

LA /ESSEX PRIMARY HEADS' ASSOCIATION SOUTH AREA

THURSDAY 14 NOVEMBER 2019

MEETING SUMMARY: ISSUES AND RECOMMENDATIONS

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

Attendance List																									
<p>DISTRICT AND EPHA AGENDA (a.m.) (Notes below) Nicky Barrand, Chair</p> <p>SEPHA meeting</p>	<p>Welcome to the following Headteachers:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Jen Burdett</td> <td style="width: 50%;">Great Wakering Primary (Head of School)</td> </tr> <tr> <td>Russell Davies</td> <td>Doddinghurst Juniors (Interim Head of School)</td> </tr> <tr> <td>Maggie Efenich</td> <td>Grange Primary</td> </tr> <tr> <td>Kelly Hamilton</td> <td>Fairhouse Primary</td> </tr> <tr> <td>Simon Holliday</td> <td>Castledon School (since April)</td> </tr> <tr> <td>Gill Marrion</td> <td>Kelvedon Hatch Primary (Interim)</td> </tr> <tr> <td>Catherine Morris</td> <td>St Helen's Catholic Infant School (Acting)</td> </tr> <tr> <td>Lisa Patient</td> <td>Noak Bridge Primary (Acting)</td> </tr> <tr> <td>Rachel Robinson</td> <td>Merrylands Primary</td> </tr> <tr> <td>Bradley Saunders</td> <td>Stambridge and Waterman Primary Academies</td> </tr> <tr> <td>Gemma Smith</td> <td>St Margaret's Academy, Bowers Gifford</td> </tr> <tr> <td>Gemma Thurston</td> <td>Kents Hill Infants Academy</td> </tr> </table> <p>Nicky Barrand and Pam Langmead</p>	Jen Burdett	Great Wakering Primary (Head of School)	Russell Davies	Doddinghurst Juniors (Interim Head of School)	Maggie Efenich	Grange Primary	Kelly Hamilton	Fairhouse Primary	Simon Holliday	Castledon School (since April)	Gill Marrion	Kelvedon Hatch Primary (Interim)	Catherine Morris	St Helen's Catholic Infant School (Acting)	Lisa Patient	Noak Bridge Primary (Acting)	Rachel Robinson	Merrylands Primary	Bradley Saunders	Stambridge and Waterman Primary Academies	Gemma Smith	St Margaret's Academy, Bowers Gifford	Gemma Thurston	Kents Hill Infants Academy
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p 2 -7	<p>AREA AGENDA Updates on:</p> <ul style="list-style-type: none"> •2019 Outcomes •2019/20 Priorities •SEND Redesign and new ways of working •Pupil Population Growth •2020/21 Funding proposals 																								
p 8 -13	<p>Ofsted Education Inspection Framework</p> <p>Maz Norman</p>																								
p 13-14	<p>Educational Psychologist team seconded to EWHMS</p> <p>Natasha Colley</p>																								
p 15 -16	<p>LINK Programme</p> <p>Clare Burrell and Alfred Bandakpara-Taylor</p>																								
p 16 -17	<p>The Country Trust</p> <p>Sharon Roberts</p>																								
p 17 -18	<p>National Young Carers in School Award</p> <p>Charlotte Bird</p>																								
p 18 -21	<p>Leading for staff wellbeing</p> <p>Mark Solomons</p>																								
p 21 -24	<p>HR Update</p> <p>Nicki Harris</p>																								
p 24	<p>Key dates</p> <p>SOUTH meetings with the Local Authority officers 2019/20 -at the Holiday Inn, Basildon Thursday 5 March 2020 Thursday 11 June 2020</p> <p>Headteachers' Annual Conference 2020 Friday 20 March 2020 Stock Brook Country Club, Nr Billericay</p> <p>Deputy Headteachers' Annual Conference 2019 Friday 2 October 2020 Colchester Football Stadium</p>																								
<p>*Page numbers refer to the full minutes (posted on the EPHA website) of the Autumn term Area meetings with LA Officers and Headteachers.</p>																									

