

## School Bulletin

City of Wolverhampton  
Issue No. 77 (15.07.16)

[Good News](#) - [For Priority Action](#) - [For Action](#) - [For Information & Guidance](#)

**Please note: if the links are not working, check that you are logged in to CloudW with the correct password.**

### For Priority Action

#### Important information about Female Genital Mutilation

School summer holiday time is Female Genital Mutilation (FGM) 'cutting' season. The briefing below outlines: factors to look for, how to access specialist advice, and advises what you MUST do if you suspect/know of FGM. [Click here for full document.](#)

#### National Non-Uniform Day

Hundreds of schools across the UK have already signed up for the National Non Uniform Day on 21st October 2016! **Don't delay get your school packs ordered now before the school holidays!** Click this link

[www.standuptocancer.org.uk/schools](http://www.standuptocancer.org.uk/schools) to request your school pack which has fundraising ideas, materials, and curriculum-based resources to engage students in science, research and healthy living.

[Click here for full details](#)

[Click here for the flyer](#)



### For Action

## Off site School Visits – Assessing & managing risk

Schools are reminded of the importance of ensuring that all off site visits are carefully planned and risks identified, assessed and managed; the Council has a statutory duty to scrutinise and authorise level B and C trips out of school.

Currently this is undertaken by the Towers on behalf of the Council as this is where appropriate expertise, qualifications and competency can be found. This critical work is undertaken by Nick Dixon, Joint Head of Centre, who is the technical expert for all land and mountain based activities for Wolverhampton City Council. Nick also attends the Outdoor Education Advisors panel on behalf of the City Council. The Centre through Nick and Liz Butler (Joint Head of Centre) also offers advice regarding any trips out of school.

Please ensure you seek advice and make use of this valuable expertise.

Visit Approval forms are available on CloudW in the Schools Health and Safety area.

The Council also has a statutory duty to monitor off-site visits and as part of this role offers Education Visit Coordinator and Education Visit Leader training and revalidation. This is provided by a qualified trainer and is once again organised through the Towers Outdoor Education Centre.

For any further information or details regarding training or revalidation of off-site visit leaders or coordinators please contact the Towers Outdoor Education Centre on 01690 720271

To find out more about how children can learn safely through adventure please see the Centre's website

[www.thetowers.org.uk](http://www.thetowers.org.uk) and The Towers page on CloudW

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## Training sessions to introduce adults' MASH

Multi-agency training sessions will be taking place this month to introduce professionals to the expanded Wolverhampton Multi Agency Safeguarding Hub (MASH). [Click here for more information](#).



## **FAO all schools who undertake end of key stage 1 and key stage 2 assessment**

### **Teacher assessment frameworks for 2017**

As you may well be aware STA have now updated and released the interim frameworks for teacher assessment along with the pre-key stage standards for both key stages 1 and 2.

The frameworks remain the same as the interim frameworks for the 2015 to 2016 academic year except for a single amendment to make more explicit the guidance for teachers when assessing pupils with physical disabilities or sensory impairment. This also means that the current exemplification materials will remain relevant and current with respect to illustrating the standard for each band of attainment and therefore should be used to inform all discussions about a child's assessment at the end of the year.

This extension of the interim frameworks and pre-key stage standards is for the 2016 to 2017 academic year only.

The newest materials can be accessed via the following link:

[Interim frameworks for teacher assessment in 2017](#)

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### **UKYP Make Your Mark Ballot**

Make Your Mark will be launched on the 12th August and is running till 5th October. Young people across the country are being asked what issues matter most to them, in order to determine what is debated by the UK Youth Parliament (UKYP) in the House of Commons on 13th November. Click below to find out more information and how our young people can get involved.

[Letter to schools-colleges](#)

[Schools-MYM-Champion-Guide](#)

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### **Free School Meals – getting ready for September**

Schools are reminded that three new SIMS reports are available to enable FSM eligibility to be checked; Pupil Premium funding maximise to enable the full eligibility lists to be prepared and sent by secure email to settings in readiness for the start of autumn term 2016. If settings are continuing to submit individual claim forms, we would kindly ask for these to be returned to the FSM team (by email to [freeschoolmeals@hotmail.co.uk](mailto:freeschoolmeals@hotmail.co.uk) or post to the Civic Centre) at the end of term for checking during the summer holidays period. This will help to minimise delays in processing, notifying and recording new claims during the very busy start of term period. We would like to thank all settings for their continued support of our Services and wish all colleagues a sunny and restful break!

