



25th November 2019

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1. Strategic Information and Actions

1.1. NQT Autumn Term Assessments - Full Time NQTs

NQT Assessments for Autumn Term to cover the dates of 02.09.19 to 20.12.19 are due by 11th December (to link in with Christmas break). Please ensure the form is fully complete via your NQT Manager account, signed by the NQT, Mentor and Headteacher. Forms must include evidence of progress towards the Standards for Parts 1 and 2 - the School must provide specific detail of progress or any concerns.

<https://liverpool.nqtmanager.com/Login.aspx>

Audience: Headteachers,
Induction
Mentors, NQTs

Purpose: For information
and action if
required

Contact: Fiona Burke-Jackson: fiona.burke-jackson@cheshireeast.gov.uk ☎ 07711231351

2. Traded Service CE Including Wider Training and Development Information

2.1. Schools' Funding Formula Consultation 2020/21 – Event: 27th November 2019

The Schools' Funding Consultation 2020/21 is now live at:

<https://surveys.cheshireeast.gov.uk/s/SchoolsFundingConsultation2020/>

The consultation runs to Friday 29th November 2019.

A session has been arranged to run through the modelling and help answer any questions. This is aimed at Headteachers, Governors and Finance Staff.

Details are as follows:

Wednesday 27th November at Sandbach Town Hall.

Registration and refreshments will be available from 2:30pm for a 3pm start.

To reserve a place, please email the School Governance Team:

schoolgovernance@cheshireeast.gov.uk

Audience: All
Headteachers,
Governors,
Finance Staff

Purpose: Finance

Contact: Steve Reading: steve.reading@cheshireeast.gov.uk ☎ 01270 686055

2.2. Schools' Finance Team Autumn Workshop Slides

Following our recent Autumn Term workshop, the slides are now available on Centranet at the below link:

<http://centranet.ourcheshire.ccusers.com/schools/schoolsfinance/Pages/Workshops.aspx>

Audience: All schools

Purpose: For information

Contact: Sara Brennan: schoolsfinance@cheshireeast.gov.uk ☎ 01270 686237

2.3. Upcoming Health and Safety and First Aid Training Courses

Course & Duration	Location	Date	Cost	Audience:	Purpose:
IOSH Managing Safely (4 days)	Crewe	2 nd , 3 rd , 9 th & 10 th December, 2019	£380	Headteachers, Site Maintenance Officers, Caretakers and First Aiders	To gain an accredited qualification in Health and Safety/ First Aid
IOSH Leading Safely (6 hours)	Sandbach	27 th November, 2019	£150		
First Aid at Work Re-qualification (2 days)	Crewe	3 rd & 4 th February, 2020	£140		
First Aid at Work (3 days)	Tatton Park, Knutsford	22 nd , 23 rd & 24 th January 2020	£190		
	Crewe	10 th , 11 th & 12 th February, 2020			
Emergency First Aid at Work (1 day)	Crewe	5 th February 2020	£75		
Caretaker's Course (1 day)	St Gregory's Catholic Primary School, Bollington	13 th February 2020	£75		
If you are willing to host a course at your school and it is in the North of the borough, please contact Diane Owen.					

Contact: Diane K. Owen: DianeK.Owen@cheshireeast.gov.uk ☎ 01270 686319

2.4. Level 2 Food Safety (RQF) Course

Date: Friday 6th December 2019
Time: 9:00am-4:00pm
Venue: Monks Coppenhall Academy, Remer Street, Crewe, CW1 4LY
Cost: £80.00 plus VAT (including refreshments but lunch is not provided)

Certification via Highfields Qualifications

Subjects covered include hazards and controls, food safety management and temperature controls, food poisoning control, personal hygiene, cleaning and disinfection, food pests and the role of the food handler in keeping food safe.

Audience: All staff involved with food preparation and serving food.

Purpose: To gain accreditation in Food Safety

Contact: Zoe Holloway: holloway@monkscoppenhall.cheshire.sch.uk ☎ 01270 814040

2.5. Paediatric First Aid 2 day course (RQF Level 3)

Date: Monday 27th and Tuesday 28th January 2020
Time: 9:00am-4:00pm
Venue: Monks Coppenhall Academy, Remer Street, Crewe, CW1 4LY
Cost: £125.00 plus VAT (including refreshments but lunch is not provided)

This qualification includes topics that are regarded by the EYFS as being important to maintain good practice in the safe, prompt and effective treatment of injuries and ill health of infants and children who are under the care of the trained personnel.

