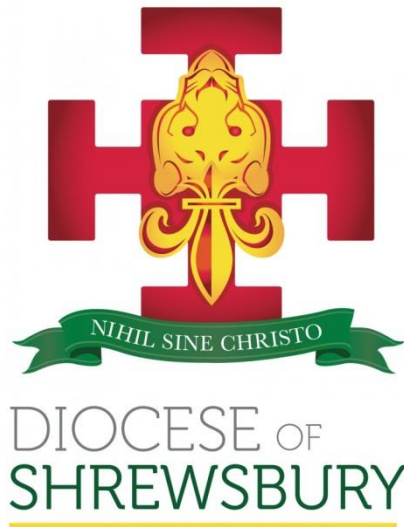


# **Diocese of Shrewsbury**

## **Department of Education**



**Newsletter**

**Autumn Term 2023 No.1**



Dear Colleagues

### 1. INTRODUCTION

I hope that you all managed to get some rest and relaxation with your family and loved ones this Summer, knowing that you will not have managed a total break given all that goes on related to schools during the summer break. I hope that for secondary schools the examinations results days went well and the young people in our schools and colleges gained the results they need for the next stage of their education and training.

As we start the new term, which promises to be as busy as ever, I hope that I get the opportunity to meet many of you at the celebration of Holy Mass for the start of the new term or other Diocesan events.

### 2. CHANGES IN DEPARTMENTAL STAFF

#### Schools' Officers

Richard Woods will support the vast majority of secondary schools in the Diocese as well as some primary schools in Cheshire West.

Carol Morgan will continue to support primary schools in Shropshire, Telford and Wrekin and Warrington.

Rob Hughes will continue to support primary schools in Wirral, Halton and Cheshire East and parts of Cheshire West and Chester.

Jackie Walker will support primary schools in Trafford and Stockport.

Kevin Platt will rejoin the team as a school officer supporting primary schools in Tameside, Manchester and parts of Cheshire West and Chester.

I will support a small number of schools.

A full list of schools' officers by school can be found at the link below:

[School Officers 2023 - 24 revised 19-07-23](#)

### 3. SUPPORT FOR CHAPLAINCY IN SCHOOLS

Richard Woods now takes the strategic lead for Chaplaincy in our schools and Sandy Fairley, Director of the Youth Mission will provide the direct support to school chaplains and co-ordinate the COAST meetings. It is envisaged that Chaplaincy will be one of our development strategies this year and Richard will be working with a group of headteachers to develop this.

#### **4. CHANGES TO HEADTEACHERS**

I would like to extend a very warm welcome to the new Headteachers that have taken up post this term:

Robina Baird	St Saviour's Catholic Primary School, Ellesmere Port
Clare Hogg	Blessed Thomas Holford Catholic College, Altrincham
Michael Glynn	St Ambrose Catholic Primary School, Stockport
Natalie Gilligan	All Saints Catholic College, Dukinfield
Clare Hodgkins	St Clements Catholic Primary School, Runcorn
Peadar McGloughlin	St John Plessington Catholic College, Bebington

We are grateful to the following people who have taken on responsibility as Acting or Executive Heads.

Mike Whiteside	St Paul's Catholic High School, Wythenshawe
Katherine Packham	St Thomas More Catholic High School, Crewe
Natalie Holland	St Philip's Catholic Primary School, Offerton

May we remember these colleagues in our prayers as they take up their new roles.

#### **5. MASS TO CELEBRATE THE BEGINNING OF THE ACADEMIC YEAR 2023-24**

Please do join us as we gather for the celebration of Holy Mass to mark the start of this new academic year. Mass will be celebrated in two different venues:

Tuesday 19 <sup>th</sup> September	St Anthony's, Wythenshawe	4.30 p.m.
Thursday 21 <sup>st</sup> September	St John Henry Newman, Warrington	4.30 p.m.

Refreshments will be available after Mass.

