



## The news and information bulletin from the A & B Diocesan Education Service



July 2015



### Director's Letter

Dear Colleagues,

*Before waving goodbye to another academic year, I hope you will take the opportunity to look back and reflect on the many successes you, your students and staff have achieved in 2014-2015. Over the last year, members of the Education Service have had the privilege of attending school Masses, Nativity plays, the opening of buildings, prize-giving ceremonies, French exchange visits, end of year shows etc, etc. There has been so much to celebrate amongst our diocesan schools! Special congratulations to those children moving on from primary to secondary schools, and to those young people who will be leaving our schools to take up new opportunities either in the world of work or higher education. We all hope the firm foundations laid down in our Catholic schools will be a source of strength and comfort throughout life.*

*One of the many special features of the diocesan schools is your unfailing generosity. Fifty-eight schools gathered at Worth Abbey on 17 June 2015 for the annual Good Shepherd celebration. We were all delighted to have Bishop Richard lead us. It was a joyful occasion with an international theme and greatly enjoyed by all those who attended. Children from St Polycarp's presented a cheque for £7356 to Sheila Isaacs, Missio Education Manager, reflecting the significant amount collected this year by Arundel & Brighton schools. Thank you for your unstinting support once again of our Diocesan nominated charity, Missio.*

*As an Education Service we are currently reflecting on the forthcoming Year of Mercy and I will be in touch with schools about this in the new academic year. Our CPD Booklet for 2015-16 is currently at the printers so, this week, in advance of the booklet, we are sending a list of diary dates to schools. One of the key early dates will be Wednesday 30 September when Headteachers are invited to spend a day at Worth Abbey on a Retreat led by the Bishop. Bishop Richard spoke to Headteachers on Monday evening about the importance of silent prayer and reflection in order to discern God's voice. A Retreat day together would be a wonderful way to celebrate this and I hope we will see as many Headteachers as possible at Worth on 30<sup>th</sup> September.*

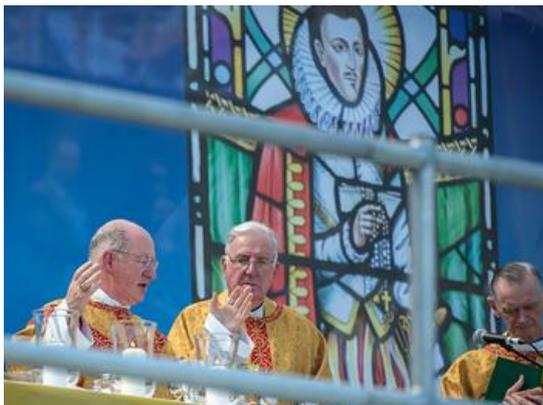
*Last and most certainly not least, we have some long serving heads retiring or moving on at the end of term. These include Kevin Gawley and Mary Pennington (Executive Head and Head of School respectively at St Thomas of Canterbury, Guildford), Steve Phillips (St Joseph's, Guildford), Katharine Amaladoss (St Mary's, Bognor) and Joanna Brown (St John's Horsham). Each of them leaves a great legacy; they have been wonderful witnesses to leadership in Catholic schools. To all who are retiring or moving on from our schools, thank you for your enormous contribution.*

*Thank you to every single member of the school communities for everything you are doing for Catholic Education in Arundel and Brighton. May each and every one of you enjoy a very well earned Summer break!*

With best wishes

Marie Ryan

## Diocesan Golden Jubilee - Sunday 5 July 2015



The Diocesan Festival 50 took place at the Amex Stadium in Brighton on 5 July. It was a great success with 11,000 people from across Surrey and Sussex celebrating the Golden Jubilee of the Diocese.

There was much to do with talks from Cardinal Cormac, former Archbishop of Canterbury Rowan Williams and many others, a plethora of stalls to visit and a range of children activities. A particular highlight was over 800 pupils performing in thirty different choirs.

We would like to thank again all schools for their wonderful support. The pinnacle of the day was the Mass, a truly wonderful celebration led by Bishop Richard in the afternoon sunshine. It was indeed a day to remember!

### Photographs of Bishop Richard

Every School in the Diocese will be sent an official photograph of Bishop Richard for display.

The Education Service will send these out at the end of the Summer break so that the photographs will be in school for the beginning of the Autumn term.

### Continuing Professional Development (CPD) Course Booklet

The Diocesan CPD Course Booklet for the academic year 2015-2016 will be sent to schools very shortly.

An overview of Diary Dates for courses will be e-mailed to schools in advance of the Course Booklet so that Headteachers, staff and governors have key dates to assist in their planning for the new academic year. All course details will also be uploaded to the Education Service website.

### Capitation

#### **An important note from Mgr John Hull:**

Governors in Aided Catholic schools need a Fund with which to finance 10% contributions for building projects and related items of expenditure.