**LA /ESSEX PRIMARY HEADS' ASSOCIATION SOUTH AREA
DISTRICT AND AREA MEETING
Thursday 14 November 2019
Attendance**

Basildon/Billericay/Wickford

Nicky Barrand	Cherry Tree Primary
Sharon Branch	Sunnymede Juniors
Luke Bulpett	Brightside Primary
Terri Chudleigh	Briscoe Primary
Martyn Clarke	Bardfield Primary
Tracy Dennis	Ryedene Primary
Maggie Elfenich	Grange Primary
Jo Farrow	Greensted Infants & Nursery
Jude Gibbon	Ghyllgrove Primary
Kerry Greary	The Phoenix Primary
Annie Griffin	North Crescent Primary
Jenny Haken	Millhouse Primary
Kelly Hamilton	Fairhouse Primary
Nina Kemp	Whitmore Primary
Liz Mulcahy	Felmore Primary
Lisa Patient	Noak Bridge Primary
Penny Pepper	Eversley Primary
Harriet Phelps-Knights	Janet Duke Primary
Rachel Robinson	Merrylands Primary
Gemma Smith	St Margaret's, Bowers
Veronica Wallace	Kingswood Primary
Nathalie Watson	St Anne Line Catholic Juniors

In Attendance

Pam Langmead	EPHA Professional Officer
Sue Crace	Downham Primary
Simon Harbrow	SEAT
Carol Hockridge	Rayleigh Primary
Lisa Short	St Anne Line Catholic Juniors
Sarah Sloper	Rettendon Primary
Kelly Stock	Burnham-on-Crouch Primary
Nicki Harris	Schools HR, Juniper Education
Sharon Roberts	The Country Trust
Mark Solomons	Welbee

LA Officers

Lisa Fergus	Assistant Director, South
Maz Norman	Head of EY and Education, South
Yannick Stupples-Whyley	Senior Finance Partner
Hilary Luckman	School Effectiveness Partner
Vicki Webber	School Effectiveness Partner
Nicky Everett	ECC
Charlotte Bird	Essex Young Carers
Natasha Colley	EP/EMHWS
Clare Burrell	ECC Head of Strategic Commissioning Children and Families
Alfred Bandakpara-Taylor	CCG Senior Commissioning Manager

Rochford/Rayleigh/Castle Point/Canvey Island

John Archer	Westwood Academy
Nicola Bache	Glebe Primary
Jen Burdett	Great Wakering Primary
Sue Clarke	Barling Magna Primary
Richard Green	Grove Wood Primary
Ann Matthews	Canvey Island Infants
Glenn Moore	Hadleigh Juniors
Lou Nelson	Down Hall Primary
Claire Smith	Riverside Primary
Gary Soars	Edward Francis Primary
Catherine Stalham	Winter Gardens Primary
Sarah Warnes	Jotmans Hall Primary

Brentwood

Nera Butcher	Hogarth Primary
Russell Davies	Doddinghurst Juniors
Andrea Farrant	Blackmore Primary
Wayne Harris	Long Ridings Primary
Shelagh Harvey	Ingatestone Infants
Sarah Meacher	Holly Trees Primary
Dean Moran	St Thomas of Canterbury Primary
Catherine Morris	St Helen's Catholic Infants
Ingrid Nicholson	Doddinghurst Infants
James Rogers	Ingrave Johnstone CE Primary
Bernadette Rossiter	St Joseph the Worker CP

Apologies

Clare Kershaw	Director of Education
Karen Tucker	Canvey Juniors

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

SOUTH EPHA AREA MEETING MINUTES 14 November 2019

1. WELCOME

Nicky Barrand, the South Area Chair, welcomed headteachers to the meeting. She asked everyone to complete the evaluation form circulated at the meeting, which is used to help EPHA shape future meetings, to ensure that they are useful and positive for headteachers.

