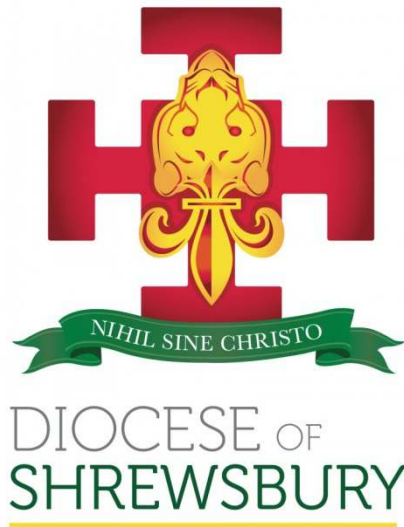


# **Diocese of Shrewsbury**

## **Department of Education**



### **NEWSLETTER**

**Summer Term 2023 No. 2**

Dear Colleague,

### **1. INTRODUCTION**

I hope you had a good mid-term break and are refreshed for the challenges of the new term.

### **2. APPOINTMENT AND CHANGES OF HEADTEACHER**

The following Headteachers will be leaving the service of the Diocese at the end of term:

Siobhan McKay – St Saviour’s Catholic Primary School, Ellesmere Port

Mark Parker – St Clément’s Catholic Primary School Runcorn

Alex Hren – St Paul’s Catholic High School, Wythenshawe

Helen Hilton – St Ambrose Catholic Primary School, Stockport

Emily Cahill – St Philip’s Catholic Primary School, Stockport

We thank them for their service to Catholic education in the Diocese and wish them health and happiness in all their future endeavours.

The following have been appointed as substantive Headteachers:

Natalie Gilligan – All Saints Catholic College, Dukinfield

Clare Hodgkins - St Clément’s Catholic Primary School Runcorn

We wish them every success in their new appointments.

Interim Leadership:

Mike Whiteside – Acting Headteacher St Paul’s Catholic High School, Wythenshawe

Katherine Packham - Acting Headteacher St Thomas More, Crewe

We continue to remember all our Diocesan Headteachers in our prayers and thank God for their continued service and commitment to our Diocese.

### **3. EDUCATION SUPPORT SCHEME**

We are very grateful to all our schools for their continued support for the Diocesan Education Support Scheme and as such we do not intend to make any increase to the base costs, which are as follows:

Primary Schools: £300 for the governing body + £5.50 per pupil

Secondary Schools £300 for the governing body + £6.50 per pupil

However, when the Catholic Schools Inspection Framework was introduced in September 2022, as a consequence of a revised number of days and number of inspections and the nationally agreed payments for inspectors, the cost of inspections now significantly exceeds the grant that is made available from central government.

The Bishops have decided that these costs will have to be passed on to schools and in line with other Dioceses we will be including an **additional annual cost** which will cover the costs of a school's inspection moving forward, rather than a more significant cost in the year of a school's inspection.

Typically, the annual cost towards a school's Denominational Inspection will be:

Small Primary School: £160

Medium Primary School: £320

Large Primary School: £440

Medium Secondary School: £380

Large Secondary School: £600

Whilst we appreciate the significant financial demands being placed on our schools, currently this is the only way in which the new inspection framework can be funded.

#### 4. CPDF PROGRAMME

The following courses are being run over the next few weeks.

All courses are bookable through the Diocesan website by following the link below:

<https://educationshrewsbury.org/formation-development/ed-cpdf-opportunities/book-a-cpdf-course/>

#### **RE Co-ordinator Meeting:**

28<sup>th</sup> June For RE Coordinators and Headteachers – St Columba's Parish Hall

#### **Secondary Deputy & Assistant Headteacher Forums:**

12<sup>th</sup> June Catholic Life & Mission, Day 3 – Ellesmere Port Catholic High School

22<sup>nd</sup> June Quality of Education, Day 3 – St Paul's Catholic High School, Wythenshawe

26<sup>th</sup> June Personal Development, Behaviour & Attitudes, Day 3 – Loreto Grammar, Altrincham

13<sup>th</sup> June **Primary Curriculum Working Party** - St John Henry Newman Parish

