

**LA /ESSEX PRIMARY HEADS' ASSOCIATION WEST AREA
WEDNESDAY 2 MARCH 2016**

MEETING SUMMARY: ISSUES AND RECOMMENDATIONS
Agendas and minutes for these meetings available at www.essexprimaryheads.co.uk

Attendance List																					
<p>DISTRICT AND EPHA AGENDA (a.m.) (Notes below)</p> <p>WEPHA meeting Welcome to Nigel Hookway, EPHA Executive Director Education Support Network Essex Steps</p>	<p>Welcome to the following Headteachers, new in post:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Vicky Early</td> <td>Harlowbury Primary</td> </tr> <tr> <td>Louise Gurney</td> <td>Debden CE Primary</td> </tr> <tr> <td>Jeanette Harman</td> <td>Abbotsweld Primary (Head of School)</td> </tr> <tr> <td>Katie Henson</td> <td>Milwards Primary & Nursery (Acting Head)</td> </tr> <tr> <td>James Hollinsley</td> <td>Longwood Primary (Head of School)</td> </tr> <tr> <td>Bozena Laraway (Executive Head)</td> <td>St John Fisher Catholic Primary</td> </tr> <tr> <td>Maree Matthews Primary (Acting Head)</td> <td>Coopersale and Theydon Garnon CE</td> </tr> <tr> <td>Sinead McCarthy</td> <td>Latton Green Primary (Head of School)</td> </tr> <tr> <td>Sarah Mitchell</td> <td>Great Chesterford CE Primary</td> </tr> <tr> <td>Sarah Roffey</td> <td>High Beech CE Primary</td> </tr> </table> <p>Harriet Phelps-Knights (EPHA Chair) and Nigel Hookway</p> <p>Caroline Geilnik Joel Shaljean</p>	Vicky Early	Harlowbury Primary	Louise Gurney	Debden CE Primary	Jeanette Harman	Abbotsweld Primary (Head of School)	Katie Henson	Milwards Primary & Nursery (Acting Head)	James Hollinsley	Longwood Primary (Head of School)	Bozena Laraway (Executive Head)	St John Fisher Catholic Primary	Maree Matthews Primary (Acting Head)	Coopersale and Theydon Garnon CE	Sinead McCarthy	Latton Green Primary (Head of School)	Sarah Mitchell	Great Chesterford CE Primary	Sarah Roffey	High Beech CE Primary
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<p>p 1 -6* AREA AGENDA Welcome, introductions and updates: A View from the Bridge:</p> <ul style="list-style-type: none"> • Education and Adoption Bill • School Led Improvement System • Ofsted update • Recruitment and retention strategy • SEND capital update • Capital update • Raising the attainment of disadvantaged pupils 	<p>Clare Kershaw, Director for Commissioning, Education and Lifelong Learning</p>																				
<p>p 6-8 Schools Broadband Service</p>	<p>Sian Shordan</p>																				
<p>p 8 Perspective Lite & Education Essex</p>	<p>Nicola Woolf, Primary Lead Commissioner</p>																				
<p>p 8-12 Ofsted case study</p>	<p>Gilliam Napier, Rickling and Farnham Federated Primaries</p>																				
<p>p 13 Key dates</p>	<p>WEST meetings with the Local Authority officers 2015/2016 -at the Weston Homes Business Centre, Takeley Thursday 16 June 2016</p> <p>WEPHA Conferences, Manor of Groves 20 May 2016</p> <p>Headteachers' Annual Conference 2016 Friday 18 March 2016 Stock Brook Country Club, Nr Billericay</p> <p>Deputy Headteachers' Annual Conference 2016 Friday 14 October 2016 Weston Homes Community Stadium</p>																				
<p>*Page numbers refer to the full minutes (posted on the website) of the spring term Area meetings with LA Officers and Headteachers.</p>																					

