

# Education Team

Services for Church Schools and Academies  
2016-17

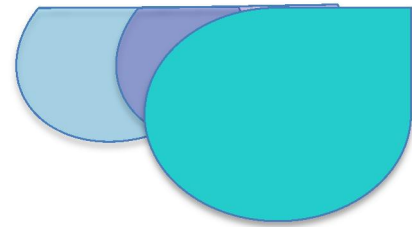
including

Enhanced Services Plan

Bespoke Services

PROMOTING

*Distinctiveness  
Transformation  
Excellence*



## **A message from the Chair of the Board of Education and the Director of Education**

It is a pleasure to introduce our service provision for 2016/17. Heads will be aware that we have carried out a review of the Service Level Agreement (SLA) asking what you wanted to see moving forward and what you would be willing to pay. We received some excellent responses, thank you. It has helped us to re-think how we communicate what we are able to provide and our pricing structure.

We are living in a paradigm shift moment for schooling in England. At the time of putting the 2015/16 SLA together we were only just beginning to imagine what a new Government would deliver in terms of education policy. We are much clearer, with the impending Education Bill, the White Paper and the National Society's Memorandum of Understanding (MOU). The Diocesan Education Team will continue to partner with our maintained schools, whatever their context, but noting that for many Local Authority support may be diminishing. We will also support our academies and the establishment of an increasing number of MATs. Our bottom line is you are all still Church Schools and we want to have a positive relationship with you and support you in as many ways as we can.

We wrote last year of the transitional nature of the Team and colleagues will be aware that we have engaged a number of Advisers and headteacher consultants in 2015/16. By September 2016 we will have a permanent Team in place. We are planning for this Team to grow throughout the next academic year to enhance our expertise in distinctive Church School leadership, school improvement and effectiveness, governance and RE. This will increase our capacity and the quality of what we can deliver. Our offer here is based on what we know we will be able to deliver from September 2016; we will be looking to add to our offer as we grow the Team.

We stated last year and, because of its vital importance, state here again: the Diocesan Board of Education (DBE) values every school and academy. We have a strong desire to continue to provide and develop schools that witness to the hospitality of God; embody God's service to all of the community; tell the story of God's transforming love as it is revealed in Jesus Christ; and nurture a distinctive understanding of what it is to be human that includes the spiritual. We believe that the provision of services outlined in this document is a key way in which we can achieve our collective mission and make a difference, for the better, for our family of Church Schools.

We thank God for all you do and look forward to working with you at this exciting time in the development of Church School education across the Diocese of Leeds.

**Richard Noake**  
**Director of Education**

**Canon Ann Nicholl**  
**Chairman, Board of Education**

## Statutory Services – Free to all Church Schools and academies

### GENERAL

- Telephone and email advisory service.
- Representation at local, regional and national levels:
  - Department for Education
  - Local Authority committees
  - National Society
  - NCTL
  - Regional Schools Commissioners
  - SACREs (Standing Advisory Council for Religious Education).
- Fulfil the statutory responsibilities accorded to the Diocese in the Education Act 2005.
- Initial assistance in relation to site ownership and site trustees.

### LEADERSHIP AND MANAGEMENT

- General updates and information.
- Spiritual development and pastoral support.

### GOVERNANCE

- Foundation Governor appointment process:
  - Recruitment
  - Administration of DBE appointments
  - Training (induction).
- Instruments of Government.

### SIAMS (Statutory Inspection of Anglican and Methodist Schools)

- Scheduling, managing and quality assuring the SIAMS process.

### RELIGIOUS EDUCATION

- Development of a Diocesan Syllabus for Religious Education.

### COLLECTIVE WORSHIP

- Collective Worship Guidelines.

### ADMISSIONS AND APPEALS

- Liaison with Local Authority Admissions Teams.
- Contribution to requests from the Office of the Schools' Adjudicator / Local Ombudsman.
- Respond to own admission authority consultations on their policy in relation to compliance.

### BUILDINGS AND PREMISES

- Compliance with DBE Measure:
  - Application for DBE approval
  - Application for Trustee approval.
- Initial guidance in relation to legal matters e.g. planning permission.
- Prioritisation of LCVAP funding (VA schools).

## Non-statutory services FREE to all schools and academies

### GENERAL

- Signposting / brokering for training, events and information.
- Alerts, updates and developments via email.
- Guidance and links to further resources via website.
- Heads & Chairs Briefings led by the Diocesan Director of Education - geographically located and based on topical education changes and updates including inspection and admissions.(twice per year)
- Area Training (Episcopal Areas) 3 half days of training per year (one delegate per school).
- Sharing strengths network meetings 3 half days per year (one delegate per school).
- Access to identified training at advertised cost.
- Emergency response e.g. staff illness, bereavement, buildings related (as appropriate, may include referral to local clergy and / or other agencies).

### RECRUITMENT AND INDUCTION

- Representation at meetings and assistance to Governing Body and Selection Panel at key stages of the recruitment process.
- Advice / guidance documents.
- Senior Leader post advertisements on the Diocesan website.
- Commissioning Service for headteachers new to Church Schools.
- New headteacher welcome and induction day.

### LEADERSHIP AND MANAGEMENT

- Work directly with schools causing concern in areas of school distinctiveness and/or effectiveness.
- Support in post-inspection development planning for schools graded Inadequate in the Ofsted or SIAMS reports.
- Attend and/or contribute to Local Authority meetings for schools who are vulnerable/causing concern.
- Identify opportunities for the improvement of school distinctiveness and / or effectiveness through generic, collaborative or individual support.

