

## LA /ESSEX PRIMARY HEADS' ASSOCIATION NORTH EAST AREA

WEDNESDAY 12 JUNE 2019

### MEETING SUMMARY: ISSUES AND RECOMMENDATIONS

Agendas and minutes for these meetings available at [www.essexprimaryheads.co.uk](http://www.essexprimaryheads.co.uk)

<b>Attendance List</b>		
<p><b>DISTRICT AND EPHA AGENDA (a.m.)</b> <b>(Notes below)</b> <b>Nick Hutchings, Chair</b></p>	<p><b>Welcome to the following Headteachers:</b> Dave Ashley Cherry Curle Lisa Frith-Sly Jackie Irwin Karen Jones Nicky Sirrett</p> <p><b>Farewell to the following Headteachers:</b> Dave Ashley Lehla Abbott Sinead Harper Sally Leung Mark Millbourne Stephanie Newland Sam Norfolk Lorraine Ratcliffe Rita Tingle</p>	<p>Mistley Norman Primary (Interim) Engaines Primary (Acting) Camulos Academy (Acting) Stanway Fiveways Primary Great Clacton Juniors Alton Park Juniors (Interim)</p>
<p><b>NEEPHA meeting and AGM</b> <b>Election of Officers and Local Delivery</b> <b>Group representatives</b></p>	<p><b>Chair</b> <b>Vice-Chair</b> <b>Treasurer</b></p> <p><b>Colchester West</b> <b>Colchester East</b> <b>Colchester South</b> <b>Tendring Mid</b> <b>Tendring North</b></p> <p><b>Tendring South</b> <b>Harwich &amp; Dovercourt</b></p>	<p>Nick Hutchings (Hamilton Primary) Richard Potter (Home Farm Primary) Bridget Harris (St Thomas More's Catholic Primary) Nick Hutchings (Hamilton Primary) Paula Pemberton (Hazelmere Infants) Suzy Ryan (Fingringhoe Primary) Ian MacDonald (Elmstead Primary) Donna Parker (Ardleigh St Mary's CE Primary) Sue Bardetti (Holland Haven Primary) Liz Bartholomew (The Mayflower Primary)</p>
<p><b>Funding campaign</b> <b>Introduction to Mental Health</b> <b>Awareness for Head Teachers</b></p>	<p>Alan Garnett, North Primary Julie Temple, Birkett Long LLP</p>	
<p>p 2 -8</p>	<p><b>AREA AGENDA</b> <b>Updates on:</b></p> <ul style="list-style-type: none"> <li>• SEND Organisational Design</li> <li>• Safeguarding – lessons learnt from recent Ofsted inspections</li> <li>• Excellence in Essex – Review linked to School Improvement System</li> <li>• Education Traded Data Package</li> <li>• Elective Home Education/Flexi-Schooling Guidance</li> <li>• Headteacher well-being and support</li> <li>• Sale of EES</li> </ul>	<p>Clare Kershaw, Director of Education</p>
<p>p 8 - 10</p>	<p><b>Improving reading project- phonics</b></p>	<p>Natalie Banthorpe</p>
<p>p 11</p>	<p><b>Cross-phase partnership working</b></p>	<p>Bridget Harris, Jo Santinelli</p>

p 11 - 12	<b>Essex Music Service</b>	Charly Richardson
p 12 - 17	<b>Understanding the demands of the exclusion process</b>	James Hutchon, ELS
p 17	<b>Key dates</b>	<p><b>NORTH EAST meetings with the Local Authority officers 2019/20 -at Colchester Football Stadium</b>          Wednesday 13 November 2019          Wednesday 4 March 2020          Wednesday 10 June 2020</p> <p><b>Deputy Headteachers' Annual Conference 2019</b>          Friday 4 October 2019     Colchester Football Stadium</p> <p><b>Headteachers' Annual Conference 2020</b>          Friday 20 March 2020     Stock Brook Country Club, Nr Billericay</p>
<p>*Page numbers refer to the full minutes (posted on the EPHA website) of the Summer term Area meetings with LA Officers and Headteachers.</p>		