**LA /ESSEX PRIMARY HEADS' ASSOCIATION WEST AREA
DISTRICT AND AREA MEETING
WEDNESDAY 2 MARCH 2016
ATTENDANCE**

Attendance

Isobel Barron	Roseacres Primary
Gina Bailey	St James' CE Primary
David Burles	Fawbert & Barnard Primary
Karen Cayford	St Mary's CE Primary, Saffron Walden
Rachel Callaghan	Katherine Semar Juniors
John Clements	Hatfield Heath Primary
Helen Coop	Birchanger CE Primary
Gill Doyle	Takeley Primary
Vicky Early	Harlowbury Primary
Jenni Elliott	Roydon Primary
Jonathan Furness	Ivy Chimneys Primary
Lawrence Garside	Felsted Primary
Elizabeth Gelston	The Downs Primary & Nursery
Clare Griffiths	Dunmow St Mary's Primary
Louise Gurney	Debden CE Primary
Stephen Hale	Chigwell Infants
Bridge Hill	Chipping Ongar Primary
Kath Holland	Jerounds Primary
Alison Kerrell	Great Bardfield Primary
Sophie Laing	Little Parndon Primary
Sharon Lester	Newport Primary
In Attendance	
Pam Langmead	Professional Officer
Harriet Phelps-Knights	EPHA Chair
Nigel Hookway	EPHA Executive Director
Mary Dickinson	Primary Schools Facilitator
Jen Shackleton	Thaxted Primary
Sue Aldred	Great Bardfield Primary
Jo Cooper	RA Butler Infants
Karen Scott	RA Butler Juniors
Amy Wareham	Matching Green Primary
Joel Shaljean	Essex Steps
Caroline Geilnik	Education Support Network
LA Officers	
Clare Kershaw	Head of Commissioning
Nicola Woolf	Lead Strategic Commissioner West
Jacky Castle	SEC (West)
Cathie Bonich	SEC (West)
Pav Saunders	SEC (West)
Sian Shordan	Schools Broadband Team

Julie Lorkins	St Andrew's CE Primary, N Weald
Cheryl Macleod	Nazeing Primary
Janet Matthews	William Martin CE Infants and Juniors
Lucy Mawson	Stebbing Primary
Deidre Mooney	Waltham Holy Cross Infants
Gillian Napier	Rickling and Farnham Primaries
Christine Peden	Pear Tree Mead Primary
Julie Puxley	Katherine Semar Infants
Colin Raraty	Rodings Primary
Linda Reid	Elsenham CE Primary
David Rogers	Bentfield Primary
Marios Solomonides	Freshwaters Primary Academy
Karen Wallace	Moreton CE Primary
Kevin Watts	Great Dunmow Primary

Apologies

Neil Woollcott	The Leverton Juniors
Katie George	Thaxted Primary

Note: If your attendance or apologies have not been noted please contact the EPHA Professional Officer at pam@langmead.me.uk for amendment.

WEST EPHA MEETING MINUTES 2 March 2016

1. WELCOME AND INTRODUCTIONS

Pam Langmead, the EPHA Professional Officer opened the meeting with the sad news that Christine Thurgood, former headteacher at Pear Tree Mead Primary in Harlow, had passed away during the spring half term. Pam noted that a book of condolence is being created by the staff at Pear Tree Mead anyone who knew Christine and wished to contribute should contact Christine Peden, the current headteacher.

Welcome to the following Headteachers, new in post in West schools:

Vicky Early	Harlowbury Primary
Louise Gurney	Debden CE Primary
Jeanette Harman	Abbotsweld Primary (Head of School)
Katie Henson	Milwards Primary & Nursery (Acting Head)
James Hollinsley	Longwood Primary (Head of School)
Bozena Laraway	St John Fisher Catholic Primary (Executive Head)
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2. WEPHA UPDATE

- i) The EPHA Professional Officer noted that Julie Lorkins, the West EPHA Chair, and Isobel Barron, the West EPHA Vice-Chair, wish to swap roles due to their individual workloads at the present time. Isobel Barron has been the Chair in the past and is willing to take on this responsibility again. This was **AGREED** by the West headteachers present, and Julie and Isobel were both thanked for their contribution and commitment to WEPHA and to the EPHA Executive.
- ii) Harriet Phelps-Knights, the Chair of EPHA, introduced Nigel Hookway, who has been appointed as the new Executive Director for the association. Nigel is currently heading a school in Colchester, his second headship appointment, but retires from that post at the end of the school year. He has started to represent primary headteachers and has attended a number of meetings, but is looking forward to representing EPHA at a national level as well as at a local level.

