



We would like to invite you to contact **Governor Services** with news, information or details of events for governors.

Email: governor.services@gloucestershire.gov.uk or phone 01452 425313. Publication dates for future editions can be found in the 'Noticeboard' section below. Chairs are asked to share the contents of this e-bulletin with their governing body.

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Action items

Schools Financial Value Standard (SFVS)

The DfE have now introduced their new Schools Financial Value Standard (SFVS) which is available to schools to use from September 2011.

The SFVS has been designed in conjunction with schools to assist them in managing their finances and to give assurance that they have secure financial management in place. Governing bodies have formal responsibility for the financial management of their schools, and so the standard is primarily aimed at governors.

Maintained schools are required to complete the SFVS once a year. Those schools which never attained FMSiS will be expected to complete and submit the SFVS to their local authority by 31 March 2012. For all other maintained schools, the first run through is required by March 2013. An annual review is required thereafter.

A September 2011 notification to all schools indicating their submission deadline will be sent out by the Schools Finance Team.

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New Child Protection Form - Request for a Service

From 1st August a new Service Request form has been launched. This replaces previous referral forms for Social Care and **must** be used if you need to request a service from Social Care, including a Child Protection service. The form can be found at Appendix 1 within the Designated Child Protection Officer's (DCPO) Handbook (Live) at www.gscb.org.uk/handbook.

The form has been developed by a small multi agency team including representatives from education. It is much shorter than previous versions and is accompanied by guidance notes, a link to which may also be found within the DCPO Handbook. The form includes all of the information that is important to record in order to provide a speedy response and an effective service to children. Could you please ensure that the DCPO within your school is aware of the new form and has a copy of the guidance notes.

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Gloucestershire Online Pupil Survey 2012 - Please sign up

Please sign up for the 2012 Gloucestershire Online Pupil Survey (OPS) for pupils in years 4, 6, 8, 10 and 12. This survey will again be **free** for all schools and academies to take part in. It provides invaluable data for schools to monitor impact and set priority areas for improvement for the health and well being of their pupils. The 2012 survey is a significant milestone as it will be the fourth survey since 2006 and will provide the first data tracking a whole year group from when they were in year 4 through to year 10. This will provide important data showing behaviour change of children from age 8 through to 15 years old. The Lodeseeker Database schools use to interrogate their data is being improved following consultation with schools and will include school summary reports. If you would like to take part please email cerian.price@gloucestershire.gov.uk, providing your name, email, telephone number and which school you are from.

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Shape the future of Children's Centre services Have your say

An opportunity to join a district consultation event to:

- Review Children's Centre service delivery
- Develop a clear commissioning framework and model to ensure improvement in outcomes for children and their families
- Review the funding formula for the allocation of Children's Centre budgets.

A complete list of the District multi-agency events are available on the bulletin board. To reserve a place, please indicate your preferred choice and an alternative second choice on the booking form and return by e-mail to ecsconsultation@gloucestershire.gov.uk by **Monday 12th September 2011**. The programme will be the same at each event. Please note places are limited to two per setting/organisation initially. Further places will be allocated depending on availability.

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Pupil Census

Schools are reminded that the autumn school census takes place on Thursday 6th October 2011, with a deadline for making a return of Thursday 13th October 2011. Secondary schools with sixth forms are reminded that the autumn census will also be collecting Post-16 Learning Aims. For this census we will be collecting data on those students from last year, and for students commencing courses this September. It is crucial that this data is up to date and accurate as the completion of success rate data is vital to inform future funding.

All arrangements for the autumn census, including details on how to access the guidance notes, instructions on how to submit your return and the Additional Data Collection Form, and any regular updates will be posted on the Schoolsnet site: <http://www.gloucestershire.gov.uk/schoolsnet/pupilsensus>

Please remember that paper census packs are no longer issued. Your Additional Data Collection Form will be uploaded onto RM Securenet during week commencing 12th September 2011.

If you have any queries please contact the Data Production and Analysis Team on: 01452 425329 or email: schoolcensus@gloucestershire.gov.uk

Date for diaries: the School Workforce Census takes place on **Thursday 3rd November 2011**.