The Fund may be created by the following methods:-

- ❖ A scheme of voluntary contributions from parents explaining why Catholic schools require this funding. Contributions may be enhanced by Gift Aid.

- ❖ Hiring of school premises after caretaker costs etc have been met.
- ❖ Direct appeals to parents and other supportive parties.
- ❖ Approaches to Parish Finance Committees for donations or loans for particular projects.

**Please note that this replaces the diocesan capitation policy of 2002.**

## Buildings Matters

Hopefully, all those schools who were successful in their bids for LCVAP funding are now well under way with their projects. However, it appears that some schools have not yet put in their “Request for Approval” to the EFA. Forms can be found at <https://www.gov.uk/voluntary-aided-schools-capital-funding> if schools are doing this themselves, rather than their architect.

Now is a good time to be thinking about capital projects for next year. If schools think that they have a project which will be suitable for an LCVAP bid, they might find a training course on LCVAP useful – one is being planned for early October, in the evening, at DABCEC. This will cover topics including:

- What makes a suitable project for a bid?
- How do we bid?
- How do we maximise our chances of the bid being successful?
- What are the pitfalls?
- How can we raise the governors’ 10%?

... and much more – look out for the 2015–16 CPD Course Booklet (see item above).

## Construction Health & Safety – the rules have changed

On 6 April this year, the Construction (Design and Management) Regulations 2015 (CDM 2015) came in to force. This set of regulations replaces CDM 2007; in broad terms, more construction activity is covered, but less is notifiable to the HSE.

Schools are “commercial clients” for the purposes of the regulations; this means that for every building project, the school must:

- make suitable arrangements for managing their project, enabling those carrying it out to manage health and safety risks in a proportionate way
- maintain and review the management arrangements for the duration of the project
- provide pre-construction information to every designer and contractor either bidding for the work or already appointed to the project
- ensure that the principal contractor or contractor (for single contractor projects) prepares a construction phase plan before that phase begins
- ensure that the principal designer prepares a health and safety file for the project and that it is revised as necessary and made available to anyone who needs it for subsequent work at the site

For notifiable projects (where planned construction work will last longer than 30 working days and involves more than 20 workers at any one time; or where the work exceeds 500 individual worker days), commercial clients must:

- notify HSE in writing with details of the project (this is done on-line)
- ensure a copy of the notification is displayed in the construction site office

The full text of the regulations is at <http://www.hse.gov.uk/pubns/priced/l153.pdf> for our favourite price – FREE - or the CITB has a useful set of resources (including a 2 minute video) at <http://www.citb.co.uk/health-safety-and-other-topics/health-safety/construction-design-and-management-regulations/>

## Requirement for schools to publish governor identities and register of interests

The DfE wish to increase the transparency on those that govern schools. Statutory guidance (i.e. that issued by law and which must be followed unless there is a good reason not to) setting out the arrangements for the constitution of governing bodies was published in March 2015.

Whilst the Regulations required all maintained schools to be reconstituted by 1 September 2015, it should be noted that the statutory guidance also included requirements on schools to publish on their websites the identities of governors.

The information that they should publish should, as a minimum, include for each governor:

- their name
- their category of governor
- which body appoints them
- their term of office
- the names of any committees the governor serves on; and
- details of any positions of responsibility such as chair or vice-chair of the governing body or a committee of the governing body

Governing bodies should also publish this information for associate members, making clear whether they have voting rights on any of the committees they serve on.

**Additionally, from 1 September 2015, governing bodies will be under a duty to publish on their website their register of interests.** The register should set out the relevant business interests of governors and details of any other educational establishments they govern. The register should also set out any relationships between governors and members of the school staff including spouses, partners and relatives.

Governing bodies should make it clear in their code of conduct that this information will be published on their governors and, where applicable, their associate members. Any governor failing to reveal information to enable the governing body to fulfil their responsibilities may be in breach of the code of conduct and as a result bring the governing body into disrepute. In such cases the governing body should consider suspending the governor.

## Admissions – Important new statutory dates for 2017 admission arrangements

We would like to remind schools that the dates and the timescales that will apply to consultation and determination of admission arrangements from 2017 are different to those that have applied in the past. The changes are as follows:

- Change to the length of time that admission authorities need to consult on admission arrangements from **eight to six weeks**
- Change to the dates between which schools must consult from '1 November to 1 March' to '**1 October to 31 January**'
- Change to the deadline for schools to determine their admission arrangements from 15 April to **28 February**
- Change to the deadline for schools to send a copy of their determined arrangements to the local authority and to the Diocese from 1 May to **15 March**
- Change to the date by which objections can be made to the Schools Adjudicator from 30 June to **15 May**

Schools should take note of these amended dates that will apply to consultation and determination of admission arrangements from 2017 and to ensure that policy review dates and schedules for governing body agendas are updated as appropriate for Autumn 2015 and Spring 2016.