Nigel talked about his family, including his wife Annie, who is a headteacher in Suffolk, and also an Ofsted Inspector.

He shared what he regarded as the key challenges this year for schools:

- Recruitment and retention of headteachers and teachers
- The implications of the Education and Adoption Bill
- Behaviour management challenges
- Financial pressures on schools
- SEN issues including the demands of converting to EHC Plans
- Assessment challenges this summer
- Ofsted – what is going on?
- Headteacher well being

Nigel is currently representing EPHA on the:

- Recruitment and retention strategy group;
- Virtual Schools Governing Body
- Eastern region meetings with the Regional Schools Commissioner

- Visits to each area headteacher meeting

His intention is to support EPHA's work by attending national, regional and local meetings and to collaborate with ASHE and ESSET, lobbying on behalf of primary headteachers and influencing policy at national, as well as local, level.

Nigel can be contacted at nigelhookway@hotmail.com

- iii) **The Spring term EPHA newsletter**, including dates for the 2015/16 school year, was circulated to headteachers at the meeting - this can also be found on the Newsletter page of the EPHA website www.essexprimaryheads.co.uk

3. **EDUCATION SUPPORT PARTNERSHIP** **Presented by Caroline Geilnik**

Caroline explained that the Education Support Partnership is unique in that it is a not-for-profit organisation which started as the Teachers' Benevolent Fund in 1877. All profits generated through the sale of their programmes help fund the charitable work. The organisation has worked with more than 300,000 in more than 4,000 schools, local authorities, universities and charities across the UK. Research indicates that there is a recruitment, retention and well-being problem in education – in 2015 a YouGov poll suggested that a third (34% to be precise) of the education workforce are expected to leave by 2020.

With a rising school population 190,176 extra teachers will be needed in England by 2020 unless more current teachers can be persuaded to stay. Whilst some will be retiring, many others are set to leave for negative reasons at a time when pupil numbers are increasing and recruiters are struggling to find trainees. To give a feel for the scale of this challenge, unless more staff can be supported to stay, the UK will need to recruit 200 teachers every single day just to keep staffing levels the same.

In 2013-14, 55% of teachers in England had one period off for sickness absence.

The benefits of looking after your staff are obvious:

- Improved pupil outcomes
- Increase in management capacity
- Reduced absence and associated costs
- Increased productivity
- Improved staff performance
- Improved staff retention
- Improved morale across the organisation
- Helps meet your legal duty of care as an employer

The services offered by the Education Support Partnership include:

Individual counselling and support

This includes 24/7 support and counselling through the Employee Assistance Programme, face to face counselling and legal and financial support.

Creating a Positive Workplace

The purpose of the Positive Workforce Programme is to help organisations to work collaboratively with staff to create a positive working environment by securing the wellbeing and effectiveness of their workforce. The programme begins with a confidential online Positive Workplace survey, followed by flexible support from a consultant over a two-year period.

Coaching and support for leaders

Headspace is already running in Essex and offers a confidential, personal and professional development programme specifically designed for groups of headteachers. Headspace runs over a period of between six and twelve months and is customised to meet the needs of the headteachers in the group. The programme consists of a whole day introductory session followed by five half-day sessions facilitated by a consultant.