This course is valid for 3 years and accredited by Highfields Qualifications

Audience: Those wishing to gain an accredited Paediatric First Aid qualification

Purpose: To gain a First Aid Qualification

Contact: Zoe Holloway: holloway@monkscoppenhall.cheshire.sch.uk ☎ 01270 814040

2.6. Abestos Awareness and Manual Handling Courses

Ensure will be hosting 2 courses at Monks Coppenhall Academy, Remer Street, Crewe, CW1 4LY on Friday 31st January 2020.

There will be an Asbestos Awareness Course at 9:30 am-12:30 pm followed by a Manual Handling Course 1:30pm-4:30pm

The cost of the course is £55 per course (plus VAT and including refreshments). A 10% discount will be offered to delegates attending an Asbestos Awareness course and a Manual Handling course on the same day.

Audience: Site staff

Purpose: For information

Contact: Zoe Holloway: holloway@monkscoppenhall.cheshire.sch.uk ☎ 01270 814040

2.7. FAA Level 3 Award in Supervising First Aid for Mental Health

Date: Monday 3rd and Tuesday 4th February 2020

Venue: Monks Coppenhall Academy, Remer Street, Crewe, CW1 4LY

Time: 9:00 am- 4:00pm

Cost: £135.00 (plus VAT and including refreshments but not lunch)

This course goes into detail on a wide range of mental health conditions and the support provided by healthcare professionals. A range of First Aid for Mental Health related subjects will be covered.

Audience: Trainer/ assessors and/or supervisor level within the workplace

Purpose: To gain accreditation in supervising first aid for mental health

Contact: Zoe Holloway: holloway@monkscoppenhall.cheshire.sch.uk ☎ 01270 814040

3. Policy Development

3.1. Latest Update: Teachers' Pension Employer Contribution Grant Supplementary Fund Claim.

The first application window for the teachers' pension employer contribution grant (TPECG) supplementary fund opens on Monday 2 December 2019. To make a claim for supplementary funding, mainstream schools will first need to register with the DfE sign in service using the link below. Make sure you are prepared by signing up now, if you haven't already done so.

For schools who buy our full standard package, we will be sending out information to those required to make a claim.

https://pp-profile.signin.education.gov.uk/register?es_c=E23CC7CC0C8CDAE0CF0A34B2E575E87D&es_ci=03D7851578BF6496424F4CC6B1C83573&es_id=9d%20c2%a3o3

Audience: Headteachers,
School
Business
Managers,
Bursars,
Governors

Purpose: Action: prepare
now for TPECG
supplementary
fund claims

Contact: Chizoba Ogonnaya: chizoba.ogbonnaya@cheshireeast.gov.uk ☎ 01270 686228

4. General Information

4.1. Staffing update - SEND

Following 4 years at Cheshire East Council, Ian Donegani, Head of Service - SEND, has decided that he wishes to spend more time with his family and therefore will be leaving the Council in February 2020. I am sure you will want to join me in thanking Ian for the contribution he has made during this time at the Council and wish Ian well with his future plans.

It is clearly important that we look at the leadership arrangements for the SEND service and I will therefore be seeking to put in place initial interim arrangements as we need to ensure that there is sustained focus especially as we expect an Ofsted revisit before the end of March 2020.

I will contact you hopefully within a few weeks to confirm the arrangements.

Kind regards

Jacky

Audience: All staff

Purpose: For information

Contact: Jacky Forster; jacky.forster@cheshireeast.gov.uk ☎ 01606 271504

4.2. Member of Youth Parliament Elections

From 6th January-14th February young people aged 11-18 will have the opportunity to vote for the next Members of Youth Parliament that will represent their voice from 2020-2022. Please get in touch if you would like our team to facilitate the election in your setting - we can do this by offering whole school assemblies, lunchtime drop-ins or even sessions to help your school council lead the election. This is a fantastic opportunity to teach our children and young people about the democratic process.

https://www.cheshireeast.gov.uk/livewell/care-and-support-for-children/services-from-childrens-social-care/youth-offending-and-preventative-services/youth_support.aspx

Audience: Secondary Schools, Alternative Provisions, Colleges, Special Schools, Sixth Forms

Purpose: Child and young person voice, participation, UK Youth Parliament

Contact: Annie Britton: participation@cheshireeast.gov.uk ☎ 07890321844