N.B: If Academies now want to purchase the service they should visit the Traded Services pages of Schoolsnet, and particularly the pages relevant to these services, at the link below (you will need to login to view these pages): ISST Traded Services. For further information, in addition to that provided on the web pages above, please contact Jim Atkinson, Lead Commissioner for Information and Systems, on 01452 425329 or by email at isst@gloucestershire.gov.uk

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[Service Family Fund and Support](#)

The Government has created a New Fund of £12M over the next 4 years (£3M per year) to be paid out to schools and local authorities to 'support state schools catering for significant numbers of service children or children of reservists'. All UK schools, LAs and clusters of schools are invited to submit bids designed to mitigate the impacts of mobility and deployment. Bids need to be submitted by **30th September**. All schools and LAs will soon receive a letter explaining how to submit a bid. Money paid to successful bidders must be spent by the end of the current financial year.

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Workforce information

[Head Teacher Pay](#)

The School Teacher's Pay and Conditions Document 2011 details changes to the calculations for Individual School Range (ISR) from the 1st September 2011, and the limits on head teachers pay. For more information see the FAQs – Individual School Range in the Employment Handbook for further information.

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[£250 Payment for Unqualified Teachers](#)

Under the School Teacher's Pay and Conditions Document 2011, head teachers/governors must arrange for any unqualified teacher who is placed on point 1, 2 or 3 of the unqualified teachers' six-point pay scale with effect from or after 1st September 2011 to receive a sum of £250 payable in 12 monthly instalments with their salary for the academic year 2011/12. Payments must be made to part-time unqualified teachers on a pro rata basis. The teacher's written salary notification should show this as a separate payment (as it has not been consolidated into the pay scale). You should arrange for the payments to cease if the unqualified teacher becomes qualified or if they determine that the unqualified teacher should be paid on point 4, 5 or 6 of the unqualified teachers' pay scale. Please contact the Business Service Centre (BSC) and confirm which teachers require this payment.

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[Agency Worker Regulations](#)

The Agency Worker Regulations come into force from the 1st October 2011 and affect all staff that a school hires via an agency. The new regulations extend the rights of an agency worker. Full information is available in the Agency Worker document on schoolsnet.

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[Fixed Term Contracts](#)

The fixed term contracts policy has been amended to reflect the changes agreed by the School's Forum. These changes affect the redundancy payments due to staff at the end of their fixed term contracts. See the [Fixed Term Contract Policy](#) in the Employment Handbook for further information.

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[Registration of newly qualified teachers \(NQTs\) for Autumn Term 2011:](#)

If you have appointed an NQT who has started their induction at your school this term, please complete and return a NQT registration form by **30th September 2011** which can be downloaded from the NQT website: www.gloucestershire.gov.uk/schoolsnet/nqtforms. This can be returned by post or electronically to: helen.c.owen@gloucestershire.gov.uk. Information on the registration of new NQTs and also the timetable for the return of NQT assessment paperwork to the LA can be downloaded via: www.gloucestershire.gov.uk/schoolsnet/nqtletters. Any queries, please contact Anne Lloyd or Helen Owen on 01452 427228

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NQT Induction Tutor Network Meetings - 20/21/22/23 September 2011:

The meetings are to explore the statutory guidance on the induction for NQTs, to discuss the roles and responsibilities of the Induction Tutor and to share good practice. They are ideal for newly and recently appointed NQT Induction Tutors and other Induction Tutors who would welcome a refresher. A flyer and booking form can be found by accessing: www.gloucestershire.gov.uk/schoolsnet/nqtraining. Please ensure you book as soon as possible and no later than **13th September 2011** via email to Donna Orchard-Haines: QT@gloucestershire.gov.uk or via fax: 01452 427297.

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Teachers' Standards Review:

The Secretary of State has accepted the Review's recommendations that a single set of standards should be introduced to replace the existing QTS and Core standards. The new standards will come into force from 1st September 2012. The Review has now moved into the second phase of its work, and is currently looking at the Post-Threshold, Excellent Teacher and Advanced Skills Teacher standards. The Review has decided to conduct a call for evidence to allow users of the current standards, and other interested parties, to express a view on the purpose of higher-level standards (closing date for receipt of submissions is 5.00 pm on Friday 9th September 2011). Further details can be found on the DfE website at the above link.

