governing body is under increased scrutiny and the Department for Education has openly expressed its view that school governors 'should be more business-like'.

Schools can approach SGOSS but the requirement that foundation governors must be practising Catholics and the fact that it is the Bishop who appoints foundation governors still apply. SGOSS is aware of these criteria.

## Governors' Handbook

The DfE published an updated Governors' Handbook in September 2014. This is the version to which governors and clerks should refer; the previous version (May 2014) should now be deleted. Amendments to the previous version are detailed in Appendix A of the Handbook (available to download at: <https://www.gov.uk/government/publications/governors-handbook--3>).

## Shared Parental Leave

New regulations are due to come into force on 1 December 2014 which will implement a coalition agreement to shared parental leave. Those eligible for this new entitlement will be entitled to a maximum 52 weeks leave and 39 weeks in the first year of their child's life, or in the first year after their child's placement for adoption. More details are available at: <https://www.gov.uk/shared-parental-leave-and-pay/overview>.

## Charging for school activities

The DfE advice, updated towards the end of October, is designed to help schools set out their policies on charging and remission for school activities and visits. It can be downloaded at: <https://www.gov.uk/government/publications/charging-for-school-activities>.

## Global Learning Programme

- Do you want to enable your pupils to be active global citizens?
- Would you like to build on your schools' current international links?
- Are you looking to strengthen learning outcomes in your fundraising activities?

The Global Learning Programme (GLP) is creating a national network of like-minded schools, committed to equipping their students to make a positive contribution to a globalised world by helping their teachers to deliver effective teaching and learning about development and global issues at Key Stages 2 and 3.

Teachers involved in the GLP will work with colleagues in local schools to drive forward global learning across the curriculum, share best practice and engage in funded CPD opportunities. Funding is also available for schools with in depth experience of Global Learning to enable them to coordinate a network of teachers in order to share their learning and expertise.

Find out more on [www.glp-e.org.uk](http://www.glp-e.org.uk) or contact Marie Ryan ([marie.ryan@dabnet.org](mailto:marie.ryan@dabnet.org)) to discuss the opportunity in more detail.

## Vacancies

HEADTEACHER VACANCIES	
Post	School
	<b>Primary</b>
Headteacher	St Francis of Assisi Catholic Primary School, Crawley
Headteacher	St Anne's Catholic Primary School, Chertsey
Headteacher	Annecy Catholic Primary School, Seaford

## Appointments

HEADTEACHER APPOINTMENTS		
Name/Post	School	Effective from
	<b>Primary</b>	
Joanna Sanchez	St Philip's Catholic Primary School, Uckfield	January 2014
Veronique Vanderschelden	St Mary Magdalene Catholic Primary School, Bexhill	With immediate effect

DEPUTY HEADTEACHER APPOINTMENTS		
Name/Post	School	Effective from
	<b>Primary</b>	
Fernanda Maria Fawcett	St Francis Catholic Primary School, Caterham	October 2014

INTERIM HEADTEACHER APPOINTMENTS		
Name/Post	School	Effective from
	<b>Primary</b>	
Jonathan Reynard (Consultant/Executive Headteacher)	Annecy Catholic Primary School, Seaford	September 2014 (1 year)
Yvonne Mundy (Acting Headteacher)	St Francis of Assisi Catholic Primary School, Crawley	September 2013
Leanne Simpson (Acting Headteacher)	St Anne's Catholic Primary School, Chertsey	September 2014

## Retirements

Mary Moreton retired at half term from St Cuthbert's Catholic Primary School in Englefield Green after 28 years' service. On behalf of all the children, staff, governors, parents and the rest of the Catholic community we say a heartfelt 'Thank You'.

If anyone from your school is retiring or leaving the school at Christmas and you want to celebrate the contribution they have made to the school, please let Ann Baldwin ([ann.baldwin@dabnet.org](mailto:ann.baldwin@dabnet.org)) or Kirsty Howell ([kirsty.howell@dabnet.org](mailto:kirsty.howell@dabnet.org)) know so it can be acknowledged in a pre-Christmas communication.