#### **6. UPDATE ON ACADEMIES**

St Joseph's Catholic Primary School, Sale and St Joseph's Catholic Primary School, Stockport, both converted to academies on 1<sup>st</sup> September and have joined the Corpus Christi Catholic Academy Trust

The following schools are in the process of converting to academy status:

St Alban's Wallasey  
Ss Peter & Paul, New Brighton  
St Joseph's Winsford  
St Patrick's Wellington  
Cathedral School, Shrewsbury

The following schools have received stage 1 consent to start consultation on converting to academy status:

Ss Peter and Paul, Telford  
St Luke's, Trench

The rescheduled academy strategy days will take place as follows:

**02/10/2023 Academy Strategy Day:** Our Lady Help of Christians Catholic Academy Trust 9.30 – 3.00 The Park Royal Hotel, Warrington

[Booking Form](#)

**03/10/2023 Academy Strategy Day:** Corpus Christi Catholic Academy Trust 9.30 – 3.00 The Park Royal Hotel, Warrington

[Booking Form](#)

**05/10/2023 Academy Strategy Day:** Holy Family Catholic Multi Academy Trust 9.30 – 3.00 The Park Royal Hotel, Warrington

[Booking Form](#)

It is expected that all VA schools will be represented, particularly governors, as governors will need the information provided to inform their ongoing discussions on the school's conversion to academy status.

Other useful information about academies:

[Statutory Faith Protections for Schools with a Religious Character](#)

[Schools with a Religious Character – Browne Jacobson](#)

## 7. OFSTED

Ofsted has recently revised its handbook for September 2023 and the details can be found by following the link below:

[Summary of changes](#)

Rachel Goodwin will present on the latest developments in relation to Inspection at the Headteacher Briefing on **Wednesday 27<sup>th</sup> September**. In order to book a place please follow the link below:

[Headteacher Briefing Wednesday 27<sup>th</sup> September 23](#)

## PROTECTED CHARACTERISTICS

On 31<sup>st</sup> August, Ofsted provided guidance on how they will now inspect the teaching of protected characteristics in schools – details can be found via the link below:

[Inspecting teaching of protected characteristics](#)

## KCSIE 2023

A reminder that the DfE has published an updated version of the statutory safeguarding and child protection guidance for schools in England, Keeping children safe in education (KCSIE). This came into force on 1 September 2023. Some key updates include:

- clarification around the roles and responsibilities of education staff in relation to filtering and monitoring
- clarification that being absent, as well as missing, from education can be warning sign of a range of safeguarding concerns, including sexual abuse, sexual exploitation or child criminal exploitation
- additional information on online pre-recruitment checks for shortlisted candidates
- information on responding to allegations related to organisations or individuals using school premises.

A list of substantive changes from September 2023 can be found in Appendix F on page 177 of the full document which can be accessed [here](#).

## LENGTH OF THE SCHOOL WEEK

On the 17<sup>th</sup> July, The DfE published its updated non-statutory guidance on the length of the school week. The guidance can be found by following the link below:

<https://www.gov.uk/government/publications/length-of-the-school-week-minimum-expectation>

This is also referenced in paragraph 223 of Ofsted's updated Inspection Handbook.

## 8. GOVERNORS' CONFERENCE

Our Annual Governors' Conference will take place on Saturday November 4th at Blessed Thomas Holford College, Altrincham.

The day will begin with Mass celebrated by Bishop Mark.