**LA /ESSEX PRIMARY HEADS' ASSOCIATION NORTH EAST AREA**  
**DISTRICT AND AREA MEETING**  
**WEDNESDAY 12 JUNE 2019**  
**ATTENDANCE**

**Present**

Dave Ashley	Mistley Norman CE Primary
Sue Bardetti	Holland Haven Primary
Liz Bartholomew	The Mayflower Primary
Natasha Bennett	Two Villages Primary
Simon Billings	St John Green's Primary
Suzie Bliss	Walton-on-the-Naze Primary
Charlotte Booth-Rylett	Kirby Primary Academy
Gavin Bradley	White Hall Academy
Moira Breeze	St Clare's Catholic Primary
Toby Bull	The Bishop William Ward CE Primary
Gail Burns	St Michael's Primary & Nursery
Tracey Caffull	Great Bentley Primary/Frinton
Alex Candler	Lexden Primary
Tracy Cooke	Great Bentley Primary
Brian Combes	Stanway Primary
Lisa Corby	Iceni Academy
Ruth Cornell	Kings Ford Infants & Nursery
Cherry Curle	Engaines Primary
Ceri Daniels	Holy Trinity, Eight Ash Green
Elizabeth Drake	Kingswode Hoe School
Sarah Dukelow	Alresford Primary
Ellie Eames	White Hall Academy
Diane Fawcett	St Andrew's CE Primary, Weeley
Belinda Fellows	St James CE Primary
Donna Gaffney	Layer-de-la-Haye Primary
Alan Garnett	North Primary & Nursery
James Gough	Cherry Tree Primary
Debbie Griggs	Myland Primary
Jackie Halliday	Messing School
Bridget Harris	St Thomas More's Catholic Primary
Rick Cranfield	Heathlands CE Primary
Abbie Fairbairn	Lawford CE Primary
Claire Holmes	Monkwick Infants & Nursery
Julia Hunt	Brightlingsea Infants & Juniors
Nick Hutchings	N East Chair/ Hamilton Primary
Julie Ingram	Chappell CE Primary
Jackie Irwin	Stanway Fiveways Primary
Chris Joy	Hamford Primary Academy
Becky Keitch	St George's CE Primary, Gt Bromley
Marie Kelly	St Teresa's Catholic Primary
Laura Khine	Boxted St Peter's CE Primary

**LA Officers**

Clare Kershaw	Director of Education
Ros Somerville	Head of SEND North East
Kerry McGrory	SE Partner (North East)
Jo Barclay	Schools Safeguarding Manager
Lee Bailey	NE Lead for Partnership Delivery
Sue Thomas	Attendance Specialist Team
Jeni Noakes	Attendance Specialist Team

Sally Leung	Montgomery Infants & Nursery
Alison Grigg	Broomgrove Infants
David Larner	Dedham CE Primary
Susan Locke	Milldene Primary
Maria Luck-Davies	Bradfield Primary
Rebecca McCutcheon	Monkwick Juniors
Andrew Macdonald	Langham Primary

Ian MacDonald	Elmstead Primary
Becky Maguire	St Joseph's Catholic Primary
Joanna Marshall	Tendring Primary
Carl Messer	St George's New Town Juniors
Mark Millbourne	All Saints Primary, Dovercourt
David Milligan	Gosbecks Primary
Martin Moriarty	Tiptree Heath Primary
Matthew Moseley	Holland Park Primary
James Newell	Wix and Wrabness Primary
Stephanie Newland	Rolph CE Primary
Claire Newson	Parsons Heath CE Primary
Donna Parker	Ardleigh St Mary's Primary
Nicky Patrick	Spring Meadow Primary
Paula Pemberton	Hazelmere Juniors
Joanna Pointing-Newitt	Willow Brook Primary
Richard Potter	Home Farm Primary
Lorraine Ratcliffe	Rolph/Weeley St Andrew's
Suzy Ryan	Fingringhoe Primary
Clare Sampson	Roach Vale Primary
Leesa Sharpe	Broomgrove Juniors
Susan Shipp	Friars Grove Primary
Darren Smith	Brinkley Grove Primary
Steven Turnbull	Hazelmere Infants & Nursery
Angela Vicarey	St George's Infants
Simon Wall	Lexden Springs School
Clare Woodward	Queen Boudica Primary
Michelle Wright	Montgomery Juniors
Tania Wright	Mersea Island School