### SIAMS (Statutory Inspection of Anglican and Methodist Schools)

- Final Reports published on the Diocesan Education Team website.

### RELIGIOUS EDUCATION

- Facilitate and broker partnerships for learning about world religions.
- Exemplar curriculum guidance e.g. exemplar session plans.

### COLLECTIVE WORSHIP

- Signpost exemplars of good practice.
- Monitor and evaluate the impact of the wider reaching effectiveness of Collective Worship.

### SCHOOL STATUS (e.g. change of age range/designation, federation, or academy conversion)

- Support with initial exploratory discussion.
- Facilitate application to the Diocesan Board of Education for approval when required.
- Facilitate application to trustees for approval when required.
- Liaison with Local Authority.
- Academy Conversion Toolkit.
- Support leadership through the change process.
- Facilitate opportunities for school to school, cluster to cluster, and partnerships and projects.
- Website information and guidance.

## Enhanced Services Plan

The Enhanced Services Plan brings additional services and opportunities for your school including personalised adviser visits, guidance and support, governor training and school self-evaluation.

The Enhanced Services Plan is available to all schools and academies at a cost of £3. 50 per pupil, up to a maximum cost of £1,500 for primary phase schools and £2,250 for secondary phase and all-through schools

Details of individual school work available through the **Enhanced Services Plan**

Planned Adviser visits	Designated visit purpose	Examples of visit purpose
1 x 0.5 day per year	RE or collective worship including written feedback	E.g. development of middle leaders; review of long term planning; moderation of lesson observations; RE team training.
1 x 0.5 day per year (primary) 2 x 0.5 days per year (secondary)	School development plan focus including written feedback	E.g. advice on evidence of Christian character; impact of collective worship across the school; Christian distinctiveness across the curriculum; review of school performance information in demonstrating Christian ethos; premises review/guidance.
1 x 0.5 day per year	Annual distinctiveness and effectiveness update including written feedback	SIAMS review or Ofsted 'readiness'; evaluating evidence of the improvement journey within the distinctiveness and effectiveness as a Church school.
1 x 2 hour session	Governor support	E.g. specific presentation and/or discussion at Governing Body meeting; bespoke training e.g. evaluating the impact of collective worship.

## Enhanced Services Plan

### GENERAL

- Support in post-inspection development planning for schools graded Requires Improvement in the Ofsted and Satisfactory in SIAMS reports.
- Provide officer attendance at Ofsted and HMI visit feedback where possible.
- Area Training (Episcopal Areas) 3 half days of training per year (multiple delegates per school).
- Sharing strengths network meetings 3 half days per year (multiple delegates per school).
- Access to identified training at advertised cost with 10% discount and / or 5% discount for multiple delegates.
- Monitor school standards and performance of schools.
- Opportunities for dialogue, advice and guidance with a focus on school distinctiveness and/or school effectiveness on an individual school basis (as described in Planned Adviser Visits above).

### LEADERSHIP AND MANAGEMENT

- Succession planning.
- Summary and analysis of diocesan schools' performance outcomes to support individual school benchmarking.
- Facilitate the dissemination and sharing of school strengths and talents.

### GOVERNANCE

- Provide a sample of model tools and exemplars supporting Governor monitoring of school distinctiveness and effectiveness.
- Governor training (additional levels).
- Network / Cluster training and workshops to monitor, challenge and strategically plan for school distinctiveness and / or effectiveness.

### RECRUITMENT AND INDUCTION

- Provision of support and advice to the Governing Body and Selection Panel throughout the recruitment process.
- Assistance with writing and designing adverts and bespoke documentation including application packs.
- Assistance with designing assessment activities and preparing assessors.
- Guidance on developing a Commissioning Service at local / school level.

### SIAMS

- Monitoring visits for schools graded Satisfactory or Inadequate in SIAMS.
- Annual SIAMS Development Review (as described in Planned Adviser Visits above) including:
  - Progress against the 'Areas for Improvement' identified in the last Section 48 inspection report.
  - The impact of the school's distinctively Christian character on pupils' development and wellbeing
  - Standards of attainment and achievement and any significant trends.
  - The impact on of any significant changes on the distinctive character of the school.
- Support with post-inspection development priorities for schools graded Satisfactory in SIAMS.

### **RELIGIOUS EDUCATION**

- School specific curriculum guidance e.g. exemplar session plans.

### **COLLECTIVE WORSHIP**

- School specific review of the impact of the wider reaching effectiveness of Collective Worship.

### **LEARNING AND CURRICULUM**

- Monitoring and evaluation of impact on wider reaching effectiveness.
- Advice and guidance to support and improve pedagogy and meta-cognition.
- Facilitation of partnership opportunities and joint projects to enhance accelerated improvement or development of learning and curriculum foci.
- Guidance and support in assessment for and of learning.

### **ADMISSIONS**

- Monitor provision / services of Local Authorities.
- Email and phone assistance for schools wishing to review and modify their policy and SIF.

### **BUILDINGS AND PREMISES**

- Premises Review – on request.
- Recommended list of contractors and consultants.
- Premises guidance – compliance/development plans/handbook.

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## **Bespoke Services**

‘Pay-as-you-go’ services are available on request at the following rates:

- £250 per half day
  - £350 including a written report
- £400 per day
  - £500 including a written report
- £350 per session of extended governor training