14<sup>th</sup> June **COAST Hub 2** Cheshire – Ellesmere Port Catholic High School

14<sup>th</sup> June **Primary ECTs Year 2**– Catholic Social Teaching - virtual

19<sup>th</sup> June **COAST Hub 1** Tameside and South Manchester - St Paul's High School

20<sup>th</sup> June **COAST Hub 3** Wirral and Warrington - Cardinal Newman High School

22<sup>nd</sup> June **New Headteacher Induction** - Park Royal Hotel

27<sup>th</sup> June **Secondary RSE Leads** - St Ambrose College

5<sup>th</sup> July **SHORE** – All Saints Catholic College, Dukinfield

#### **30<sup>th</sup> June**

The celebration of **Holy Mass of Thanksgiving** and **Mini-DASH** with our secondary schools at Holy Angels RC Church, Hale Barns

More information will be sent to schools in the next couple of days.

### **12<sup>th</sup> July at 4.30pm**

The celebration of **Holy Mass to give thanks for this academic year** at Holy Angels RC Church, Hale Barns. Bishop Mark will be presiding. All are welcome.

## **5. PRIMARY PILOT**

Schools signed up to pilot The Vine and the Branches with Y1 and Y3 next year met for their initial meeting on 26<sup>th</sup> May. Further meetings for this term are as follows:

### **Meeting 2      Monday 3<sup>rd</sup> July                      9.30am-3.30pm venue Holy Angels, Hale Barns**

- Review V & B resources
- Plan lessons sequence for Autumn term
- Begin to create resources to support the delivery of V & B

### **Meeting 3      Thursday 13<sup>th</sup> July      3.30-5.00pm                      Virtual**

- Share planning preparation so far for September.
- Identify meeting points for 2023-2024
- Identify opportunities for QA and evaluation of teaching, delivery, and resources.

## **6. GOVERNOR TRAINING DATES 2023/2024**

The programme of governor training for 2023-24 can be found below. We also intend to run our annual Governors' Conference in the Autumn Term, date, and venue to be finalised in the coming weeks.

### **New Governor Induction Training:**

#### Autumn Term 2023

Wednesday 20<sup>th</sup> September      2 – 3.30 pm

Wednesday 20<sup>th</sup> September      6 – 7.30 pm

#### Spring Term 2024

Tuesday 16<sup>th</sup> January                      6 – 7.30 pm

Wednesday 17<sup>th</sup> January                      2 – 3.30 pm

#### Summer Term 2024

Tuesday 30<sup>th</sup> April                              6 – 7.30 pm

Wednesday 1<sup>st</sup> May                              2 – 3.30 pm

### **Future Governor Briefings:**

#### Autumn Term 2023

Tuesday 3<sup>rd</sup> October                              6 – 7.30 pm

Wednesday 4<sup>th</sup> October                              2 – 3.30 pm

Thursday 5<sup>th</sup> October                              6 – 7.30 pm

### Spring Term 2024

Tuesday 30 <sup>th</sup> January	6 – 7.30 pm
Wednesday 31 <sup>st</sup> January	2 – 3.30 pm
Thursday 1 <sup>st</sup> February	6 – 7.30 pm

### Summer Term 2024

Tuesday 14 <sup>th</sup> May	6 – 7.30 pm
Wednesday 15 <sup>th</sup> May	2 – 3.30 pm
Thursday 16 <sup>th</sup> May	6 – 7.30 pm

## 7. ACADEMY STRATEGY DAYS

You will have received a letter from Bishop Mark, just before the half term break, advising the sessions planned for later this term have now been rearranged for the Autumn Term. Details are below and we would ask that as a **minimum** every VA school sends a governor but of course we would welcome headteachers and members of the clergy.

These events will all be held at the Park Royal Hotel, Warrington, from 9.30am until 3.00pm on the following dates:

- **Monday 2<sup>nd</sup> October 2023,**  
Schools entering the **Our Lady Help of Christians Catholic Academy Trust**  
Please book [here](#)
- **Tuesday 3<sup>rd</sup> October 2023,**  
Schools entering the **Corpus Christi Catholic Academy Trust**  
Please book [here](#)
- **Thursday 5<sup>th</sup> October 2023,**  
Schools entering the **Holy Family Catholic Multi Academy Trust**  
Please book [here](#)

## 8. DBS CLEARANCE FOR GOVERNORS

A reminder to all schools that all Governors must have an enhanced DBS **within 21 days** of being appointed. As a school you should ensure that all Governors have a current DBS and we would recommend that the DBS is renewed **every 4 years**.