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Information items

Vacancy for Headteacher of the Virtual School for Children in Care

Full-time position - L14-20 (£51,614 to £59,808)

Our Virtual School includes every child or young person in care. As the Headteacher, your role will be to raise attainment by raising expectations, challenging schools, working with parents and carers and ensuring effective support from other professionals. If you are dynamic, highly motivated with excellent innovation skills together with substantial experience at senior leadership level within a primary, special or secondary school, then this could be the job for you. Further information about the role can be found on the following link: www.gloucestershire.gov.uk/jobs.

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DfE Guidance on Behaviour and Discipline

The Department for Education has published guidance for schools on how they should deal with behaviour. The DfE website states that this guidance will be used by schools from the start of the new academic year but the guidance will be reviewed after the Education Bill, currently before Parliament, receives Royal Assent in the Autumn term.

Most of the documents on the website are classified as 'Departmental Advice' but two are classified as 'Statutory Guidance':

- [Guidance for Governing bodies on Behaviour and Discipline](#)
- [Dealing with Allegations of Abuse](#)

Gloucestershire LA will be offering schools and Governors advice and support on this guidance very soon.

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New Department for Education advice on health and safety in schools

As reported in July, the Department for Education has issued new health and safety guidance on legal duties and powers for local authorities, head teachers, staff and governing bodies. Safety, Health and Environment (SHE) have reviewed the advice (see the full article on the bulletin board for their conclusions).

The advice is more of a quick user guide than a detailed manual, as it gives no information about how to manage health and safety in schools or when planning visits. It appears that this new advice was written as a political statement against the perception that health and safety is stopping school trips, rather than fact. We believe the principal limiting factors to trips is the lack of classroom cover and the cost of trips on the school and parents, not health and safety.

Schools wishing to obtain a copy of the SHE review paper on the DfE advice or to discuss any of the issues raised should contact: she@gloucestershire.gov.uk or Tel: 01452 425350.

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SEN Green Paper - summary for governors

A summary for governors on the SEN Green Paper has been produced by Karen Iles, SEN Adviser - Closing the Gap and available at the above link.

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[Changes to Careers Education and Guidance](#)

From September 2012 it is expected that the responsibilities for careers education and guidance will change. As part of a move to reduce regulation there will be changes in statutory duties in the forthcoming Education Act with the Secretary of State removing the duty on secondary schools to provide careers education but still expecting it to be delivered as part of what they do in order to prepare their students for the next stage in their learning and careers. There is also an expectation that primary schools will commence careers education towards the end of Key Stage 2.

However, it is expected that secondary schools will have a new duty to secure independent, impartial guidance which has previously been a duty on the local authority. The government is not allocating any additional budgets to schools to fulfil this duty. The local authority will still have a duty to provide for the most vulnerable groups, i.e. those being supported by the new targeted youth service; statemented students, those at risk of dropping out of education and those known to the Youth Offending Service.

The Government will expect schools to provide careers advisers with access to, and information on, students for the purpose of providing effective guidance and to report on destinations to show their progression. Further details can be found in the attached governors' briefing note from the Association for Careers Education & Guidance.

Gloucestershire County Council is working with secondary schools to plan the transition and, if there is sufficient interest, to help schools work together to collectively commission a new service.

For further details please contact Peter Holmes - peter.holmes@gloucestershire.gov.uk

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[Education of Children with a Parent or Close Relative in Prison](#)

Gloucestershire County Council's policy for the Education of Children with a Parent in Prison and associated documents can be accessed via the above link.

This policy, first written in 2002, was reviewed in 2010 with the aims of raising awareness of the needs of children and young people with a parent or close relative in prison; to secure their educational achievement and attendance and to promote social inclusion

The policy review was undertaken following the **Joint Department for Children, Schools and Families/Ministry of Justice Review (2007)** and subsequent national and regional government conferences. This government review found that there is an estimated 160,000 children with a parent in prison in any year. This figure is around two and a half times the number of Looked After Children and over six times the number of children subject to child protection measures.