The next Headspace programme running in Essex will be held at the County Hotel, 29 Rainsford Road, Chelmsford, CM1 2PZ

- 21 April 2016 09.00-15.00 hours
- 1 July 2016 09.00-13.30 hours
- 22 September 2016 09.00-13.30 hours
- 25 November 2016 09.00-13.30 hours
- 17 January 2017 09.00-13.30 hours
- 9 March 2017 09.00-13.30 hours

YourSpace is a similar programme for deputy heads and school leaders. It is a simple and effective support and development programme based on a four session model of 3 hours per session.

Learning and development

The comprehensive range of Smart Training and Development Workshops will help organisations achieve high levels of staff engagement; they focus on SMART communication, work, change, resilience leadership, relationships, survival, transition and/or coaching and can be tailored to the needs of the school.

Health and wellness

An occupational health service is available, as well as health assessments, health checks and so on.

Charitable services – funded by the paid-for programmes, include

- Grants
- Campaigning work
- Recruitment and retention
- #Not quitting teaching
- An Education Manifesto
- Telephone support 08000 562 561

For further information about the Education Support Network go to

<https://educationsupportpartnership.org.uk/>

For further information about Headspace or any of the Education Support Services, contact caroline Gielnik, the Regional Development Consultant for Essex by email:

caroline.gielnik@edsupport.org.uk or mobile 07814 515 980

4.

ESSEX STEPS

A presentation by Joel Shaljean

Joel is a Deputy Headteacher, based at Market Field special school in the North of Essex, who works for two days each week delivering Essex Steps, the LAs preferred behaviour management and physical intervention strategy.

Essex Steps comprises of two stages:

Step On – focusing understanding behaviour, de-escalation and everyday physical intervention strategies.

Step Up – restraint training. Schools are asked to undertake a risk assessment to decide whether or not they need to use restraint and so need further training.

The training is delivered as core courses in a number of venues across the county, as specific in-school training (twilights or INSET) or as cluster training for schools.

The cost of training is currently £800 for 24 people plus £33 per head for additional delegates.

For further information about training contact

Joel Shaljean at joel.shaljean@eset.org.uk or on 07872 865656

Joel delivered a shortened version of the training programme, explaining that the course structure focuses on:

- Before a crisis – de-escalation
- During a crisis – management of risk or harm
- After a crisis – reflect, repair and restore

He reflected on the increasing number of “red” children in our schools – those who we struggle to include using conventional behaviour management policies.

Joel reminded headteachers that:

- Pupils with SEN with statements are around eight times more likely to be permanently excluded than those pupils with no SEN.
- Children eligible for free school meals are around four time more likely to be permanently excluded.
- 78% of exclusions are boys. Permanent exclusion rates for boys are approximately four times higher than that for girls.
- Over half of all exclusions are in Years 9 and 10, but an increasing number of younger children are being permanently excluded, including pupils in Reception.

Joel talked about conscious and sub-conscious behaviours and appropriate responses.

He mentioned the current DfE guidance, Behaviour and Discipline in Schools, which focuses particularly on controlling behaviour. He talked about the different approaches to the behaviour management and whether they escalate or de-escalate poor and out of control behaviour.

The programme focuses on therapeutic understanding and intervention and Joel shared a number of strategies including Roots and Fruits, which considers the behaviours of individual pupils. He shared risk assessment forms, which can be used to evidence whether the use of physical restraint is necessary and unavoidable.

Joel also shared a number of physical restraints to use to restrain and move pupils.

5. ANY OTHER BUSINESS

WEST meetings with the Local Authority 2015/2016 -at the Weston Homes Business Centre, Takeley

Thursday 16 June 2016

WEST meetings with the Local Authority 2016/2017 -at the Weston Homes Business Centre, Takeley

Wednesday 16 November 2016

Wednesday 1 March 2017

Wednesday 21 June 2017

WEPHA Conferences, Manor of Groves

20 May 2016

Key note speaker – Viv Grant, coach and author of “Staying A Head”.

Headteachers’ Annual Conference 2016

Friday 18 March 2016 Stock Brook Country Club, Nr Billericay

Deputy Headteachers’ Annual Conference 2016

Friday 14 October 2016 Weston Homes Community Stadium