## Admissions – Developments

Schools need to be aware that there is an increasingly secular lobby against faith schools. As part of this there have been an increased number of objections to the admission arrangements of church schools across the country. In Arundel and Brighton four schools this year have had their admission arrangements objected to through the Office of the Schools Adjudicator. To counter this trend, the Catholic Education Service (CES) has set up a working party to a) develop and recommend a method for determining practice for the purposes of school admissions and b) develop national guidance. These have been drafted and are shortly to go before the Bishops' Conference of England and Wales.

With the latest Admissions Code (published in December 2014) bringing forward the applicable dates that schools have to work to (see item above), it is not known at the time of writing whether the CES developments will be complete in time for schools to review, consult and determine their 2017 admission arrangements. When further information is available, we will update schools as soon as possible.

So that these and other admission issues can be discussed at a local level, Simon Parr will be conducting Admissions Seminars in five different locations around the Diocese early in the new term (so as to fit in with the new timetable). We would encourage schools to attend and to please book in the usual way. The dates/venues are:

10 September 2015 (Thurs)	St Wilfrid's Catholic Primary School, Burgess Hill
16 September 2015 (Wed)	St Peter's Catholic School, Guildford
17 September 2015 (Thurs)	St Anne's Catholic Primary School, Chertsey
22 September 2015 (Tue)	St Wilfrid's Catholic Primary School, Angmering
23 September 2015 (Wed)	St Mary Star of the Sea Catholic Primary School, St Leonards

## Admissions – Reminder to post admission arrangements on the school website

Schools need to ensure that they display on their website, the admission arrangements for the appropriate years for which they have been determined. So for example in September 2015, this would mean displaying the 'current' year's admission arrangements i.e. 2015-16 and also the latest determined admission arrangements i.e. for 2016-17. During the academic year 2015-16, the school then has to determine admission arrangements for 2017-18 (see the item above). The school will need to display on its website the 2017-18 draft arrangements (if consulting) and also the finalised arrangements once determined i.e by the new deadline of 15 March 2016.

## Admissions: requests seeking a place outside the normal age group

One of the new elements in the current Admissions Code (published on 19 December 2014) concerned the admission of children outside their normal age group. For schools that have not done so, the DfE now requires all schools to make clear in their admission arrangements the process for requesting admission out of the normal age group.

In a previous Bulletin, the Education Service suggested some wording that schools could use in their admission arrangements. Since then the DfE have further clarified who can legally request decelerated entry. We have therefore added an appropriate paragraph to the suggested wording and reproduced it below:

Please note that the fourth paragraph (in brackets '[ ]' below) is for primary schools only and would therefore need to be omitted for secondary schools.

### **Admission of children outside their normal age group**

Please note that it is the view of the Government, the Diocese, the LA and the Governing Body of this school that a child is educated alongside his/her age equivalent peers, in almost all cases.

The DfE have clarified that only summer born children can legally request decelerated entry to reception until the Autumn term after they turn five. Autumn and Spring born children must legally be in full time education at the beginning of the term after they turn five years old i.e. spring and summer terms respectively. As such these children cannot be considered for decelerated entry to reception, although other provisions for them to start part time or to defer entry until later in the same school year (but not beyond the beginning of the term after their fifth birthday) remain.

Should a parent/carer request to have a decelerated entry to school i.e. to start later than other children in their chronological age group, they must initially apply for a school place in accordance with the deadlines that apply for their child's chronological age.

[As an example, a request to the school for a summer born child (ie between 1 April to 31 August), to be admitted to the reception class in the September following their fifth birthday, must be made prior or during the application process for the child's normal year group. An application also needs to be made to the LA for a school place in the correct year group. This will ensure that parents/carers are not disadvantaged for a preference school place in the event the request is refused].

If the request is accepted, the application for the normal year group may be withdrawn before a place is offered. The parent/carer will be required to apply in the usual way the following year, along with the cohort of applicants for that year group. It should be noted that the application will not receive priority over or above any other applicant for this year group and the application will be considered in line with the published admission criteria applicable for that year of entry alongside all other applicants to the school.

In relation to the request, decisions are made on the basis of the circumstances of each case and in the best interest of the child. The governing body will expect the parent/carer to supply them with appropriate information and evidence. What the governing body will take into account will include:

- Views of parent/carer
- Information relating to the child's academic/social/emotional development, where relevant
- Medical history and the views of a medical professional
- Any previous history of being educated outside of their normal age group
- If the child may naturally have fallen into a lower age group if it were not for being born prematurely
- Views of the headteacher of the school.

Please note that parents/carers do not have the right to insist that their child is admitted to a particular age group. It is the governing body who, having considered the circumstances of each individual case, will make a decision. The governing body will set out clearly for the parents/carers concerned the reasons for their decision in each case.

If the parent/carer is unhappy with a decision about which year group their child will be admitted to, the following applies. Parents/carers who are refused a place at a school for which they have applied have the right of appeal to an independent admission appeal panel. However, there is not a right of appeal if the child has been offered a place and it is not in the year group the parent/carer would like. In such cases, the parent/carer could make a complaint through the school's complaint procedure.

