

## LA /ESSEX PRIMARY HEADS' ASSOCIATION SOUTH AREA

**THURSDAY 8 NOVEMBER 2018**

### MEETING SUMMARY: ISSUES AND RECOMMENDATIONS

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

	Attendance List	
	<b>DISTRICT AND EPHA AGENDA (a.m.)</b> <b>(Notes below)</b> <b>Nicky Barrand, Chair</b>  <b>SEPHA meeting</b> <b>Introduction of the Colleague Supporter programme</b> <b>Studybugs</b>	<b>Welcome to the following Headteachers who are new or in new posts:</b> Liz Benjeddi                      Doddinghurst Juniors (Executive head) Richard Green/Gary Soars      William Read Primary (Acting) Andy Gowland                      Doddinghurst Juniors (Acting) Terry Flitman                      Wickford Primary (Newly amalgamated) Veronica Wallace Kingswood Primary <b>Farewell to the following Headteachers:</b> Jackie Avis                      Doddinghurst Juniors Nikki Kadwill                      Jotmans hall Primary Paula Masters                      Holly Tree Primary  Nicky Barrand and Pam Langmead  Natalie Williams
p 2 -13	<b>AREA AGENDA</b> <b>Updates on:</b> <ul style="list-style-type: none"> <li>• Headline data from 2018</li> <li>• Education team restructure, including attendance and education access</li> <li>• SEND Strategy and capital programme update</li> <li>• Progress of the sale of EES</li> <li>• School meals advisory service</li> <li>• Small Schools conference</li> <li>• FFT training</li> <li>• 2019 Essex Teaching Awards</li> </ul>	Clare Kershaw, Director of Education Lisa Fergus, South Assistant Director Maz Norman, Head of Education and Early Years, South
p 13	<b>Kids Inspire</b>	Vicky Haylock and Sue Bell
p 14 -15	<b>Recruitment and retention strategy group update</b>	Pam Langmead
p 15-20	<b>HR update</b>	Tula Smith, HR for Schools
p 20	<b>Academy moderation</b>	
p 21	<b>Key dates</b>	<b>SOUTH meetings with the Local Authority officers 2018/19 -at the Holiday Inn Basildon</b> Thursday 7 March 2019 Thursday 13 June 2019 <b>Headteachers' Annual Conference 2019</b> Friday 22 March 2019              Stock Brook Country Club, Nr Billericay <b>Deputy Headteachers' Annual Conference 2019</b> Friday 4 October 2019              Weston Homes Community Stadium

\*Page numbers refer to the full minutes (posted on the website) of the autumn term Area meetings with LA Officers and Headteachers.

**LA /ESSEX PRIMARY HEADS' ASSOCIATION SOUTH AREA  
DISTRICT AND AREA MEETING  
Thursday 8 November 2018  
Attendance**

**Present**

**Basildon/Billericay/Wickford**

Nicky Barrand	Cherry Tree Primary
Elizabeth Benjeddi	South Green Juniors
Sharon Branch	Sunnymede Juniors
Luke Bulpett	Brightside Primary
Nicola Coggin	Briscoe Primary
Lyn Corderoy	Grange Primary
Tracy Dennis	Ryedene Primary
Melissa Eades	Sunnymede Infants
Jo Farrow	Greensted Infants & Nursery
Kerry Greary	The Phoenix Primary
Suzanne Haskins	Buttsbury Infants
Jenny McCutcheon	Fairhouse Primary
Lucy Mitchell	North Crescent Primary
Harriet Phelps-Knights	Janet Duke Primary
Damian Pye	Great Berry Primary
Angela Russell	St Anne Line Catholic Infants
Angela Savill	Bardfield Primary
Veronica Wallace	Kingswood Primary
Jane Young	Northlands Primary

**In Attendance**

Pam Langmead	EPHA Professional Officer
Peter Edlin	Downham CE Primary
Jayne Adams	Rettendon Primary
Alina Clay	Stock CE Primary
Crystal Wiggs	Parkwood Academy
Simon Harbrow	SEAT
Kelly Stock	Burnham-on-Crouch Primary
Sophia Pardalis	Limes Farm Juniors

**LA Officers**

Clare Kershaw	Director of Education
Lisa Fergus	Assistant Director, South
Kerry Howard	Head of SEND, South
Maz Norman	Head of EY and Education, South

**Rochford/Rayleigh/Castle Point/Canvey Island**

John Archer	Westwood Academy
Dominic Carver	South Benfleet Primary
Sue Clarke	Barling Magna Primary
Emma Dawson	Thundersley Primary
Richard Green	Grove Wood Primary
Robin Goodier	Holt Farm Infants
Helen King	Kents Hill Infants
Ann Matthews	Canvey Island Infants
Glenn Moore	Hadleigh Juniors
Hayley O'Dea	Great Wakering Primary
Shane Owen	Rochford Primary
Lorna Pigram	St Nicholas/Canewdon Primaries
Sam Proctor	Hadleigh Infants & Nursery
Kath Sansom	Wyburns Primary
Gary Soars	Edward Francis Primary
Catherine Stalham	Winter Gardens Primary
Anne Marie Taylor	St Katherine's CE Primary
Dave Walton	Woodham Ley Primary