Our Keynote Speaker this year is Sister Gemma Simmonds who is a sister of the Congregation of Jesus. An honorary fellow of Durham University and past president of the Catholic Theological Association of Great Britain, she has studied at the universities of Paris, London, Rio de Janeiro and Cambridge, where she undertook a doctorate in theology. After a career in secondary teaching Gemma worked as chaplain in the Universities of Cambridge and London. Returning from study and missionary work among women and street children in Brazil in 1992, she was a volunteer chaplain in Europe's largest women's prison, HMP Holloway, until its closure in 2016. From 2005-2018 she was a senior lecturer in Pastoral Theology at Heythrop College, University of London, teaching and researching in the fields of theology of religious life, Christian spirituality, ecclesiology, and Catholic education. She is a Governor of St Mary's School Cambridge

There will also be a selection of workshops including: A Guide to CSI (Catholic Schools Inspectorate); the new national framework for inspections; Governance in a Multi Academy Trust; National Developments in Religious Education & Catholic Life: Implications for Diocesan Schools;

Diocesan Protocols for Schools and Academies: New guidance from the CES.

## 9. CHAIRS & VICE CHAIRS FORUM

A number of Chairs of Governors have expressed an interest in meeting together with other colleagues face to face, and therefore in response we have established a new Diocesan Chairs and Vice Chairs Forum. Colleagues are invited to attend a termly in person meeting for discussion, collaboration and support which will be hosted at different geographical locations across the Diocese. We anticipate areas of discussion being suggested by both Diocesan representatives and Chairs of Governors with agendas shared in advance. Booking is available via the Diocesan Website.

<https://educationshrewsbury.org/governance/>

To book, please scroll down to **Governor CPDF 23-24** and click on a date.

Autumn Term	22 <sup>nd</sup> November 2023 6.30 – 8.00pm	Blessed Thomas Holford Catholic College, Urban Road, Altrincham, WA15 8HT
Spring Term	20 <sup>th</sup> March 2024 6.30 – 8.00pm	St Wilfrid's Catholic Primary School, Greenbank Lane, Hartford, CW8 1JW
Summer Term	26 <sup>th</sup> June 2024 6.30 – 8.00pm	St Mary of the Angels Primary School, Rossall Grove, Little Sutton, Ellesmere Port, CH66 1NN

## 10. BUILDING A CATHOLIC MULTI ACADEMY TRUST: A DAY OF REFLECTION AND INSPIRATION FOR DIRECTORS AND GOVERNORS OF CMATS

Are you a director or governor in a Catholic multi academy trust, or in a school that's joining a CMAT? Join our conference for an opportunity to consider different ways you can support your CMAT's Catholic life and mission in your role.

**Date: Friday 13th October 2023 Venue: St Margaret Clitherow Centre, Liverpool**

This conference for directors and governors of Catholic Multi Academy Trusts and schools is run by the Catholic Education Service (CES), Caritas Social Action Network (CSAN), and the Catholic Agency for Overseas Development (CAFOD). With an introductory welcome from Joan McCarthy, Director of Education, this enriching day will bring together speakers and experts who will inspire attendees and promote sharing of best practice, fostering supportive networks for the future. Building on the foundation of last year's well received conference, this year's meeting includes a focus on formation in Catholic Social Teaching, and its significance in guiding decision-making within CMATs.

With moments of practical interaction, time to network, and to benefit from sharing diverse experiences with colleagues from different dioceses, attendees can be confident that they will be supported in building a community where: "In every one of their decisions, they [leaders and governors] demonstrate an exemplary commitment to care for our common home, to the pursuit of the common good and to service of those in greatest need." *(CSI Framework, page 38)*

For more information click [here](#)

To register for the conference visit: [bit.ly/CatholicMATsConference](https://bit.ly/CatholicMATsConference)

## 11. CPDF

Our Programme of CPDF has now been finalised and CPDF booklet can be accessed by following the link below:

### [CPDF Programme 2023-24](#)

A new feature of the booklet this year is that in addition to the links to booking forms being on the website they are also embedded in the booklet.