If a parent/carer requests to have an accelerated entry to school i.e. to start earlier than other children in their chronological age group, they must initially apply for a school place at the same time that other families are applying for that cohort. If the governing body agrees for the child to have an accelerated entry, the application will be processed. If it is not agreed for the child to have an accelerated entry, they will be invited to apply again in the following year for the correct cohort.

## Admissions: Deferred entry

The Education Service also suggested in a previous Bulletin, amended wording on Deferred Entry for primary schools to use in their admission arrangements following the publication of the

December 2014 Code. The wording is reproduced below:

**Re: Deferred entry:**

Admission authorities are required to provide for the admission of all children in the September following their fourth birthday. The parent/carer has the following options where the governing body has offered such a child a place at the school. The parent/carer can decide either:

- a) That the child starts school full-time in the September following their fourth birthday with their natural academic cohort; or
- b) To defer the date their child is admitted to the school until later in the school year but not beyond the point at which they reach compulsory school age and not beyond the beginning of the final term of the school year for which it was made; or
- c) That the child starts school on a part-time basis until later in the school year but not beyond the point at which they reach compulsory school age.

If you have any questions, please contact Simon Parr ([simon.parr@dabnet.org](mailto:simon.parr@dabnet.org))

## Ofsted

Assessment of the leadership and management of a school, including the contribution of governors, is an important part of school inspections, and that will remain so for the new inspection arrangements that are planned for September. The new arrangements will include short inspections for good schools, which are primarily focused on how leaders and managers are maintain good standards and provision. The new model is designed to promote constructive professional dialogue between HMI, the headteacher, senior leaders and governors,

## Education and Personal Relationships (EPR)/Relationship and Sex Education (RSE)

The National Board of Inspectors and Advisers (NBRIA) have been working for over a year on reviewing policies and guidelines for RSE to support the teaching of EPR.

The Catholic Education Service, (CES), has commissioned a working party (Baroness Hollins /Bishop Sherrington Working Party) to look specifically at RSE (Relationship and Sex education) teaching in Catholic schools. The aim was that the working party would be in a position to issue much needed clarity and supporting guidance by December 2014.

Earlier this year, representatives from the CES were invited to a Parliamentary Select Committee debate on the teaching of Sex Education in schools. As a result, the Catholic Education Service has made a statement to confirm that:

- Guidance for the teaching of RSE is still under review
- There is no indication as to when guidance documents will be completed (possibly mid-way through next year)
- New guidance will include clearer direction on Catholic teaching, a new policy document and a new Quality Mark (similar to the Healthy Schools Award) for the teaching of RSE

At a local diocesan level, a considerable amount of work has been undertaken with schools in the diocese to produce an EPR Curriculum Framework that is comprehensively linked to the Primary Religious Education programme 'Come and See' and revised national PSHE guidance. Although complete, it would be prudent to take the stance that this work should remain 'on hold' until further guidance is received from the CES.

Current Model Policies and Guidance to support the teaching of RSE can be found on the Education Service Website.

As has been the case, the only resources for primary schools endorsed by the diocese are:

- 'A Journey in Love' - Sister Jude Groden RSM.
- 'All that I am' - Archdiocese of Birmingham

## Religious Studies Examinations Reform

The new GCE A Level marks a significant change to the teaching of A Level Religious Studies from September 2016. The new GCSE Religious Studies marks an even bigger change with implications for the KS3 Religious Education curriculum.

The most obvious change to GCSE Religious Studies is the need to teach a second religion. However, the potential structure of the specifications also raises issues, not least the choice between devoting 25% to specifically Catholic elements and 50% to specific themes also from a specifically Catholic perspective, or 50% on a specific Catholic approach and 25% on the themes. Moreover the themes may be studied either through text [scripture] or from a 'philosophical' perspective – an example could be the Catholic Christian approach to the theory of the 'just war'. Further, at this time exam boards have yet to publish their specifications so the actual choice of what will be available to schools is unknown.

GCE A Level is simpler in that the only significant difference is the requirement to choose three from the following four areas, each of which would constitute 33% of the exam marks: [1] study of a religion [2] religious ethics [3] philosophy of religion [4] study of religious texts. However this itself is a significant change with considerable implications.

Although the exam boards will not be publishing their draft specifications until 4 or 5 August when they are submitted to Ofqual, sufficient information is becoming available to allow the Heads of Religious Education (who met on 9 July) to begin to consider what is likely to be available and the factors to consider when selecting the specification.

Exam boards expect Ofqual to give specification approval in late October or early November 2015. Only then will it be possible to select the GCSE and GCE specifications for teaching from September 2016. No specification is likely to offer exactly what any school might wish to teach so the final decision will require careful consideration, mindful of any statements that might possibly be issued by the Church.