Welcome to the following Headteachers:

Jen Burdett	Great Wakering Primary (Head of School)
Russell Davies	Doddington Juniors (Interim Head of School)
Maggie Elfenich	Grange Primary
Kelly Hamilton	Fairhouse Primary
Simon Holliday	Castledon School (since April)
Gill Marrion	Kelvedon Hatch Primary (Interim)
Catherine Morris	St Helen's Catholic Infant School (Acting)
Lisa Patient	Noak Bridge Primary (Acting)
Rachel Robinson	Merrylands Primary
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Gemma Smith	St Margaret's Academy, Bowers Gifford
Gemma Thurston	Kents Hill Infants Academy

Farewell to the following Headteachers:

Terry Flitman	Wickford Primary
Liz Mulcahy	Felmore Primary

2. SOUTH EPHA MEETING

a) **The Autumn term EPHA newsletter** was circulated to headteachers at the meeting - this can also be found on the Newsletter page of the EPHA website www.essexprimaryheads.co.uk.

b) EPHA Annual General Meeting

The EPHA Annual General Meeting took place on 10 October 2019 and the following headteachers were elected as officers for the coming year:

- Harriet Phelps-Knights Chair
- Nick Hutchings Vice-Chair
- Nicky Barrand Executive Treasurer

They are supported by 31 headteachers across the county, representing their colleagues in different districts.

The full Executive membership list, minutes of the AGM, and the Constitution and Financial Regulations are available on the EPHA website.

c) EPHA Priorities for 2019/20

At the AGM the headteachers who attended discussed the priorities for the Association for the coming year. It was agreed these should include:

- Headteacher well-being, including the continuation of the Colleague Supporter programme, currently supporting around 16 new and acting headteachers, with 35 heads on its directory all committed to sharing their experience and understanding with new colleagues. We are also particularly concerned about school leaders working in the most challenging and vulnerable schools and aim to offer support wherever we can.
- Continuing the delivery of EPHA training, termly briefings, conferences, resources and website updates – most of these are free (or heavily subsidised), recognising the pressure on all school

budgets.

- Working effectively with the other two headteacher associations, ASHE and ESSET, to benefit all of the children and young people in Essex and to present a strong and united front as a large group of schools and academies.
- Lobbying on behalf of schools to ensure that the message about insufficient school funding does not get lost in the current political rhetoric.
- Working with colleagues to develop early intervention, including in pre-schools, with a particular focus on the effective early identification of young children with special educational and learning needs.
- Realising and recognising the prevalence of complex medical conditions in school and working with health professionals to support staff and pupils.
- Continuing our involvement in strategic planning in partnership with the Local Authority - including reacting to schools' ongoing challenges, for example with appropriate training and support.

d) Equality Act training

Following the success of the training on pupil exclusions, led by barrister Tanya Callman, EPHA has organised training on the Equality Act. There are two dates available, Monday 10th February and Monday 16th March. The cost will be £60 per attendee, and EPHA is subsidising this training. To book a place please contact the EPHA Professional Officer at pam@langmead.me.uk

e) School funding consultation

The EPHA Professional Officer explained the approach that the primary headteacher representatives on the Schools Forum had taken when determining a consultation model for the Essex schools finance formula for the next financial year. The Local Authority had stressed that the DfE expected authorities to move toward the National Funding Formula, but Schools Forum members felt strongly that the right formula should be selected, regardless of any political pressure. 9 models were considered by the Finance Review Group (a sub-committee of the Schools Forum). Model 1 was the current formula, but with a higher MFG (minimum funding guarantee), as required by Government next year. Model 9 was the National Funding Formula.

Essex has, for some years, had a greater differential between primary and secondary schools (currently 1:1.31 – the NFF differential is 1:1.27) and a larger lump sum for each schools (currently £150,000, NFF lump sum next year will be £114,000). This lump sum was calculated some 8 years ago as being the minimum basic requirement for any school to operate.

There was some resistance from secondary school Forum representatives around reducing the differential, although that view has not been entirely replicated in some of the consultation responses from secondaries so far. The Local Authority is recommending Model 3 as an affordable compromise formula and, after lengthy discussion, this model was supported by the majority of Schools Forum representatives, including the primary headteachers.

The consultation closes at 11.59 pm on 19th November and all headteachers were encouraged to respond to the consultation. There will be a meeting of the Schools Forum on 27th November and a final decision will be taken on the formula for Essex schools next year.

f) Virtual Schools funding

The South Chair noted that there is funding available to support looked after children in schools, through the Virtual Schools. She referred to an email that she had received with the following information:

The Virtual School Headteacher is seeking to fund a number of projects or interventions by individual or groups of schools to raise the attainment of Essex children in care. Projects can be big or small with the only criteria being that the project must focus on raising the attainment and meeting the learning needs of Essex children in care. Agreement to the funding will be determined on the project

outline, costs and the number of children to benefit from the project.