**In Attendance**

Pam Langmead	EPHA Professional Officer
Bridgett Gough	St Andrew's, Halstead
Emma Flin	St Andrew's, Great Yeldham
James Hutcheon	ELS
Natasha Taylor	ELS
Natalie Banthorpe	
Julie Temple	Birkett Long LLP

**Apologies**

Samantha Norfolk	Alton Park Juniors
Nicola Sirett	Alton Park Juniors

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

## NORTH EAST EPHA AREA MEETING MINUTES 12 June 2019

### 1. WELCOME

Nick Hutchings, the North East Area Chair welcomed headteachers to the meeting. He asked everyone to complete the evaluation form, which is used to help EPHA shape future meetings, to ensure that they are useful and positive for headteachers.

#### Welcome to the following Headteachers:

Dave Ashley	Mistley Norman Primary (Interim)
Cherry Curle	Engaines Primary (Acting)
Lisa Frith-Sly	Camulos Academy (Acting)
Jackie Irwin	Stanway Fiveways Primary
Karen Jones	Great Clacton Juniors
Nicky Sirrett	Alton Park Juniors (Interim)

#### Farewell to the following Headteachers:

Dave Ashley	Mistley Norman Primary
Lehla Abbott	St George's Infant School
Sinead Harper	Unity Primary Academy
Sally Leung	Montgomery Infants
Mark Millbourne	All Saints Primary, Harwich
Stephanie Newland	Rolph CE Primary
Sam Norfolk	Alton Park Juniors
Lorraine Ratcliffe	Rolph CE Primary/St Andrew's Weeley
Rita Tingle	Prettygate Infants and Juniors

### 2. NORTH EAST EPHA ANNUAL GENERAL MEETING

#### a) CHAIR'S REPORT

Nick Hutchings, Chair of North East EPHA, gave the following report.

#### Review of the year

Are we nearly there yet?!

A common chorus sung by millions of children on car journeys and thousands of Headteachers as the summer term comes to a close.

What a year we have all had.

I am constantly amazed at how we model resilience to staff and each other, absorbing the budget cuts, dealing with horrific social care cases, fighting for the rights of staff and children and trying to ensure children get the best educational outcomes possible.

This year has seen significant changes in Local Government Pay, pension contributions for teachers, budget cuts, a consultation on a new Ofsted Framework and the 'pushing' of a skills based curriculum. We are all beginning to use the '3 I's' in discussion with each other and colleagues at school and the Local Authority has undergone another restructuring, and who can forget the staff sickness insurance issues!!! Anyone know what is happening with EES for Schools?!!!!

EPHA has tried its best to represent heads views to the Local Authority at a staggering number of meetings ranging from Schools Forum to the Broadband Subgroup. Your Executive Members give their time, energy and passion to ensure that your views are heard at the highest levels. As such I would invite the Exec members to stand up and take a rapturous applause from your colleagues for this year's work.

I must also take this opportunity to thank Pam for her tireless work on all our behalves. The workload involved in just the Deputy Head and Headteacher Conferences each year is staggering and the quality of these 2 events matches something on a national scale. She spends hours in, sometimes pointless meetings, minute taking, providing baked goods and generally throwing in common sense on some of the more bazaar suggestions. You are the 'Google' of Essex and the 23 Headteacher Briefings you run each term are a lifeline for most heads. EPHA would not survive without you. I am sure I speak on everyone's behalf here that you are brilliant. So... thank you!