The Education Service is working closely with the CES and NBRIA to ensure that schools have the most reliable and comprehensive information.

## NCTL Governor Programmes

The National College for Teaching and Leadership's (NCTL) professional development programme continues into 2015-16. There are three main programmes:

- The Chairs of Governors Leadership Development programme is for aspiring chairs of governors, new chairs and existing chairs who would like to develop their skills.
- The Clerks training programme is the first national offer to support new or experienced clerks in their important role.
- Three policy workshops continue to be delivered on strategic areas to support governor responsibilities. Each lasts for 3 hours with a break. They are:
  - 1) Understanding and using performance-related pay
  - 2) Understanding and using RAISEonline to improve school outcomes
  - 3) Improving financial efficiencies in school

Further details are available at <https://www.gov.uk/school-governors-professional-development>

## Note for Clerks to Governors - 1

Attention all Clerks! Please note that we will hold two Clerks' Forums in the next academic year. One of these will take place in the Autumn term 2015 and one in the Summer term 2016.

Dates for these will be in new CPD handbook which will be sent to schools before the end of term (and will be posted on the website). We would want to encourage as many clerks as possible to attend these forums as it is an excellent opportunity for introducing new ideas and exchanging information.

Please remember that should a Foundation Governor wish to serve a second term of office they must complete a new application form. A priest reference will also be required.

Finally, a new Foundation Governor Application Form has been developed. This has Bishop Richard's crest on the front (see below). Please note that any application forms without the new crest in the top left hand corner will not be accepted.



## Bishop's Crest

We note that Bishop Kieran's crest is still showing on various school documents and websites. Please ensure you use that Bishop Richard's crest (see above) is now used. Thank you.

## Note for Clerks to Governors - 2

Foundation Governors are appointed by the Bishop and as such the Diocese must be informed of any resignations of Foundation Governors in writing, i.e. by letter or at the very least by e-mail. Please send these to [gill.sajnog@dabnet.org](mailto:gill.sajnog@dabnet.org).

One of the important tasks for the Clerk to Governors is to keep the Diocesan Education Service up to date with resignations and the appointment of non-foundation governors e.g. parent or staff governors. The Diocesan Education Service database can only be kept up-to-date with your help and if we are informed of all changes to the membership of the governing body.

Clerks will have noted the earlier item above on the requirement to publish governor details on the school's website and a register of interests. The requirement and the need to keep it updated should help remind clerks to inform the Diocese of changes at the same time.

## Recruitment of Senior Leaders

As you will already know, the recruitment of senior leaders for Catholic schools is a challenge facing every diocese. The Education Service met recently with Nicola Jordan from Emmaus Leadership, a recruitment agency which specialises in recruiting Headteachers for Church Schools.

Southwark Diocese's Deputy Director, Stephen Bryan said the following about Emmaus : "It has been refreshing to work with a recruitment company that has a good understanding of the Catholic sector, the workings of a Diocese and the requirements of Foundation Governors in appointing senior leaders to our schools."

If the Governing Body is looking to recruit a Headteacher, Governors may find it useful to contact Liam Dowds, Managing Director at Emmaus Leadership. Liam can be contacted on 01737 652043. You can read more about Emmaus Leadership on [www.emmausleadership.me](http://www.emmausleadership.me)

If the school is a member of Churchmarketplace, you may also be interested to know that Emmaus Leadership recently joined Churchmarketplace. You can find information regarding

discounts on a range of recruitment packages on [www.churchmarketplace.org.uk](http://www.churchmarketplace.org.uk) (see item below).

## Recruitment of classroom teachers - UTeach

We are aware that a growing number of schools are experiencing difficulty in recruiting classroom teachers? With offices in Toronto and Dublin, Uteach has a pool of committed and talented Canadian and Irish teachers who are seeking teaching jobs in the United Kingdom. The company focuses heavily on preparing, training and supporting teachers through their placement ensuring that they understand the demands of teaching in the UK. Their education team begins preparing teachers with online modules and specific information on the school from the moment they accept a placement.

Uteach runs and funds an intensive training course at Roehampton University during the last week of August which helps Canadian and Irish teachers to plan and prepare for their first term at school in England. Uteach promises that these teachers will be supported right through their first year teaching in the UK by organising and paying for travel; helping them find suitable accommodation; helping them with National Insurance numbers, banking and other practicalities. Some of our diocesan schools are already working with UTeach.

If you would like to find out what it's like 'on the ground' contact James Kibble at Salesian School. Bill Goldie is the Director of UTeach Ltd and can be reached on 01236 442380 or at [bill@uteachrecruitment.com](mailto:bill@uteachrecruitment.com)

## Safeguarding Statutory Guidance

Governing Bodies and Headteachers will be aware of the new Safeguarding statutory guidance, published in March - but you may not have noted that Part I of the guidance is essential reading for ALL staff in schools. Schools may wish to consider keeping a record that all staff sign to confirm they have read the Safeguarding statutory guidance and a note to that effect is put in their personnel file. Failure to demonstrate evidence that such matters have been properly dealt with is likely to affect schools' future OFSTED gradings.

