

GOVERNOR HEADLINES

Welcome to issue #22 of Governor Headlines. This edition includes advice on Headteacher recruitment, terms-of-office for Chairs of Governors and the publishing of an annual governance statement. There are also updates on the September 2019 Suffolk school travel arrangements and eligibility checks for free school meals, as well as information on vaccines, period poverty and childhood obesity. Governor training opportunities are available and you may like to apply for the WIRE Award (Widening Inclusivity in RE), book your place at April's International Festival of Learning or nominate a fellow governor for this years Raising the Bar Awards.

As always, if you have any thoughts or suggestions regarding Governor Headlines please contact governorheadlines@suffolk.gov.uk .

What's New This Month – March 2019

The Knowledge

Please find the latest edition of **The Knowledge** for March 2019 [here](#).

Please note that The Knowledge is a half-termly document and therefore not included in every monthly issue of Governor Headlines.



HT Recruitment

Recruiting a Headteacher – LA Maintained Schools

Recruiting a Headteacher can be an unsettling time for a school and a governing body. Help is at hand from the Headteacher Recruitment team. If you are a LA Maintained School and your Headteacher has resigned you need to contact the Headteacher Recruitment team within the Local Authority as soon as possible – Call Emma Eynon, Project Manager on 01473 263943 or email headships@suffolk.gov.uk

This also applies to any other changes to a Headship position, for example if your Headteacher is absent from school due to illness or is wishing to change their existing contract arrangements it is vital to ring Emma on 01473 263953 to ensure the necessary due diligence is undertaken.

Recruiting a Headteacher – Academies

The Headteacher Recruitment team have an Academies package with a range of options to help you recruit a new Headteacher. For further information on what we can offer, contact Emma Eynon, Project Manager on 01473 263943 or email headships@suffolk.gov.uk

Annual Governance Statements

According to the Roles and Responsibilities Guidance for School Governors it is good practice for governing bodies to publish an annual governance statement explaining how it has fulfilled its responsibilities. This statement could include information on:

- The governance arrangements that are in place including the remit of any committees;
 - The attendance record of individual governors at board and committee meetings; and
 - An assessment of the effectiveness and impact of the board and any committees with details of any particular challenges that have arisen.
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Did You Know?

Recommended Term for Chairs of Governors

Although regulations do not place any restrictions on this, governing bodies should consider carefully how many times they re-elect their Chair of Governors to a new

term-of-office. In some circumstances, a change of Chair may be necessary for the governing body to remain invigorated and forward looking.

The National Governance Association recommend that no individual remains Chair for more than 4 years and that governing bodies should hold yearly Chair elections, rather than waiting for the current incumbent to retire from the role. Governing bodies have the option of re-electing the same person or a replacement after considering what the school needs from the role.

It's understandable that governors might feel uncomfortable standing for election against the current incumbent, or even voting against them, especially given the time they might devote to the role. However, it's important that the election of the Chair is in the best interest of the pupils at the school.

It is also possible to appoint more than one person to share the role of Chair, or similarly the role of Vice-Chair, if the governing body believes this is necessary and in the best interests of the school. However, the governing body would need to ensure that any role-sharing arrangement doesn't lead to a loss of clarity in its leadership.

Updated Guidance on Schools Complaints Procedure

The Department for Education updated their Schools Complaints Procedures: Guidance for Schools document in January 2019. A copy of the guidance, advising in the setting up or reviewing of complaints procedures, can be found [here](#) .

Governors for Schools Webinars

[Governors for Schools](#) run a series of free webinars that you might find useful. Registration on the [website](#) is free and, once registered, you will be sent emails alerting you to the date and time of the webinar session and how to access it. On completion of a webinar you will be issued with a certificate, which can be used as proof of governance training. All past webinars can also be viewed on the website and past topics include 'Handling Concerns and Complaints', 'What Governors need to Know About Teaching, Learning and Assessment' and 'What Governors Need to Know About Disadvantaged Children'.

For further information please click [here](#) .

In Addition to these free webinars, Governors for Schools also run a number of free e-learning courses which can be accessed [here](#).