**Brentwood**

Clare Branton	Willowbrook Primary
Andrea Farrant	Blackmore Primary
Andy Gowland	Doddinghurst Juniors
Wayne Harris	Long Ridings Primary
Shelagh Harvey	Ingatstone Infants
Caroline L'Estrange	St Thomas of Canterbury
Nina Mackay	Kelvedon Hatch Primary
Dean Moran	St Thomas of Canterbury Priamry
Paula Masters	Holly Tree Primary
Ingrid Nicholson	Doddinghurst Infants
Matt O'Grady	West Horndon Primary
Louise Putt	Bentley St Pauls CE Primary
Bernadette Rossiter	St Joseph the Worker CP

**LA Officers**

Tula Smith	Schools HR
Robin Taverner	School Effectiveness Partner
Karla Martin	School Effectiveness Partner

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.

## SOUTH EPHA AREA MEETING MINUTES 8 November 2018

### 1. WELCOME

Nicky Barrand, the South Chair welcomed headteachers to the meeting.

#### **Welcome to the following Headteachers who are new or in posts:**

Liz Benjeddi	Doddinghurst Juniors (Executive head)
Richard Green/Gary Soars	William Read Primary (Acting)
Andy Gowland	Doddinghurst Juniors (Acting)
Terry Flitman	Wickford Primary (Newly amalgamated)
Veronica Wallace	Kingswood Primary

#### **Farewell to the following Headteachers:**

Jackie Avis	Doddinghurst Juniors
Nikki Kadwill	Jotmans hall Primary
Paula Masters	Holly Tree Primary

### 2. SOUTH EPHA UPDATE

- a) **The Autumn term EPHA newsletter**, including the remaining meeting dates for the 2018/19 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).

b) **EPHA Annual General Meeting**

The EPHA Annual General Meeting took place on 11 October 2018 and the following headteachers were elected as county officers for the coming year:

- Harriet Phelps-Knights Chair
- Nick Hutchings Vice-Chair
- Dawn Baker Executive Treasurer

The full Executive membership list, minutes of the AGM and the Constitution and Financial Regulations are available on the EPHA website. [www.essexprimaryheads.co.uk](http://www.essexprimaryheads.co.uk)

c) **Conferences**

Headteachers were reminded that the Headteachers' conference will be held on Friday 22 March 2019 at Stock Brook Country Club (key note speakers Sir Robert Winston, Mick Waters and Adam Kay) and next year's annual Deputy Headteachers' conference will be held on Friday 4 October 2019 at Weston Homes Community Stadium.

The programme and booking form for the Headteachers Conference will be posted to schools at the end of January.

d) **Virgincare/Barnados – 3-year Strategic Plan for School Aged Children Essex Child and Family Well-being Service 2018-2021**

The Professional Officer noted the publication of this document, which sets out the delivery model for the service in the next three years. The area director, Nicki Lee, will be invited to the spring term meeting to hear feedback from heads about their experience of the service in their schools.

e) **EWHMS consultation**

Headteachers were reminded that an independent review of the EWHMS service is taking place, and they were asked to contribute to the online survey or attend one of the workshops taking place across the county.

**f) Colleague Support programme**

The EPHA Executive has been considering the idea of introducing a mentoring system for new headteachers in Essex primary schools, and following a discussion at the Annual General Meeting the Professional Officer has developed information about a Colleague Support programme.

This service will be *absolutely free* to new and acting primary, nursery, infant and junior headteachers in Essex. EPHA recognises the importance of supporting new heads in their early days of headship and wants to ensure that every new head feels able to connect with a Colleague Supporter, without having to draw on their school's budget. At the same time, EPHA will remunerate a Colleague Supporter's own school, so that they are able to commit to a professional role knowing that they are contributing financially to their school, as well as benefiting professionally.

It was agreed that the Professional Officer will circulate information about the programme and established headteachers were invited to put themselves forward to act as Colleague Supporters. In the next couple of weeks Pam Langmead will contact new headteachers and "match" them with a Colleague Supporter. The pairs will then follow a programme of visits and telephone calls, designed to ensure that the new headteacher is properly supported in their new role.

**3. STUDYBUGS**

Natalie Williams attended the meeting to present Studybugs, a unique, free service for schools and parents. Working with the NHS and other public health organisations, it helps improve children's health and school attendance. Studybugs helps maintain high attendance by improving children's health. The optional attendance add-on takes things further, freeing up hours every day of staff time, and providing live information and tools to enable staff to be as effective as possible in tackling the underlying causes of pupil absence.

<https://studybugs.com/>

**4. FUTURE DATES**

**SOUTH meetings with the Local Authority officers 2018/19 -at the Holiday Inn Basildon**

Thursday 7 March 2019

Thursday 13 June 2019

**Headteachers' Annual Conference 2019**

Friday 22 March 2019      Stock Brook Country Club, Nr Billericay

**Deputy Headteachers' Annual Conference 2019**

Friday 4 October 2019      Weston Homes Community Stadium