While this may seem at face value to be 'a management issue', Governors are no doubt aware that responsibility for making sure all this happens lies with the whole governing body. The Guidance is addressed to them and the Governing Body must oversee the school's compliance.

The link to the complete Safeguarding statutory guidance document (which includes Part I) is [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/418686/Keeping\\_children\\_safe\\_in\\_education.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/418686/Keeping_children_safe_in_education.pdf)

Part one can be found on the following link:

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/418687/Keeping\\_children\\_safe\\_in\\_education\\_part\\_1\\_only.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/418687/Keeping_children_safe_in_education_part_1_only.pdf)

## Grandparents Week

Katherine Bergin, Diocesan Adviser, Marriage & Family Life, writes:

There have been several enquiries about the date for Grandparents Week which is exciting news.

Those who have experienced this before will know what riches and pleasure this brings to the school community each year. Whether you choose to invite grandparents in for a day to share in a service or assembly, or whether you devote the whole week to a variety of different opportunities, each has remarkable benefits.

Grandparents play more and more of a vital role in sharing the faith with children and it is a wonderful opportunity for them to feel valued and to share their wisdom. Many communities invite honorary grandparents in; those elderly in the parish who perhaps don't have grandchildren nearby, or at all, which supports those children whose grandparents live too far away to participate or who may have died.

The dates for this year are 27 September to 4 October 2015. May I put in a plea for feedback? We produce a publication for grandparents across the diocese who always love to hear about the variety of things going on. Any summary reports, photos, prayers from children that you are happy for me to reproduce would be gladly welcomed. My email address is [katherine.bergin@dabnet.org](mailto:katherine.bergin@dabnet.org).

With many thanks,  
Katherine

### Communication from the Diocesan Pilgrimage Office to schools

The Diocesan Pilgrimage Office will be arranging a “**£s for Pilgrims**” event, in cooperation with all of the Catholic Schools in our Diocese, and this is planned for the Autumn half term. We would really welcome all your help.

The idea is that each one of the students in our primary, secondary and independent schools, will be encouraged to do a small chore for their parents during half term, and in so doing earn £1, which is donated to help the sick, frail, disabled, elderly and their carers, some of whom receive financial help with the cost of their trip to Lourdes each year, if they need it.

Last year, the Pilgrimage office spent £47,000 helping people, and so it would be wonderful if all of the students in our Catholic schools could help to fund some of this expense, with their service.

I will write to all of you at the beginning of the Autumn term, with more details, but for now, please rest assured that the process will be made as simple as possible for you and your team. The Pilgrimage office will provide posters for the school, badges for the children taking part, and flyers for the parents explaining the event. Money will be collected via a simple text message, so the only thing we would ask, is that one of your team give the idea a plug at your assemblies in the early part of the term.

We will also inform you in the September note, how we will feed back to your school about the success of the fundraising, so that your students can be thanked for their dedicated service.

Many thanks in advance for helping with this initiative. If we get all your support, we will raise an impressive sum that will help many of the most vulnerable parishioners in our Diocese.

With every blessing for you and your families as you rest this summer holidays.

Rev Mike Thoms  
Arundel & Brighton Lourdes Pilgrimage Director

### Vocation

Fr Terry Martin, diocesan Vocation Director, is working away at producing some new resources and awareness-raising ideas in order to keep the broad concept of vocation at the forefront of all that we do in schools. Fundamentally, a culture of vocation underpins everything we are as Catholic Christians.

As well as having a good look at the Come & See materials and seeking to augment them, he is very keen to speak to staff at all levels and to help schools, across the board, implement good

practice around vocation. Although excellent work is already going on throughout the diocese, there is a need to develop and strengthen what we are doing; Fr Terry is immensely happy to help with that and brings enthusiasm, commitment and vision to the task!

Please watch this space for further updates as we seek to assist Fr Terry in his particular important apostolate. In the meantime, do feel free to invite him into school to have a session with your students or to meet with staff. He can be contacted on [vocations@dabnet.org](mailto:vocations@dabnet.org).

## Advent workshops and performances for schools

Springs specialises in RE through dance / theatre and enables young people to learn about and learn from the Christian faith.

For Advent 2015 Springs is now inviting bookings for workshops and performances based on the Christmas story. During the workshops young people will explore the original Christmas story through dance, drama and discussion, and will be encouraged to think about the journey we make each year in preparation for Christmas Day.



These workshops are most often delivered over three sessions and culminate in a performance by the pupils. This performance can be shown as a curtain raiser prior to the professional performance of 'Journey of the Magi', a joyful, poignant and entertaining show, often seen as a great alternative to panto!

