

This has been a busy year for the Association, with good attendance at the primary headteacher meetings, and two successful conferences for Headteachers and Deputy Heads.

A key extension of my role in the past year was the introduction of termly briefings to headteacher groups. This is a free information service, which I hope that heads find useful. I am now delivering these briefings each term, with follow up information, to 16 clusters across the county.

Another innovation, designed to support headteachers and their schools, was the creation of "Seven minute staff meetings", mainly around safeguarding topics. These are intended to be used to keep staff informed and up to date about key safeguarding topics, and each "staff meeting" includes a PowerPoint presentation and an accompanying information handout.

The current list of topics includes: Physical abuse; Emotional Abuse, Sexual Abuse, Neglect; Prevent; CSE; FGM; the role of the Designated Safeguarding Lead; Managing a Disclosure; Whistleblowing; Effective Support for Children and Families in Essex; and the Keeping Children Safe in Education follow up quiz. I will keep adding to these so that you can offer a programme of training that can be tucked into a staff meeting, in just seven minutes!

One of my roles is to try to make sense of legislation that schools have to adhere to. We are all struggling with the introduction of the General Data Protection Regulations next year, and as an interim step I have produced a Data Protection checklist, a guide to ensure that schools are meeting the requirements of the Data Protection Act 1998. This checklist is backed up by a dedicated page on the EPHA website and three Seven-minute staff meetings around data protection.

EPHA now offers regular free training for headteachers – last year we organised RAISEonline training, attended by around 330 heads and staff. Later in the year we provided "Coaching for the Soul" sessions led by Viv Grant. The ASP training sessions, earlier this week, offered free training for over 310 heads. In the spring term we plan to run sessions around "An introduction to Professional Supervision".

I continue to attend numerous meetings on behalf of EPHA, as detailed in my termly report to the Executive. In addition to the attendance at meetings (and writing follow up reports), my work for EPHA has included:

- Information, emails and communications with all headteachers;
- Responding to queries and actions from the Executive, ECC, other association officers, interested companies;
- The production and maintenance of a Primary Support Directory;
- Maintaining the website;
- Individual support for headteachers when issues arise;
- Contact with new headteachers;
- Organisation and management of the WEPHA conferences, area meetings and other meetings such as those recently around SEND;
- Managing the bookings and organising the annual headteacher and deputy conferences, and the free training sessions;
- Managing the EPHA finances: paying claims and invoices, producing reports, paying in cheques, organising 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 2017/18.