### Key Dates This Term

#### CCRS

14/09/2023: Church Module, Day 1 8.45 – 12.30 St Anthony's Parish Centre, Wythenshawe

14/09/2023: CCRS – In person seminar as part of online learning (Birkenhead): Old Testament Module, Seminar 1 4.45 – 6.15 Our Lady's Presbytery, Birkenhead

16/09/2023: CCRS – In person seminar as part of online learning (Wythenshawe): Old Testament Module, Seminar 1 9.45 – 11.15 St Anthony's Parish Centre, Wythenshawe

21/09/2023: CCRS – Church Module, Day 2 8.45 – 12.30 St Anthony's Parish Centre, Wythenshawe

28/09/2023: Church Module, Day 3 8.45 – 12.30 St Anthony's Parish Centre, Wythenshawe School

05/10/2023: CCRS – In person seminar as part of online learning (Birkenhead): Old Testament Module, Seminar 2 4.45 – 6.15 Our Lady's Presbytery, Birkenhead

7/10/2023: CCRS – In person seminar as part of online learning (Wythenshawe): Old Testament Module, Seminar 2 9.45 – 11.15 St Anthony's Parish Centre, Wythenshawe

#### Welcome to the Diocese of Shrewsbury

14/09/2023: Primary Schools 3.45 – 4.45 Virtual session

25/09/2023: Secondary Schools: 3.45 – 4.45 Virtual session

#### Induction For New Foundation Governors

20/09/2023: Induction for New Foundation Governors – Autumn Term 2.00 – 3.30 Virtual session

20/09/2023: Induction for New Foundation Governors – Autumn Term 6.00 – 7.30 Virtual session

#### Governor Briefings

10/10/2023: Governors' Briefing – Autumn Term 6.00 – 7.30 Virtual session

11/10/2023: Governors' Briefing – Autumn Term 2.00 – 3.30 Virtual session

12/10/2023: Governors' Briefing – Autumn Term 6.00 – 7.30 Virtual session

### **New R.E. Co-ordinators**

21/09/2023 New RE Coordinators' Induction Day – Primary 1.00 – 3.30 St John Henry Newman Parish Centre, Warrington

### **Headteacher Briefings**

26/09/2023: Headteacher Briefing – Autumn Term 2.30 – 4.00 Virtual session

27/09/2023: Headteacher Briefing – Autumn Term 2.30 – 4.00 Virtual session

### ***Christ At the Centre* Course for Primary Practitioners**

27/09/2023: Christ at the Centre – A Course for Primary Practitioners – Module 1 9.30 – 3.30 Our Lady Star of the Sea Parish Centre, Ellesmere Port

### **COAST**

27/09/2023: Autumn Term 10.00 – 3.00 All Hallows Catholic College, Macclesfield

### **New Headteacher Induction**

27/09 – 28/09/2023: New Headteachers' Induction – Session 1 (Residential) 9.30 Weds – 3.30 Thurs The Park Royal Hotel, Warrington

### **Support for CSI**

29/09/2023: Support Under the New CSI Framework – Autumn Term 9.30 – 12.00 Our Lady Star of the Sea Parish Centre, Ellesmere Port

### **Academy Strategy Days**

02/10/2023: Academy Strategy Day: Our Lady Help of Christians Catholic Academy Trust 9.30 – 3.00 The Park Royal Hotel, Warrington

03/10/2023: Academy Strategy Day: Corpus Christi Catholic Academy Trust 9.30 – 3.00 The Park Royal Hotel, Warrington

05/10/2023: Academy Strategy Day: Holy Family Catholic Multi Academy Trust 9.30 – 3.00 The Park Royal Hotel, Warrington

### **R.E Coordinators**

04/10/202: RE Coordinators - Twilight Briefing 3.30 – 4.45 Virtual session:

### **ECT Induction**

11/10/2023: ECT Induction Primary, Year 1 – Prayer & Liturgy 3.45 – 5.00 Virtual session

### **Encounter Conference**

12/10/2023: Encounter Conference: For Primary, with the Mark 10 Mission 9.30 – 3.30 St Columba's Parish Hall, Chester

## SHORE

19/10/2023: SHORE Meeting – Autumn Term 9.30 – 3.30 The Catholic High School, Chester

## 12. NORTHWEST CATHOLIC DIOCESES TRAINING PARTNERSHIP 2023-24

After a very successful relaunch of the leadership programmes, we will offer similar programmes again this year at a **reduced price of £500**.

