LA /ESSEX PRIMARY HEADS' ASSOCIATION WEST AREA WEDNESDAY 11 NOVEMBER 2015

MEETING SUMMARY: ISSUES AND RECOMMENDATIONS

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

(Notes below) Sobel Barron Roseacres Primary		Attendance List DISTRICT AND EPHA AGENDA (a.m.)	Welcome to the following Headteachers:		
Emma Bloomfield Lesley Brennan Kingsmoor Primary Karen Cayford (Acting Head) Barbara Coates Leverton Infants Amanda Copper Wimbish Primary Gill Doyle Takeley Primary Jenni Elliot Roydon Primary Sally Elliot High Beech Primary Sarah Roffey Harlowbury Primary (Acting Head) Sarah Roffey Harlowbury Primary (Acting Head) Sonia Strickland Little Hallingbury CE Primary Christine Tonkins Manuden Primary (Acting Head) Farewell to the following Headteachers who are leaving or moving post: Linda Chesworth R A Butler Infant and Junior Schools Sarah Miller Coopersale and Theydon Garnon CE Primary Jacqueline Richards St John Fisher Catholic Primary WEPHA meeting Pam Langmead, EPHA Professional Officer WEPHA meeting Pam Langmead, EPHA Professional Officer AREA AGENDA Clare Kershaw, Head of Commissioning, Education and Lifelong Learning A View from the Bridge A View from the Bridge Nicola Woolf, Primary Lead Commissioner A View from the Bridge B Governance RAG S-13 Safeguarding update Think the Unthinkable WEST meetings with the Local Authority officers 2015/2016 - at the Weston Homes Business Centre, Takeley Wednesday 2 March 2016, Thursday 16 June 2016 WEPHA Conferences, Manor of Groves 5 February 2016, 20 May 2016 Headteachers' Annual Conference 2016 Firday 18 March 2016 Stock Brook Country Club, Nr Billerie Deputy Headteachers' Annual Conference 2016		` '			
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Page numbers refer to the full minutes (posted on the website) of the Autumn term Area meetings with LA Officers and		1 6 4 4 6 11 1 4 6 4 1 4	-1:4-\ -C41 A4 4	A	

LA /ESSEX PRIMARY HEADS' ASSOCIATION WEST AREA DISTRICT AND AREA MEETING

WEDNESDAY 11 NOVEMBER 2015 ATTENDANCE

Attendance

Isobel Barron Roseacres Primary

St Mary's CE Primary, Saffron Karen Cayford

Walden

Katherine Semar Juniors Rachel Callaghan John Clements Hatfield Heath Primary Jonathan Furness Ivy Chimneys Primary

Felsted Primary Lawrence Garside

The Downs Primary & Nursery Elizabeth Gelston Clare Griffiths Dunmow St Mary's Primary Bridge Hill Chipping Ongar Primary

Sharon Lester Newport Primary Cheryl Macleod Nazeing Primary

William Martin CE Infants and Janet Matthews

Juniors

Stebbing Primary Lucy Mawson Christine Peden Pear Tree Mead Primary Teresa Phillips Thomas Willingale School Julie Puxley Katherine Semar Infants Colin Raraty **Rodings Primary** Linda Reid Elsenham CE Primary

St Mary's CE Primary, Hatfield Sonia Strickland

Broad Oak/Little Hallingbury

CE Primary

Karen Wallace Moreton CE Primary Staples Road Primary Veronica Wallace **Kevin Watts** Great Dunmow Primary Hillhouse CE Primary Joanne Willcox Neil Woolcott The Leverton Juniors

In Attendance

Pam Langmead Professional Officer Mary Dickinson Primary Schools Facilitator Sarah Thomas **Bentfield Primary**

Alison Kerrell **Great Bardfield Primary**

Apologies

Deidre Mooney

Julie Lorkins West Chair/St Andrew's CE

Primary, N Weald

Fawbert & Barnard Primary David Burles Gina Bailey

St James CE Primary

Waltham Holy Cross Infants

LA Officers & presenters

Clare Kershaw Head of Commissioning

Lead Strategic Commissioner West Nicola Woolf

Jacky Castle SEC (West) Cathie Bonich SEC (West)