This inspiring work for all ages is cross-curricular, covering: Literature, Dance/ Drama and RE/Citizenship/PSHE. Workshops develop imagination and stimulate discussion, impacting on pupils' physical, emotional and spiritual wellbeing.

The company also offers tailor-made workshops and projects – popular themes include: The Green Project, Easter, Creation, and Narnia.

To book for 2015 or for a friendly chat about what Springs do, call Eliza on 07775 628 442 or email: [info@springsdancecompany.org.uk](mailto:info@springsdancecompany.org.uk). The website is [www.springsdancecompany.org.uk](http://www.springsdancecompany.org.uk)

## Churchmarketplace

Churchmarketplace has developed a series of packages to assist Catholic schools in procurement, and each school should have received an information pack by now, following Churchmarketplace's presence at last term's Academies Assembly at the AMEX.

Harnessing the buying power of all Catholic establishments and taking suppliers through a rigorous selection process, Churchmarketplace saves schools money and, importantly, time. Simply register with Churchmarketplace for free at [www.churchmarketplace.org.uk](http://www.churchmarketplace.org.uk), browse their product and service lines, obtain quotes, and make your choice.

Full details of packages available on the Churchmarketplace website or by calling the Southern Coordinator, Joanne Hill on 020 7931 6092.

## Diocesan Education Service Website

The Diocesan Education Service's new website ([www.abeducationservice.org.uk](http://www.abeducationservice.org.uk)) has been online since the beginning of January. We hope that you frequently visit the site and feel that the site has the content and functionality you need. We would welcome any comments/feedback you might have. Please address these to [kirsty.howell@dabnet.org](mailto:kirsty.howell@dabnet.org) in the first instance.

As mentioned previously, the facility is available on the website for schools to post any vacancies the school might have open. Many schools are already using this facility which can be accessed through the 'Recruitment' section of the Education Service website.

The website also looks to celebrate Catholic Education. We would therefore welcome schools submitting good news stories/photos which will be incorporated into the 'News' area of the website. To submit a story (and photo), please go to the 'Publications' section of the website.

We look forward to hearing from you!

## Vacancies

HEADTEACHER VACANCIES	
Post	School
	<b>Primary</b>
Headteacher	St Anne's Catholic Primary School, Chertsey (interim Leanne Simpson, Acting Headteacher)
Headteacher	Annecy Catholic Primary School, Seaford (interim John Reynard, Executive Headteacher)
Headteacher	St Pancras Catholic Primary School, Lewes (interim Michelle Lord, Acting Headteacher)
Headteacher	St John's Catholic Primary School, Horsham (interim Dorothy Rollason, Exec Head 3 days/wk)
Headteacher	The Marist Catholic Primary School, West Byfleet

Please do not hesitate to contact the school/Education Service if you would like to discuss any of the above posts in confidence

## Appointments

HEADTEACHER APPOINTMENTS		
Name	School	Effective from
	<b>Primary</b>	
Debra Turner	St Francis of Assisi Catholic Primary School, Crawley	September 2015
Peter Edgington	St Mary's Catholic Primary School, Bognor	September 2015
Sarah Kemp-Powell	St Joseph's Catholic Primary School, Guildford	September 2015
Neil Lewin	St Thomas of Canterbury Catholic Primary School, Guildford	September 2015

DEPUTY HEADTEACHER APPOINTMENTS		
Name	School	Effective from
	<b>Secondary</b>	
Martin Twist	St Peter's Catholic School, Guildford	September 2015

## And finally ... Thank You to:

The end of the summer term always brings some sad farewells. Many of the names listed below have served Catholic education for many, many years and have made such a difference to children and colleagues; their influence is inestimable. Thank you from the bottom of our hearts to:

- Liesma Mezulis, who has worked in Catholic education as a Geography teacher for 37 years, starting at St Philip Howard in 1978 and then for the last 24 years at Chatsmore Catholic High School in Worthing. Hard working and professional, Liesma has great subject knowledge which she has used to stimulate the learning of the young people. She has taught a range of subjects and been a huge asset to the school both as a teacher, a caring and supportive tutor and someone who has created a myriad of opportunities through the extra-curricular activities, visits and trips she has organised and led. Her

amazing needlework skills have graced many a school production and her culinary skills are much loved by staff and a staple part of staffroom fundraising!

Liesma will now have more opportunity to enjoy her passions for gardening and travel. We wish her a long and happy retirement and thank her for all she has done for the Catholic community.