Suffolk School Travel Changes from September 2019



As you will be aware Suffolk County Council (SCC) is implementing changes to its School Travel Policy from September 2019. We have previously written to all schools and Town and Parish councils with information about the policy changes and how they may affect families in your area.

The opt-in process for those pupils who are eligible for SCC funded school travel for the 2019/2020 school year opens on 1 March 2019 with a deadline of 31 May 2019. SCC will be using various communications channels to

cascade the opt-in message to parents/families.

[Click here to read the full letter from Councillor Gordon Jones, Cabinet Member for Children's Services, Education and Skills](#)

Whole School Eligibility Checks – Free School Meals

The Free School Meal team has been working with Unity Schools Partnership, one of the largest academy trusts in Suffolk, to carry out whole school eligibility checks for free school meals in the trust's schools. The result of this work has been to bring in over £200,000 of additional Pupil Premium funding each year across 18 schools, as well as an additional £81,400 one-off grant from the Department for Education who are awarding £440 per additional child added to the October census in 2019 compared to the October census 2018.

The Director of Education for Unity Schools Partnership had the following to say about the service:

'As with all schools, maximising the income available to us is vital in order to support all our pupils within Unity Schools Partnership. One area we felt was not

representative of the demographic we serve related to the number of pupils registered as eligible for Free School Meals and Pupil Premium funding within our schools. After investigating the reasons why parents hadn't registered, in partnership with the Free School Meals team at Suffolk County Council, we ran an initiative throughout December 2018 and January 2019 across our schools. We have seen on average of 10% of checks resulting in pupils being added to the FSM portal which is a staggering result.

The support, commitment and willingness of the FSM team in removing barriers and taking on the bulk of the clerical work with this initiative has been crucial to the success we have seen. This will benefit our pupils for years to come and we look forward to building on our success to date.'

As this pilot was so successful in securing extra funding for these schools, we would like to roll it out to all schools. The process will involve the school seeking information from parents initially, but as evidenced above, it may be very worthwhile investing this time.

If you are interested in taking part in this scheme, please contact the free school meals team on 01473 260989 or email freeschoolmeals@suffolk.gov.uk and we will send you further information on what you need to do.

We anticipate that this will generate a lot of interest from schools and, therefore, we will process checks on first come, first served basis. We aim to have all whole school eligibility checks completed before the October census providing all the relevant information is received before the end of this academic year. We look forward to hearing from you.

Further information about entitlement to Free School Meals can be found [here](#) or you can contact the Free School Meals team on 0345 6066173 for advice.

MMR Vaccines

As children start their school life it is important that they are up to date with their vaccinations to protect themselves from several contagious and very serious diseases. At school, children mix with large numbers in a confined environment which increases the risk of viruses spreading to others, including staff. Vaccinations build children's immunity to protect against these illnesses, reduce the likelihood of school absences through sickness as well as helping protect others within the school community.

In Suffolk we are working to increase the uptake of the MMR vaccine as well as the pre-school booster so that as many children, staff and families are protected from this disease as possible. We are working with GPs and other healthcare professionals including the School Immunisation Team and are asking schools to help promote the

vaccine as much as possible to provide parents with joined up messaging around the importance of the vaccine.

[Click here to read further](#)

Addressing Period Poverty: Audit of Need

Public Health Suffolk will be contacting Suffolk based primary and secondary schools in the immediate future to establish; the scale of challenge schools face around period poverty, measures in place to address need and gaps. There will be an online survey and opportunity to share good practice.

Period Poverty affects 1 in 10 girls in the UK. Public Health Suffolk is doing a piece of work on addressing the period poverty experienced by school aged students. In the first instance this will be through an audit targeting primary and secondary schools.

Schools are invited to complete an online audit which can be accessed [here](#):

Please circulate this to the appropriate person in your school. Telephone contact will also be made with schools via the Public Health Team to support schools to complete the survey.

The audit is open from 11th February – 18th March.

For more information please contact Karen McCormack, Health Improvement Facilitator: karen.mccormack@suffolk.gov.uk

Childhood Obesity and the OneLife Offer

Reducing Childhood Obesity is a key priority for Suffolk County Council and Public Health are working towards an agreement for a whole system approach to addressing the incidence of overweight and obese children in Suffolk.

