

2017/18 was a busy year for the Association, with continued good attendance at the primary headteacher meetings, and two extremely successful conferences for Headteachers and Deputy Heads. (Helped hugely by booking the marvellous Sir John Jones at each event.)

The headteacher briefings continue to be a key part of my role, particularly in the first few weeks of each term. I am now delivering these briefings to 21 clusters across the county. I think that most headteachers who attend find these valuable, if a bit demanding (the dreaded "do-list")! It certainly gives me an opportunity to meet with, and hear feedback from, groups of primary headteachers across the county, and enables me to keep up to date with the main issues in each locality.

The "Seven minute staff meetings" continue to prove popular with headteachers. Whilst they mainly focus on safeguarding topics, I did branch out last year and produced presentations about data protection and GDPR. These are intended to be used to keep staff informed and up to date about key topics, and each "staff meeting" includes a PowerPoint presentation and an accompanying information handout. Soon after we started these The Key introduced something along the same lines – imitation being the sincerest form of flattery?!

One of my roles is to try to make sense of legislation that schools have to adhere to. Last year we struggled with GDPR (and the world didn't end on 25<sup>th</sup> May) and EPHA worked hard to provide supportive – and free – information for headteachers, including numerous checklists for policies, the website and safeguarding.

EPHA continues to provide free training for headteachers – last year we organised training on "An introduction to Professional Supervision". I am considering organising a residential conference in the summer term, and would welcome comments from headteachers about this idea.

I continue to attend numerous meetings on behalf of EPHA, as detailed in my termly report to the Executive and, following Nigel's retirement as Executive Director at the end of March, I have increased the number of meetings where I represent primary headteachers. In addition to attendance at those meetings (and writing follow-up reports), my work for the Association has included:

- Information, emails and communications with all headteachers;
- Responding to queries and actions from the Executive, ECC, interested companies;
- Researching, writing and delivering the termly headteacher briefings;
- The production and maintenance of a Primary Support Directory;
- Maintaining the website and administration of the association (including writing a business continuity plan to ensure that the management of EPHA is sustained);
- Individual support for headteachers when issues arise;
- Identifying, contacting and supporting new headteachers;
- Managing the bookings and organising the annual headteacher and deputy conferences, WEPHA conference and termly meetings, and any free training sessions;
- Managing the EPHA finances: paying claims and invoices, producing reports, paying in cheques, organising the annual audit etc
- Other tasks as required.

As ever, it is a great privilege to work for and support primary headteachers in Essex and I look forward to another busy year in 2018/19.