### Catholic Middle Leadership Programme

Day 1: Thursday 9<sup>th</sup> November 2023

Day 2: Residential - Thursday 14<sup>th</sup> March 2024 (from 4pm) and Friday 15<sup>th</sup> March 2024 (all day)

Day 3: Wednesday 12<sup>th</sup> June 2024

### Catholic Senior Leadership Programme

Day 1: Thursday 16<sup>th</sup> November 2023

Day 2: Residential - Thursday 7<sup>th</sup> March 2024 (from 4pm) and Friday 8<sup>th</sup> March 2024 (all day)

Day 3: Thursday 13<sup>th</sup> June 2024

### Catholic Headteacher Programme

Day 1: Thursday 19<sup>th</sup> October 2023

Day 2: Residential - Thursday 1<sup>st</sup> February 2024 (from 4pm) and Friday 2<sup>nd</sup> February 2024 (all day)

Thursday 25<sup>th</sup> April 2024

In addition to the above specific leadership programmes there is an *Aspiring to Senior Leadership Programme*, which is **free of charge** to those actively seeking a leadership role in a Catholic School. It consists of a virtual session on the application process followed by a face to face session which consists of a series of workshops as well as a mock interview with feedback.

### Aspiring to Senior Leadership

#### Cohort 1:

Session 1 - Application Process: Wednesday 4<sup>th</sup> October 2023, 4-5.30pm (virtual)

Session 2 - Interview Process: Wednesday 1<sup>st</sup> November 2023, 9.30am-4pm (in-person)

#### Cohort 2:

Session 1 - Application Process: Thursday 11<sup>th</sup> January 2024, 4-5.30pm (virtual)

Session 2 - Interview Process: Wednesday 24<sup>th</sup> January 2024, 9.30am-4pm (in-person)

[Please see NWCDTP Prospectus 2023-24 here](#)

### 13. CCRS

The Catholic Certificate in Religious Studies (CCRS) has for over a quarter of a century enabled those responsible for passing on our Catholic Christian Faith through education or catechesis to gain a deeper knowledge of that faith. From Thursday the 14<sup>th</sup> of September we will be offering CCRS classes at St Anthony's Parish Centre, Wythenshawe, and online learning with seminars in person, either at The Presbytery of Our Lady of the Immaculate Conception, Birkenhead or at St Anthony's Parish Centre, Wythenshawe. Classes at St Anthony's will take place between 8.45am-12.30pm, on three consecutive Thursdays per module. Seminars will take place from 9.45am – 11.15am at St Anthony's and from 4.45pm-6.15pm at Presbytery, Birkenhead. There will be two modules this term: The Church and Old Testament. Old Testament online module will be available one week before the first seminar in person. Practically, the course can be completed over two years, or a maximum of five years. It is divided into eight assessed modules. Doing CCRS does require time and application, but it will deepen your understanding. Why not give it a try? For more details visit: <https://educationshrewsbury.org/formation-development/ccrs/>

or email: [ccrs@dioceseofshrewsbury.org](mailto:ccrs@dioceseofshrewsbury.org)

### 14. THANKS FROM CARITAS

Caritas would like to send huge thanks to all those who generously supported the Good Shepherd appeal. It was fantastic to see the creative ideas that went into the fundraising events. We will be sharing them next year on our website when we start our new appeal. The Good Shepherd Lent Appeal has been supported by 13 schools in the Diocese so far this year. This appeal has been a major source of support for children and families through this year's cost of living crisis.