Governors are asked to read **the below article** and raise awareness of the issues and services available to children in Suffolk.

Why are we concerned with childhood obesity?

The World Health Organization (WHO) regards childhood obesity as one of the most serious global public health challenges for the 21st century. Children who are overweight are more likely to become obese adults but are also at an increased risk

of developing illnesses in childhood and later in life such as type 2 diabetes. Health is not the only issue; overweight children could also be affected by:

- Low self-esteem
- Teasing or bullying
- Behavioural problems stemming from anxiety or depression
- Avoidance of active play or learning opportunities in school sport and PE
- Missing school for medical appointments or treatment

What is the local picture?

In Suffolk, the National Child Measurement Programme (NCMP) for 2017/18 identified that 11.7% of reception children were overweight and 8.8% obese, compared to Year 6 where 14.3% were overweight and 17.1% obese. Children living in the most deprived areas were more than double that of those living in the least deprived areas for both Reception and Year 6.

How do we measure childhood obesity in Suffolk?

Parents and schools are encouraged to engage with the National Child Weight Measurement Programme (NCMP) which measures a child's height and weight in reception and again in year 6. It is a valuable programme which tells us the progress being made in tackling childhood obesity.

How can we support children and families?

OneLife Suffolk offer FREE fun interactive programmes for children and young people (including their families) aged 2-18 years across the county. A summary of their programmes can be found [here](#) .

They also offer a [Healthy Schools Package](#) which uses a whole school approach to raising attainment and achievement by improving the health and wellbeing of pupils and staff.

Good schools recognise the importance of supporting children's health and wellbeing needs and have done so by participating in the NCMP programme and working with partners such as OneLife Suffolk to deliver programmes that can help establish and support healthy lifestyles in children.

Raising the Bar Awards 2019

Raising the Bar Awards 2019 - nominations are now open!

The award nominations are now open for the Raising the Bar Awards 2019 to find the pupils and students, people, places and projects that are Raising the Bar in education for Suffolk's children and young people.

The awards this year see revised categories and a celebration event at an afternoon tea at Wherstead Park in Ipswich on Wednesday 10th July from 4:30pm.

Nominations across the 13 Raising the Bar award categories include Business Supporting Ambition, Educational Leader & Setting of the Year, Inspirational / Young Achiever of the Year and Excellence in Digital Strategy

Cllr Gordon Jones, Cabinet Member for Education, Skills and Children's Services, said: "I am immensely proud of the Raising the Bar programme and this event. I want to ensure the awards continue to recognise excellence and success in the county, and inspires others to succeed, which is why we have revised our award categories this year."

"The Raising the Bar Awards are a chance to say well done to pupils and students who have really worked hard, overcome barriers or inspired others. It also gives staff the opportunity to say thank you to those working in early years, primary, secondary, post-16 and SEND education who are going the extra mile and who deserve recognition for this."

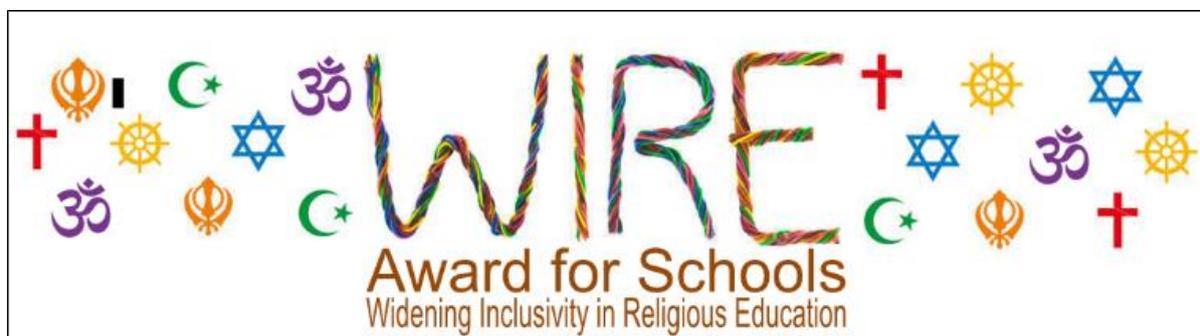
Dave Lee-Allan Chair of Suffolk Association of Secondary Heads (SASH) Headteacher at Stowmarket High School, said: "This is a great opportunity for Suffolk Secondary Schools to celebrate and share the achievements of their students and staff. Raising the Bar is providing the resource for our innovative Peer Review scheme which sees Suffolk Headteachers learning with and from each other in order to make a difference to young people's lives."

