

**LA /ESSEX PRIMARY HEADS' ASSOCIATION MID AREA
THURSDAY 9 NOVEMBER 2023**

MEETING SUMMARY: ISSUES AND RECOMMENDATIONS

Agendas and minutes for these meetings available at www.essexprimaryheads.co.uk

Attendance List

DISTRICT AND EPHA AGENDA (a.m.)
(Notes below)
Dawn Dack, Chair

Welcome to the following Headteachers:

Vicky Doherty	Steeple Bumpstead Primary (Executive Head)
Nikki Emrich	St Nicholas CE Primary, Tillingham
Zoe Fairbairn	Hatfield Peverel Infants
Luke Howden	Steeple Bumpstead Primary (Head of School)
Claire Laver	Priory Primary
Susie Price	St John the Baptist, Pebmarsh (returning to role)
Emma Reece	Tolleshunt D'Arcy St Nicholas CE Primary (Head of School)
Natasha Robson	Chipping Hill Primary
Sam Wilding	St Peter's CE Primary, Coggeshall
Tracey Wilson	Writtle Infants
Wendy Woods	Southminster CE Primary

Farewell to the following Headteachers:

Dawn Baker	HERA Multi Academy Trust (CEO)
Sarah Ginzler-Mayer	St Joseph and St Francis Catholic Primaries
Xanthe Glynn	St Nicholas CE Primary, Tillingham
Simon Waltham	Heybridge Primary
Lyndsey Woods	St Cedd's CE Primary, Bradwell on Sea

POWER PROJECT UPDATE
MEPHA meeting

Chloe Potter
Dawn Dack

p 1	AREA AGENDA LA updates on current priorities including:	
p 2-6	• Director's welcome and update	Caroline Gibson and Catherine Hutley
p 6 - 10	• SEND Sufficiency plan and Inclusion strategy	Ralph Holloway
p 10	• Autism update	Ondrea Bloom
p 12	• Local Quadrant update	Catherine Hutley

p13 -15	Elective Home Education and Attendance Compliance update	Anita Patel-Lingam
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p16 -18	Education Access team update	Julie Keating
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Key dates

MID headteacher meetings 2023/24

Thursday 7 March 2024
Thursday 20 June 2024

Headteachers' Annual Conference 2024

Friday 22 March 2024 Chelmsford City Race Course

Deputy Headteachers' Annual Conference 2024

Friday 11 October 2024 Colchester Football Stadium

*Page numbers refer to the full minutes (posted on the EPHA website) of the Autumn term Area meetings with LA Officers and Headteachers <https://essexprimaryheads.co.uk/meetings/termly-area/composite/>

**LA /ESSEX PRIMARY HEADS' ASSOCIATION MID AREA
DISTRICT AND AREA MEETING
THURSDAY 9 NOVEMBER 2023
ATTENDANCE**

Present

Katie Allen	Larkrise Primary
Rebecca Black	St Andrew's Juniors
Ian Bowyer	Boreham Primary
Justine Brooks	Great Waltham CE Primary
Amanda Buckland-Garnett	Collingwood Primary
Lisa Christian	John Ray Infants
Alina Clay	Stock CE Primary
Anna Conley	The Howbridge Infants
Dawn Dack	Wentworth Primary/Mid Chair
Jona Davies	St John's Primary, Danbury
Sharon Derbyshire	St Pius X Catholic Primary
Anita Easton	Great Bradfords Infant and Nursery
Zoe Fairbairn	Hatfield Peverel Infants
Zanya Farmer	Barnes Farm Infants
Teresa Gage	St John the Baptist, Pebmarsh
James Garlick	Great Leighs Primary
Kate Garnett	Tollesbury School
Carol Gooding	Danbury Park Primary
Janet Hoy	Trinity St Mary's Primary
Vicky Jackson	St Francis Catholic Primary
Jenny Kemp	Latchingdon CE Primary
Ann Kelliher	Holy Family Catholic Primary
Jane Landa-Arrese	Moulsham Infants
Claire Laver	Priory Primary
Nerys Maidment	Elmwood Primary
Richard McIntosh	Baddow Hall Juniors
Sarah Manning	Galleywood Infants
Ross McTaggart	Barnes Farm Juniors
Sarah Meares	Terling CE Primary

LA Officers

Catherine Hutley	Assistant Director, Mid
Caroline Gibson	Head of EY and Education, Mid
Jo Barclay	Head of Education Safeguarding
Ralph Holloway	ECC
Shamsun Noor	ECC Operations Manager
Anita Patel-Lingam	Education Compliance
Chloe Potter	POWER
Julie Keating	Education Access
Ondrea Bloom	ECC Autism Strategy Lead
Mark Pincombe	School organisation
Nick Rudman	ECC
Nicola Morgan-Soane	School Effectiveness Partner
Simone Webb	ECC
Chloe Bond	ECC
Daisy Collins	ECC