If you are interested in submitting a bid, please complete and return it to virtual.school@essex.gov.uk by Friday 29th November 2019. If you wish to discuss this further please contact Sharon Halsey (Sharon.halsey@essex.gov.uk or 03330 321200).

g) Essex Schools Broadband

A reminder that Schools Broadband Service will cease on 31st March 2019. This is when the existing contract with DUCL will end and new suppliers will need to take over your broadband service. There won't be an option to extend the existing contract.

The Broadband service team is keen that the schools are aware that, in order for providers to effect any upgrades and changes to the network, they should have made a decision and signed with a new provider by the end of November. This will give new providers a chance to put into place new services and upgrades.

Information has been circulated and the Schools Broadband Pages have been kept up to date with information and FAQ's to support schools. On Monday 2nd November an email was circulated to all affected schools requesting an update on progress and requesting the following:

- Who is the new supplier?
- Who would you like the SB team to liaise with at your school or MAT to make the transition
- Would you like the team's support with transitioning to a new provider?

Please return your responses to [schoolsbbroadband@essex.gov.uk](mailto:schoolsbroadband@essex.gov.uk)

The Broadband team has been made aware that BT have a lead in time for infrastructure changes of up to 100 days which could impact those making a decision post-Christmas. On 18th November we will be taking stock of those schools who have responded to our request for information and making direct contact (telephone) with those who have not as part of our support for schools.

h) Multi-schools Council

The following information was circulated at the meeting about the multi-schools council, forwarded by Kierran Pearce.

What is the multi-school's council?

The multi-school's council is a pupil forum for children from all backgrounds and with all abilities. In simple terms they are a school council meeting but on a bigger scale. They discuss how to break down perceptions towards children with special educational needs and mental health difficulties. The direction of the council is decided upon by the children and we have an agenda which is based on current issues that face children within education.

How does it work?

We hold 3 meetings across the Academic year across 6 strands in Essex. The 6 strands are **Tendring, Colchester, Braintree, Chelmsford, South Essex and West Essex**. Currently we have 154 schools signed up across these 6 strands. For each meeting we invite schools to bring between 5 – 10 young people who could represent their schools (if schools want to bring less than 5 we can be flexible with that too!).

When are the meetings?

We have just completed our first set of meetings across the 6 strands, but the next meetings are on the following dates;

Chelmsford strand – Wednesday 22nd January, Columbus school & College, 10am – 11:30am

Braintree strand – Thursday 23rd January, Notley Green primary, 10am – 11:30am

Tendring strand – Wednesday 29th January, Holland Haven primary, 10am – 11:30am
Colchester strand – Thursday 30th January, St James’s primary, 10am – 11:30am
West Essex strand – Wednesday 5th February, Venue TBC, 10am – 11:30am
South Essex strand – Thursday 6th February, Castledon school & College, 10am – 11:30am

How do I get involved?

You can email mschoolscouncil@gmail.com to join our contact list. I ask for a key contact in each school, this may not be you as I often work with SENCO’s but some headteachers do choose to be the main contact too.

And finally, what if we can’t make the meetings can we still be involved?

Yes! I have a full-time role this year so in addition to our meetings I also offer; Autism awareness class-based sessions, SEND assemblies, Autism awareness training for staff and mental health training for staff. We do also have a mental health resilience programme for children, however that is fully booked until September, we do have a waiting list for September 2020. To enquire/book any sessions please contact mschoolscouncil@gmail.com . **All of this is free!**

3. FUTURE DATES

SOUTH meetings with the Local Authority officers 2019/20 -at the Holiday Inn, Basildon

Thursday 5 March 2020

Thursday 11 June 2020

Headteachers’ Annual Conference 2020

Friday 20 March 2020 Stock Brook Country Club, Nr Billericay

Deputy Headteachers’ Annual Conference 2020

Friday 2 October 2020 Colchester Football Stadium