## 9. RENEWAL OF GOVERNORS' TERM OF OFFICE

All Foundation Governors with expiring terms should now have received paperwork to complete and return to the Diocese by no later than the 23<sup>rd</sup> of June 2023. This is to allow the Education Team time to renew terms and issue certificates and letters, prior to the summer break as we will be operating on minimum staff over the holiday period.

This year, Chairs and Headteachers have already been contacted by the education admin team to request approval for re-appointments, subject to the signed paperwork being received by the Diocese. It is hoped that this will help as many re-appointments as possible, be ready for the start of the new academic year. Thank you to all Heads and Chairs that have responded so far.

Please send governance related emails to the following address:

## 10. CPDF PROVISION 2023-2024

We will be meeting with representatives of DASH and DAPH in the coming weeks to take feedback on our CPDF programme for the current academic year and to inform planning for the academic year 2023 -24. We will be offering a blended approach of virtual and face to face sessions.

## 11. HEADTEACHER ABSENCE

A reminder of the information previously shared with Governors in relation to managing Headteacher absence:

- If the Headteacher is absent from school, then it is the responsibility of the Chair of Governors to notify **both** the Diocese and the LA.
- The Deputy Headteacher will be expected to deputise for a short-term absence.
- If the absence is longer term (trigger will be in the school's sickness absence policy) then the Governors will need to appoint an acting Head.
- The Deputy Headteacher does not have to take on the role of acting Headteacher and the Governors will have to liaise with the Diocese and the LA if an external appointment is going to be made.
- The same sickness absence protocols will need to be followed for the Headteacher as any other member of staff.

## 12. SENIOR APPOINTMENTS

The Diocesan Department of Education **MUST** be involved in Headship, Deputy Headship, Heads of RE and Chaplain appointments. In addition, if Assistant Head posts have a pastoral dimension or are responsible for Catholic ethos, then again, the Diocese must be involved.

The *Bishops' Memorandum on the Appointment of Teachers* also extends Diocesan involvement to all temporary positions, including Executive Headships and Heads of School.

If schools are making **temporary leadership arrangements**, they must also have these approved by the relevant Diocesan officer and gone through an approved recruitment process.

## 13. FAITH REFERENCES

Having made a significant number of senior appointments last term it is timely to remind all colleagues of the Diocesan definition of a practising Catholic. When requesting a faith reference the priest is asked to confirm that the candidate attends weekly Sunday Mass and lives their life in accordance with the teachings of the Church. The priest will be asked to confirm practice for at least twelve months, and this will also apply to those who have recently been received into the Church. Guidance on obtaining a faith reference can be found using the link below:

[Faith References Request Form](#)

[Guidance on obtaining a Faith Reference](#)

## 14. ADMISSIONS

Many thanks to all schools for returning a copy of their 2024-25 Admissions Policy to the Diocese. Schools are asked to ensure that a copy of their 2024-25 policy is made available on their school website with any suggested amendments included.

## 15. NORTH WEST DIOCESES COURSES

The North West Catholic Training Partnership continues to offer bespoke leadership programmes at three levels, middle leader, senior leader and new headteacher. These have proved to be very successful, especially the senior leadership programme that has to date always been oversubscribed. Numbers for the headteacher programme are largely dependent on the number of the headteachers appointed. The numbers of the middle leadership programme have been low this year and although it ran, we cannot afford to run the course at a loss. I would ask you to give serious consideration to supporting all of these courses as we know how important succession planning is for the future of our Catholic schools. We are seeing the number and quality of applications for senior posts increase with many candidates having completed one of these leadership programmes or aspiring to do so. Details of the programmes for the next academic year are available at : [www.nwcdtp.org.uk](http://www.nwcdtp.org.uk)

Best wishes

Damian