Jacqui Frost Executive Officer at Suffolk Primary Heads Association, said: "A number of school leaders have shared how much the nominees and winners of Raising the Bar Awards valued the recognition of their work and had the opportunity to share it with a wider audience."

Raising the Bar nominations are open to all publicly funded educational establishments in Suffolk. Nominations this year must be via an education establishment or partner and can be made by visiting <https://www.smartsurvey.co.uk/s/RaisingTheBarAwards2019/> and completing the nomination form by 5pm on Monday 22 April 2019.



The WIRE Award (Widening Inclusivity in Religious Education)



Free! The WIRE award (Widening Inclusivity in RE)

Suffolk SACRE is pleased to announce the launch of this new award which recognises and rewards the inclusive quality of RE learning opportunities in school. There are just four simple and enjoyable activities to complete within a year, each of which can be evidenced with real ease. Schools can apply annually and receive a certificate validated by SACRE and a WIRE logo for their website and other publications. Great evidence to support both RE and British Values.

Find out more [here](#) .

You may already qualify! [Apply now](#) to be among the first to showcase your work and receive this award.

International Festival of Learning 28th June 2019 at West Suffolk College



28 June - BOOK NOW: Festival of Learning
www.ifleast.org

It may feel early to be thinking about June, but you know how time slips away! We invite you to **save the date** and take advantage of the **best price tickets!** As a partner of the festival, we can offer a 15% discount code for March which is **intospring15**.

[Click here for our growing list of top speakers and session titles](#)

Speakers and thought-leaders include: *Amanda Spielman, Mary Myatt, Andrew Hammond, Chris McFall (Apple), Dr Annie Clements, Darren Henley (CEO, Arts Council) and many more...*

Session examples include...

Wellbeing, Mental Health, Safeguarding, Security, SEND

- PE - is it fit-for-purpose?
- Active in Mind - using activity to improve mental health
- Balancing Wellbeing with Education and Technology
- Fear and Loathing in the digital world: A savage journey into the heart of young people's live online
- The Human Firewall - Cybersecurity for EVERYONE
- Mental Health and Wellbeing with Digital Technologies
- How do we use technology to help SEND?
- *And many more...*

Teaching, coaching and partnerships

- The Blend of Technology and Education in Sweden
- Technology in Sports Coaching
- The Future of Sports Leadership
- Computational Thinking in Early Years
- Work Smarter - Google for Education
- How Parents and Educators change the world: the case for working together
- Shakespeare: Teaching, Language and Leadership
- Apprenticeships and work based learning
- Dual Coding with Teachers
- 'The Thriving Child' - Live from The Royal Opera House
- *And many more...*

Strategic

- Transforming educational establishments into self-organising learning environments
- Upgrading your School
- Peer Review & the Suffolk Learning and Improvement Network
- Developing the digital literacy of staff across an education institution
- The impact of developing as a Thinking School
- Virtual Internships: bringing the workplace experience into the classroom
- Growth Headset: Exploring the use of Virtual Reality and Augmented Reality in schools
- Encouraging and promoting Inclusion
- Future generation education
- Workflow and assessment tools that reduce teachers workload
- Designing a Digital Learning Professional Learning Plan
- Controversies, Concepts and Conversations
- The Keys to Positive Leadership
- Universal Design for Learning - working towards full inclusion
- 1 in 4 Exam Grades Are Wrong. Does This Matter?
- Making Sense of Data
- Technology and HE
- *And many more...*

Visit www.ifleast.org for tickets and more information, and follow / share us on
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