- Patricia Audis, Reception class teacher at St Mary Star of the Sea Catholic Primary School in St Leonard's who retires after 37 years of teaching, twenty one of which have been at St Mary Star of the Sea. Mrs Audis, who previously taught at St Thomas a Becket in Eastbourne has worked across both KSI and Early Years Foundation Stage. She has been an important member of the school community, not only giving pupils the best educational start but also through her contribution to the Catholic life of the school. Teachers, pupils and parents are very sad to see her go and send their love and good wishes as she retires.
- It is a difficult time at St Joseph's Catholic Primary School in Guildford where they are saying goodbye to the wife/husband partnership that has served the school for so long:
  - Stephen Phillips, who is retiring after 36 years in teaching and 21 years as headteacher. Stephen also served 19 years on the Diocesan Head's Steering Group.
  - Rosalind Phillips who retires from St Joseph's after 36 years in teaching and 21 years as a teacher at St Joseph's, fourteen of which were spent as Inclusion Manager.
- Stephen Heseltine, who is retiring after 16 dedicated years of service to the pupils of St Richard's Catholic College in Bexhill, leading the Modern Foreign Languages Department and, in his later years, teaching French and German.
- Ian Fairbrass, who retires at the end of the summer term after 26 years of loyal service, leading Drama and producing plays for St Richard's Catholic College in Bexhill. Both he and Stephen are wished long, healthy and happy retirements.
- Mary Pennington, Head of School at St Thomas of Canterbury Catholic Primary School in Guildford who is retiring after 14 years dedicated service.
- Mr Kevin Gawley, Executive Headteacher at St Thomas of Canterbury Catholic Primary School in Guildford who retires after 14 years dedicated service at St Thomas'. Kevin has worked in Catholic education since 1978. Prior to joining St Thomas of Canterbury as headteacher, Kevin was the head at Cardinal Newman Catholic Primary School in Hersham for five years.
- Judith Lewy, Assistant Headteacher at St Peter's Catholic Primary School in Leatherhead who leaves after 25 years.
- Karen Rapley who retires at the end of the summer term after 27 years dedicated service at St. Dunstan's Catholic Primary School in Woking. The children, staff, governors and parents at St. Dunstan's say a particularly heartfelt 'thank you'.
- Sue Hanna, who has worked as TA, SNA and most recently as Home School Link Worker, retires this term after 30 years at St Edmund's Catholic Primary School in Godalming.
- Shirley Grocock, Head of Games at Sacred Heart School in Wadhurst leaves the school after 20 years to embrace her new duties as grandma!
- Kate Speroni at Cardinal Newman Catholic Primary School in Hersham, who is retiring after long service as an RE Coordinator at the school.
- David Rowles, who is retiring after 24 years of service to St Anne's Catholic Primary School in, Banstead, the last two years as Chair of Governors.
- Mary Tilbrook, a teacher at St Anne's Catholic Primary School in, Banstead, who is retiring after 27 years of service.

- Gloria Shilling, a teaching assistant at St Anne's Catholic Primary School in, Banstead, who is retiring after 27 years.
- Mia Whitney, School Secretary at St Cuthbert Mayne Catholic Primary School in Cranleigh, who leaves at the end of this term, having worked at the school for 7 years.
- Jackie Feltham is retiring from Holy Family Catholic Primary School at the end of term after 16 fantastic years as a teaching assistant in KSI and in the School Office. Her colleagues greatly love and admire Jackie and wish her a long, happy and healthy retirement.
- Michael Watson, Year 5 teacher at St. John's Catholic Primary School in Horsham who is leaving in July after 6 years. He is however remaining in Catholic education and taking up a new post at Our Lady Queen of Heaven Catholic Primary School, Crawley in September.
- Claire Stevens, who leaves St Cuthbert's Catholic Primary School, Englefield Green after 10 years service as a Class Teacher and as part of the Senior Leadership Team.
- Bridin Mills who is moving on from St Cuthbert's Catholic Primary School in Englefield Green after 20 years as Class Teacher and Part Time Music Teacher.
- Val Thorpe lunchtime supervisor and teaching assistant who leaves St Mary's Catholic Primary School in Bognor after 28 years.
- Emma Kennedy class teacher St Mary's Catholic Primary School in Bognor who is leaving the school after 2 years.
- Katharine Amaladoss, who has worked in A & B for 27 years, twenty one years of which have been as a headteacher (nearly four years as head of St Wilfrid's in Angmering and the last seventeen as head of St Mary's Catholic Primary School in Bognor). Katharine is now moving on to work for the SEN team at West Sussex County Council.
- Joanna Brown, who is leaving St John's Catholic Primary School in Horsham after four years as headteacher. Joanna was previously deputy headteacher and then acting headteacher at English Martyrs Catholic Primary School in Worthing.
- Maggie Thomas is retiring this Summer from St Joseph's Specialist School & College in Cranleigh after completing 20 years' service. Maggie started working at St. Joseph's as a Teaching Assistant and later trained to teach 14-19 year olds. She has been a qualified teacher for nearly 15 years. Maggie teaches the learners in St. Francis Class (Year 14) and helps prepare them for when they leave us.

If anyone from your school is retiring or leaving the school after significant service at 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 the next edition of the Alpha Beta.

We would also ask that you remember in your prayers Sarah Jones, Year 6 teacher at Sacred Heart Wadhurst and her husband Nigel. Nigel died very recently following a short but very aggressive illness. Thank you.