### **What is to come?**

This year I don't have a clue!

I guess we will have a new Government, which will mean yet another new Education Secretary. We might have solved Brexit which may mean the Government concentrating on schools and providing a better funding package. We may have the national funding formula! We will all be sorting out our own broadband link and I am sure the SLIS networks will grow from strength to strength.

### **My thoughts**

Once again, I would like to thank you all for the job you undertake. I know we all signed up for it, but sometimes it can all just get too much.

Our strength is in numbers. For too long we have had an attitude of 'make do and mend', we should demand better conditions for leadership in school. We should project that the role of a Head is challenging, but enjoyable and we should revel in the job of creating new leaders to continue the excellent education offering in the North East of Essex.

A lone voice is very hard to hear, whereas 103 voices are quite loud!!

We should be mindful of our colleagues and be open about when times are tough and ask for support. We should all take time to reflect during the working week - it is ok to have a working from home day!

I wish you all a brilliant summer holiday when it comes. Enjoy the time with friends and family and thank you all for your support again this year and allowing me to chair a passionate group of heads. Thank you.

Sue Bardetti thanked Nick for his inspiring and heartfelt report, and for his work as an exceptional Chair of North East EPHA.

## **b) ELECTION OF OFFICERS AND LOCAL DELIVERY GROUP REPRESENTATIVES**

<b>Chair</b>	Nick Hutchings (Hamilton Primary)
<b>Vice-Chair</b>	Richard Potter (Home Farm Primary)
<b>Treasurer</b>	Bridget Harris (St Thomas More's Catholic Primary)
<b>Colchester West</b>	Nick Hutchings (Hamilton Primary)
<b>Colchester East</b>	Paula Pemberton (Hazelmere Infants)
<b>Colchester South</b>	Suzy Ryan (Fingringhoe Primary)
<b>Tendring Mid</b>	Ian MacDonald (Elmstead Primary)
<b>Tendring North</b>	Donna Parker (Ardleigh St Mary's CE Primary)
<b>Tendring South</b>	Sue Bardetti (Holland Haven Primary)
<b>Harwich &amp; Dovercourt</b>	Liz Bartholomew (The Mayflower Primary)

The officers and Local Delivery Group representatives were thanked for the hard work that they do on behalf of headteachers in the North East Area and for agreeing to continue in their roles or taking on new positions.

- c) **The Summer term EPHA newsletter**, including dates for the 2019/20 school year, was circulated to headteachers at the meeting -these can also be found on the Newsletter page of the EPHA website [www.essexprimaryheads.co.uk](http://www.essexprimaryheads.co.uk).
- d) **EPHA Annual Subscription**  
Funding for EPHA will 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.
- e) **Conferences**  
Headteachers were reminded that the Deputy Headteachers’ conference will be held on Friday 4 October 2019 at the Weston Homes Community Stadium (key note speakers Chris Quigley and Adam Kay) and next year’s annual Headteachers’ conference will be held on Friday 20 March 2020 at Stock Brook Country Club.  
The programme and booking form for the Deputy Conference will be posted to schools at the end of June.
- f) **Seven-minute staff meetings**  
The Professional Officer reminded headteachers about the EPHA Seven-minute staff meetings published on the association website. The latest ones that have been produced are:
- The new Ofsted inspection framework; and
  - County Lines.
- <https://essexprimaryheads.co.uk/info-and-documents/seven-minute-staff-meetings/>

### 3. NORTH EAST ESSEX SCHOOL FUNDING CAMPAIGN

Alan Garnett reminded headteachers that governors had attended a meeting with MPs recently to discuss their concerns about school funding. It was **AGREED** that he will send the minutes of the meeting out to all North East schools (via the EPHA Professional Officer) and suggested that all schools should include the item for discussion at a governor meeting.