The policy aims to

- To raise awareness of the needs of the children and young people with a parent in prison
- To secure the educational achievement and attendance of these children and young people
- To ensure positive outcomes for this group of children and young people in line with 'Every Child Matters,' through effective multi-agency working
- To promote social inclusion and equal opportunities of these children and young people
- To promote and share best practice in the support of these children and young people

Action

One of the 'Good Practice' recommendations of the policy was to ask School Governing Bodies to nominate a governor to be responsible to support the designated person in the school, identified by the head teacher, to monitor the interests of children and young people with a parent in prison and young offenders.

Further information is available on the GCC website following the above link or by contacting:

- Jane Clark, Head of Localities - Tel. 01452 427240
- Karen Watson, Partnership Manager - Tel. 01452 426927
- Tim Gisborne, Area Education Officer (Gloucester) - Tel. 01452 328009

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[Middle Leadership Development Programme \(MLDP\)](#)

This programme, run by the NCSL, offers the opportunity for clusters of schools, academies and children's centres to deliver middle leadership development in a way that best meets their needs. If you are interested in exploring this further click on this link.

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[Takeover Day - 11th November 2011](#)

Please support your students to TAKEOVER GLOUCESTERSHIRE. Young people will be given a taste of the world of work, gaining experience of jobs at all levels across the council, schools and other local organisations and businesses. These opportunities include taking on top jobs such as those of Cllr Paul McLain, Deputy Leader of the County Council, and MP Martin Horwood.

It is a real opportunity for young people to take over specific jobs and find out what the jobs are about, and for adults to engage with young people and find out their views and perspective of services. It is a perfect opportunity for organisations/services to get direct feedback and ideas from young people. Download more information on the bulletin board. If you would like to get involved email: glostakeoverday@gloucestershire.gov.uk.

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[Scam Warning](#)

GCC Trading Standards is warning about a trader offering to paint white lines on school car parks and playgrounds. Advice is not to contract with any trader who cold calls or who is not thoroughly researched. The trader may give the impression he is connected to or working for the Council, but this is not the case. They usually quote a low price for the job but the final bill can be many times higher. If you have any suspicions or information about this or any other matter relevant to Trading Standards please contact tradstds@gloucestershire.gov.uk

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What's on Schoolsnet and the Bulletin Board

£650 start up grant and free training for breakfast clubs

UK-wide charity ContinYou develops and supports breakfast clubs in schools. More than £1 million has been invested into their breakfast club programme so far, and the clubs serve over a million breakfasts to children each year in a safe and sociable environment. As part of their new Best Start Breakfast Clubs initiative, supported by Kellogg's, they are offering a wide range of training and support to new and existing breakfast clubs. To find out more, visit www.breakfastclubplus.org.uk.

In particular this term there is free training available on 20th of October in Bristol at Bristol City Football Club for two members of staff from your school. This is a one-day workshop to support the setting up of a new breakfast club. Also your school can apply for a £650 grant towards the cost of setting up your new club. View the letter on the bulletin board at the above link for more details.

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[FareShare of Gloucestershire](#)

The Diocese of Gloucester, GCC Waste Management team, and a number of other groups are working together to form a franchise of FareShare, the national Charity. FareShare saves food from going to landfill and instead gives it to a variety of organisations working locally with vulnerable groups of people. In 2009/10, the food redistributed by FareShare.

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Noticeboard

The Governor Services Team have moved!

Our new address is:

Governor Services, Gloucestershire County Council, Shire Hall, Westgate Street, Gloucester, GL1 2TP

Email: governor.services@gloucestershire.gov.uk

[Contact telephone numbers](#) all remain unchanged but there is a new fax number - 01452 427297.

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Are you ready to recruit a new Head Teacher?

If you think you will need to recruit a new head teacher within the next 6 months then this **FREE** training is essential to:

- prepare the governing body for head teacher recruitment
- find out more about succession planning
- find out more about models of leadership

Date: **Wednesday 5th October 2011**

Venue: The Milestone School, Gloucester, GL2 9EU

Time: 5.00 - 7.30 pm (tea/coffee from 4.30 pm)

To book a place/places please email: governor.services@gloucestershire.gov.uk

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Future publication dates of 'What's Up Gov?'

22nd September 2011

10th November 2011

6th October 2011

24th November 2011

20th October 2011

8th December 2011

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