Sally Moorcock **ECC Communications** Vanessa Hockley ECC Schools Local Offer

Natasha Colley **EP Service** Sophia Wareham **EP Service**

Jo Barclay **ECC Safeguarding**

> 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 DISTRICT MEETING MINUTES 11 November 2015

1. Isobel Barron, the West Area Vice-Chair and Pam Langmead, EPHA Professional Officer, welcomed headteachers to the meeting and in particular, the following headteachers who are new in post, have moved schools or are heading two schools:

Isobel Barron Roseacres Primary
Emma Bloomfield Purford Green Primary
Lesley Brennan Kingsmoor Primary

Karen Cayford St Mary's CE Primary, Saffron Walden (Acting Head)

Barbara Coates
Amanda Copper
Gill Doyle
Jenni Elliot
Sally Elliot
Sharon Lester

Leverton Infants
Wimbish Primary
Takeley Primary
Roydon Primary
High Beech Primary
Newport Primary

Emma Johnson R A Butler Infant and Junior Academies (Acting Head)

Sarah Roffey Harlowbury Primary (Acting Head)
Sonia Strickland Little Hallingbury CE Primary
Christine Tonkins Manuden Primary (Acting Head)

Farewell to the following Headteachers who are leaving or moving post:

Linda Chesworth R A Butler Infant and Junior Schools

Sarah Miller Coopersale and Theydon Garnon CE Primary

Jacqueline Richards St John Fisher Catholic Primary

2. WEPHA UPDATE

a) Recruitment and retention survey

The recruitment and retention of staff is always a priority for schools, but local and national reports suggest that recruitment of school leaders and teachers is becoming more and more challenging. EPHA is conducting a survey to help and inform a strategy for Essex and headteachers were asked for their input at the meeting.

It was noted that the EPHA Professional Officer will collate the responses from all four area meetings and will create a report. This information will be shared at the LA/ Headteacher Associations' meeting on Monday 23 November and the report circulated to all EPHA members.

Professional Officer

b) EPHA Annual General Meeting

The AGM took place on 13 October 2015 and was attended by 34 headteachers. Harriet Phelps-Knights was re-elected as EPHA Chair and Nick Hutchings as EPHA Vice-Chair.

It was confirmed that, following approval at the Schools Forum on 14 October, EPHA will be subsidised in the next financial year (2016/17) by top-slicing £320 per school from the primary DSG. This was agreed by primary-phase headteachers at the meetings in June. There will no longer be a need to collect subscriptions from each school and so it was agreed that after this financial year there will no longer be area treasurers or area bank accounts. The EPHA constitution and financial regulations were altered to reflect this change.

The additional funding will enable EPHA to expand the EPHA Manager's role – now titled Professional Officer – and to appoint an Executive Director to represent primary heads in Essex. There have been a number of applications for the role and interviews will take place on 19 November 2015.

The minutes of the AGM can be found on the EPHA website www.essexprimaryheads.co.uk

c) Headteacher wellbeing and support

It was noted that this was a key concern for the Association, which was discussed at length at the AGM. It has been agreed that the EPHA Professional Officer will compile a directory of the range and type of support available to headteachers in Essex. Heads were asked to send their suggestions to Pam for inclusion in the directory.

d) The Autumn 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.

e) Conferences

Headteachers were reminded that the annual Headteachers' conference will be held on Friday 18 March 2016 at Stock Brook Country Club and that the next Deputy Headteachers' conference will be held on Friday 14 October 2016 at the Weston Homes Community Stadium.

The programme and booking form for the Headteachers' conference will be sent to schools in the internal post in January.

5. ANY OTHER BUSINESS

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

Wednesday 2 March 2016 Thursday 16 June 2016

WEPHA Conferences, Manor of Groves

5 February 2016 20 May 2016

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