If you need any help in supporting families in your area who are struggling do not hesitate to contact us so we can offer or find the help they may need [0151 652 1281](tel:01516521281); [info@caritasshrewsbury.org.uk](mailto:info@caritasshrewsbury.org.uk)

Also, this term look out for details of the Caritas at Christmas appeal and for regular updates follow us on Twitter (@caritasdio) where we have a Caritas Schools Friends group to connect with one another.

### 15. REGISTER OF ECTs

As in previous years I would like to write to welcome any ECTs joining the Diocese this term. Could any schools with ECTs please click on the link below to advise us of their details so that they can be included in the welcome letters:

[Details of ECTs from September 2023](#)

We have also arranged two virtual sessions, one for Primary and one for Secondary for staff who are new to the Diocese. These are on Thursday 14<sup>th</sup> September (Primary 15.45 – 16.45) and Monday 25<sup>th</sup> of September (Secondary 15.45 – 16.45).

Please use the links below to book a place:

[New to the Diocese Primary 2023](#)

[New to the Diocese Primary 2023](#)

## 16. APPOINTMENT OF SENIOR LEADERS

I would like to remind Governors and Headteachers that 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.

When starting the recruitment process, we would ask that the Diocese is contacted **prior to any dates being set** in order to ensure that representation is available.

All documentation in relation to Senior Appointments is available via the CES website ([www.catholiceducation.org.uk](http://www.catholiceducation.org.uk)) and it is important that the latest versions are downloaded. All vacancies can be advertised on the Diocesan website.

## 17. ADMISSIONS

Thank you to everyone for your support and co-operation with regard to 2024-25 admissions policies. Schools are reminded that the admissions policy should be easily accessible on the school website.

In order to continue to monitor provision within our schools we are asking each school to submit a return indicating the number of pupils admitted by admission category. A template for submitting this information is provided at [Primary Admissions](#) or [Secondary Admissions](#) but it will need to be personalised to match your own admissions criteria. Completed forms should be returned to [malgorzata.kowalska@dioceseofshrewsbury.org](mailto:malgorzata.kowalska@dioceseofshrewsbury.org) by the end of September.

Templates can be also downloaded from our website: <https://educationshrewsbury.org/schools-academies/admissions/> -under Admissions (Policies And Guidance)

## 18. GUIDANCE ON BUILDING WORK

Please follow the link below to access the latest guidance on building works in schools.

[Schools Property Guide August 2022](#)  
[Academies Property Guide](#)

## 19. OUT OF HOURS CONTACT DETAILS

Very occasionally it is necessary to make contact with a school either out of hours or during the weekend or holiday period. I have previously asked if schools would be willing to provide an out of hours contact number to be used by the Diocese in exceptional circumstances. I am very grateful to the schools that have lodged an out of hours contact number, and if you are happy for the Diocese to have out of hours contact details then please submit them using the link below:

[Out of hours contact information](#)

## 20. EDUCARE ONLINE SAFEGUARDING TRAINING

Everybody has a role to play in safeguarding within their community, and it is for this reason that the Catholic Church in England and Wales has worked with EduCare to provide an e-learning package to raise safeguarding awareness. **This free of charge online training** package is part of the Church's commitment to safeguarding. Below are the training modules that are currently available:

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- Child Protection
- Child Protection Refresher
- Child Protection in Education
- Child Exploitation & Online Safety
- Safeguarding Adults
- Safeguarding Adults Refresher
- Mental Capacity

To access the training simply e-mail [cpva@DioceseOfShrewsbury.org](mailto:cpva@DioceseOfShrewsbury.org) with the following information:

- Name:
- E-mail address:
- Name of School:
- Your role: (e.g. Teacher, Support Staff Governor, Parent).

For more information click the link below:

<https://www.dioceseofshrewsbury.org/wp-content/uploads/2022/10/ShrewsburyTowards-a-Culture-of-Safeguarding-C19.pdf>

Please note, this academic year will be the last opportunity for schools to access this free training.

With every good wish for the forthcoming term.

Damian