### 4. INTRODUCTION TO MENTAL HEALTH AWARENESS FOR HEAD TEACHERS

Julie Temple explained that she is a Partner at Birkett Long LLP. The aim of the session was to raise awareness of mental health in the workplace, recognising the symptoms of mental health and sharing best practice in how to deal with employees with mental health issues.

The World Health Organisation defines mental health as

“A state of wellbeing in which every individual realises his or her own potential, can cope with the normal stresses of life, can work productively and fruitfully, and is able to make a contribution to her or his community”.

Examples of mental ill-health include:

- Depression
- Anxiety
- Stress
- Schizophrenia
- Personality disorders

Some possible triggers may include:

- Pressure at work
- Longer hours
- Low levels of control
- Poor support

- Poor communication
- Financial pressures
- Relationship problems
- Moving house

#### Recognising symptoms

People with a mental health diagnosis who are healthy and performing well	People with a diagnosis who are unwell
People with no diagnosis who are well	People with no diagnosis but who are very unwell and may not even realise it

#### Physical symptoms can include:

- Fatigue
- Indigestion or upset stomach
- Headaches
- Appetite and weight changes
- Joint and back pain
- Changes in sleep patterns
- Changes in speech
- Sweating or feeling cold

#### Psychological symptoms can include:

- Mood changes
- Indecision
- Changes in personality – motivation, humour
- Distraction or confusion
- Lapses in memory
- Difficulty relaxing

#### Behavioural symptoms can include:

##### Increased smoking, drinking, drugs

- Withdrawal
- Irritability, anger, aggression
- Over-excitement
- Restlessness
- Lateness, leaving early or extended lunches
- Increased sickness absence
- Uncharacteristic errors
- Uncharacteristic problems with colleagues

#### Barriers (roadblocks) to intervention

<b>Individual</b>	<b>Manager/organisation</b>
<b>They don't know</b>	<b>Lack of awareness, understanding and confidence</b>
<b>Stigma</b>	<b>Not my problem!</b>

<b>Fear:</b> <b>discrimination</b> <b>impact on career repercussions at home</b>	<b>Fear:</b> <b>considered responsible</b> <b>Getting it wrong</b> <b>Legal consequences</b>
<b>Shhhhhh!</b>	

MFHA Line Managers' Resource, 2016

“create a climate where people feel confident to talk openly about the problems they are experiencing and trust [the school will] do the right thing by them”

<b>Individual</b>	<b>Manager/organisation</b>
<b>They don't know</b>	<b>Lack of awareness, understanding and confidence</b>
<b>Stigma</b>	
<b>Fear:</b> <b>discrimination</b> <b>impact on career repercussions at home</b>	<b>Fear:</b> <b>considered responsible</b> <b>Getting it wrong</b> <b>Legal consequences</b>
<b>Talk openly</b>	

**Why it matters**

- One in four people experience a mental health issue per year
- 1 in 5 to 1 in 6 adults are suffering from a mental health issue at any given time
- 1 in 5 take time off for stress
- But** 90% feel unable to be honest about it
- 49% feel uncomfortable talking to employer about their mental health
- 9 in 10 who experience mental ill health experience stigma and discrimination

Around 70 million working days lost to mental ill health per year  
 This costs between £70bn and £100bn per year

Best practice MHFAEngland.org



**Contact Julie Temple**  
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5. **FUTURE DATES**  
**NORTH EAST meetings with the Local Authority officers 2019/20 -at Colchester Football Stadium**  
Wednesday 13 November 2019  
Wednesday 4 March 2020  
Wednesday 10 June 2020
- Deputy Headteachers' Annual Conference 2019**  
Friday 4 October 2019 Colchester Football Stadium
- Headteachers' Annual Conference 2020**  
Friday 20 March 2020 Stock Brook Country Club, Nr Billericay