Jinnie Nichols	SGASA
Natasha Outhwaite	Trinity Road Primary
Emily Penkett	Cold Norton Primary
Helen Penner	Newlands Spring Primary
Matt Poyton	Lawford Mead Primary
Debra Price	Rayne Primary
Rowen Prigg	St Michael's CE Juniors
Rachel Pritchard	Lyons Hall Primary
Amanda Reid	Perryfields Infants
Karen Riches	Kings Road Primary
Natasha Robson	Chipping Hill Primary
Lesley Roche	Our Lady Immaculate C Primary
Alex Russ	Burnham-on-Crouch Primary
Stephen Saunders	Little Waltham Primary
Lesley Schlanker	Baddow Hall Infants
Heather Shelley	Broomfield Primary
Claire Smyth	Beckers Green Primary
Marie Staley	Moulsham Juniors
Kirsty Stuart	Ridgewell CE Primary
Paul Sully	Beehive Lane Primary
Nick Taylor	Writtle Juniors
Sarah Vass	Great Totham Primary
Teresa Walker	St Mary's CE Primary, Woodham
Greg Waters	The Bishops CE and Catholic Pri
Lisa Waters	John Bunyan Primary
Faye White	Maltese Road Primary
Linda Wiskin	The Cathedral School
Lyndsey Wood	St Cedd's CE Primary
Mike Wood	Elm Hall Primary

In Attendance

Pam Langmead	EPHA Professional Officer
Helen Russell	Chipping Ongar Primary
Penny Coe	Robert Drake Primary
Maggie Loveday	The Edith Borthwick School
Debbie Hanson	Clarity Independent School
Jacky Wragg	Notley Family of Schools

Apologies

Clare Kershaw	Director of Education
Jamie Bearman	St Peter's West Hanningfield
Phil Brown	All Saints CE Primary
Dominic Mulholland	Mildmay Primary
Melissa Taylor	Ford End/Roxwell/Margaretting
Lisa Stainsbury	East Hanningfield CE Primary
Danny Welsman	Stisted Primary

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

MID EPHA AREA MEETING MINUTES 9 NOVEMBER 2023

1. WELCOME

Dawn Dack, MEPHA Chair, welcomed headteachers to the meeting.

Welcome to the following Headteachers:

Vicky Doherty	Steeple Bumpstead Primary (Executive Head)
Nikki Emrich	St Nicholas CE Primary, Tillingham
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Simon Waltham	Heybridge Primary
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If you are leaving please make use of the EPHA new heads' checklist, and complete it for your successor. This is available on the EPHA website at

<https://essexprimaryheads.co.uk/info-and-documents/good-practice/>

2. ELECTIVE HOME EDUCATION NOTIFICATIONS

Anita Patel-Lingam, Statutory Education Compliance Manager, attended the meeting to share information about Elective Home Education notifications. She also gave an update about attendance compliance and the DfE plans in relation to penalty notices.

The minutes of this part of the meeting are within the composite minutes of the Autumn term Area meetings with LA Officers and Headteachers, available on the EPHA website at <https://essexprimaryheads.co.uk/meetings/termly-area/composite/>

3. SCHOOL ORGANISATION AND PLACE PLANNING

Mark Pincombe, from the School Organisation team, gave a briefing on pupil numbers in Chelmsford. Shamsun Noor, ECC Head of Operations, was also in attendance.

Mark noted that there has been relentless pressure on primary places in central Chelmsford, with a need for around 333 extra places. Schools have been asked to admit above their number on roll, and there has been particular pressure on Key Stage 2; for example in Year 3 there have been nearly 170 extra pupils. It is anticipated that, going forward, the numbers will decrease, particular in early years.

Mark noted that this is not consistent with the pressure from new housing developments or even asylum hotel residents, but seems to be an inward migration to Chelmsford from London. He explained that, for the rest of the school year, ECC will simply have to manage the increased numbers, and thanked headteachers for their understanding.

Headteachers argued that the cost of appeals continues to be crippling and they are having to fund appeals even when there are no grounds, and often multiple family members. Shamsun accepted this problem and agreed to write a comment to include on the ECC admissions website.

4. POWER PROJECT UPDATE

Chloe Potter was welcomed to the meeting. She explained that Power is a targeted early intervention and prevention service across Southend, Essex and Thurrock (SET) funded by NHS England Mental Health & Justice Pathways via CAMHS collaborative. It is now the prevention offer within Essex Youth Offending Service.

The project is voluntary, offering free 12 x 1 to 1 support to children and young people aged 8-13, and their parents, to help them develop the emotional resilience to cope with challenging situations.

The following criteria apply when accessing Power:

- Youth Justice: will have had contact with or be known to the police (perhaps as a victim, or an 'involved person') but not convicted of an offence
- School: struggling to engage at school, attending irregularly, at risk of exclusion, on reduced timetables, may have unmet SEND / additional needs
- Emotional Wellbeing and Mental Health: indicators of need include emotional dysregulation, various trauma responses such as fight, flight, freeze.

The main aim of Power is to support children and young people to develop their emotional resilience

The key objectives are:

- To help reduce school exclusions (both fixed term and permanent)
- To support children transitioning from primary to secondary education where possible
- To work with families, schools and other agencies to help scaffold effective on-going support post-intervention
- To prevent the criminalisation of children and young people

POWER is a sub-statutory threshold service (level 2 in Essex County) but many families have significant experience of social care, and co-work cases with ECC Early Help (Family Solutions, Level 3 in Essex County) and TAFSO service. The service aims to:

Support siblings of those under YOS' supervision, inc. Out of Court Disposals (Community Resolution+)

Part of the wider CAMHS pathway for youth justice:

Affinity (MH&J pathways) within ECFWS (HCRG+ Barnardo's 0-19 service)

To support the wider local authority to deliver Trauma Perceptive Practice training to schools

POWER Manager jethro.bogdanov@essex.gov.uk

Practice Supervisor chloe.potter@essex.gov.uk

5. EDUCATION ACCESS TEAM UPDATE

The number of permanent exclusions in Essex rose by around 56% last school year, in line with national figures. Julie Keating, Education Access Team Manager, attended the meeting to give an update on the data and to share recently published guidance which outlines the support and advice for Essex schools.

The minutes of this part of the meeting are within the composite minutes of the Autumn term Area meetings with LA Officers and Headteachers, available on the EPHA website at <https://essexprimaryheads.co.uk/meetings/termly-area/composite/>

6. EPHA UPDATES

a) Transition agreement with secondary schools

Dawn thanked headteachers for the feedback that they have given about the new arrangements for transition, that were agreed with ASHE (Association for Secondary Heads in Essex). Most secondary and primary schools adhered to the new arrangements, including the transition week (the last week in June) and most secondary schools used the form that had been agreed.

Headteachers were reminded that, this school year, the Year 6 transition week will be during the week commencing 24th June 2024 and they were asked to keep this clear of trips and visits.

b) The Autumn term EPHA newsletter, including dates for the 2023/24 school year, was circulated to headteachers in advance of the meeting -these can also be found on the EPHA website www.essexprimaryheads.co.uk.

c) EPHA Annual Subscription

Funding for EPHA will be continue to be top-sliced from the Delegated Schools Grant. Area meetings will continue to be “free” to all primary headteachers, as will the website, headteacher briefings and advice and support from the Professional Officer.

<https://essexprimaryheads.co.uk/files/what-headteachers-get-in-return-for-their-epha-contribution-2022-23.pdf>

d) EPHA County Annual General Meeting

The EPHA county AGM was held on Thursday 5th October at the Lion Inn, Boreham. The following headteachers were re-elected as EPHA officers for the coming year:

- Harriet Phelps-Knights Chair
- Nick Hutchings Vice-Chair
- Nicky Stone-Riley Executive Treasurer

e) Conferences

The annual EPHA Headteachers Conference will be held on Friday 22nd March 2024, Chelmsford City Race Course. The programme and booking form will be sent out in January – presenters include Andrew Hall, Nerys Hughes, Humphrey Walters, Dave Harris and Helen Youngman.

Next year’s Deputy Heads Conference will be held on Friday 11 October 2024, at Colchester Football Stadium. (Programme and booking form will be sent out in June 2024)

f) Governor and staff online training

We’re pleased to report that around 300 governors, trustees and staff have attended recent online and face to face training focused on exclusions meeting a real need in the county.

The Professional Officer will be running another session on the latest suspensions and exclusions guidance, with a particular emphasis on the governor’s role in the process.

The date/time of the **exclusions training** is Wednesday 22nd November 2023, at 4.00 pm – 6.00 pm.

She will also run a training course on **managing complaints**, again focused on the role of governors. Two dates are available (course repeated, pick one):

- Tuesday 28th November 2023, at 4.00 pm – 6.00 pm; OR
- Thursday 7th December 2023, at 6.00 pm – 8.00 pm.

Please ask any interested governors or staff to contact Pam Langmead, at pam@langmead.me.uk indicating which training session they want to attend –she will send them a confirmation email with the Zoom link, and slides in advance of the session.

7. FUTURE DATES

MID headteacher meetings 2023/24 – The Lion Inn, Boreham

Thursday 7 March 2024

Thursday 20 June 2024

Headteachers' Annual Conference 2024

Friday 22 March 2024 Chelmsford City Race Course

Deputy Headteachers' Annual Conference 2024

Friday 11 October 2024 Colchester Football Stadium