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### **SEND save the dates**

All Headteachers and SEND Leaders are invited to add the following dates to their calendars:

- 1-day part-subsidised City SEND Conference at the Mount Hotel on Thursday 29th September 2016 (full agenda and keynote speakers available from 05th September).
- SEND Network meetings at the GTG Centre (available via Subject Leader Network SLA):
  - Thursday 20th October 2016, 13:00 –16:00
  - Thursday 9th March 2017, 13:00 - 16:00
  - Thursday 29th June 2017, 13:00 – 16:00



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### **Dates for your Diary:-Citizenship Language and Learning Training in Writing**

Teaching Writing for Yr 3 Practitioners (Tuesday 27th September 1pm-4pm)

Teaching Writing for Yr 4 Practitioners (Friday 30th September 1pm-4pm)

Teaching Writing for Yr 5 Practitioners (Tuesday 4th October 1pm-4pm)

An opportunity to ensure practitioners know NC writing expectations for their respective yr groups and some techniques, resources and example materials to introduce and embed the skills into writing. Free for LA maintained schools or schools with an SLA with the CLL Team £75 for others

Book via the ONE system or e mail:- [standards.training@wolverhampton.gov.uk](mailto:standards.training@wolverhampton.gov.uk)

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### **Schools to include EAL Proficiency in Autumn 2016 Census: Further Support**

The Citizenship, Language & Learning and SIMS teams are offering further support to schools that are preparing to report on their pupils' EAL proficiency and country of birth from Autumn 2016 (as part of the school census data). A session will be available to look at the descriptors in further depth, utilizing sample pupil work. A meeting will be held on **Friday 16<sup>th</sup> September, 1:00 – 3:30pm at the Schools'**

**Technology Support Centre**, Pool Street, Graiseley Centre WV2 4NE. *There is no charge for any Wolverhampton school to attend.* Please book via: [eal.team@wolverhampton.gov.uk](mailto:eal.team@wolverhampton.gov.uk)

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### **Prevent (WRAP) Reminder**

WRAP Reminder: [The attached leaflet](#) highlights the steps leading to the referral process for Channel. It also contains links for the most recent Channel Reporting and Multi-Agency Referral forms, alongside the contact details for the anti-terrorist hotline and counter terrorism officer.

## **For information and guidance**

### **Leadership Briefing - 14 July 2016**

To view the Leadership Briefing presentation click [here](#).

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### **Head, School Planning & Resources**

Colleagues will wish to note that Trevor Pringle has tendered his resignation from the above post with effect from 29 July 2016. Trevor is doing so to enable him to meet a number of family commitments that require his attention at this time.

Arrangements are in hand to cover this post and these will be announced shortly.

Trevor has considerable experience in education and childrens' services and has made a significant contribution to our work here in the City during the two years that he has been with us. I am therefore delighted to advise that he will continue to provide some on-going planning and commissioning support to colleagues and certain projects on a part time basis over next school year.

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### **NSPCC resources to help keep children safe online**

In 2015 the NSPCC launched their [SHARE AWARE](#) campaign which has encouraged thousands of conversations between parents and their children about online safety issues. Last year they also launched a major partnership with O2, enabling them to support more parents to help build their children's digital resilience. See links below for more details:

[Full details](#)

[Attached flyer](#)

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### **Health Related Behaviour Survey 2016 – School Reports Issued**

Schools who participated in this year's pupil survey are reminded that they should all now have their individual school reports and results. The reports were sent out as hard-copies by 'signed-for' service and also via e-mail to designated school contacts earlier this week. For any further help or support with the survey report and results please contact the Children & Young People's Health Improvement Team on 01902 555931.

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### **Disclosure and Barring Service (DBS) – Catering staff**

I can confirm that a decision has been made by City of Wolverhampton Council's Disclosure and Barring Service panel, that all catering staff will be required to have a Criminal Record Check at Enhanced Disclosure level. As you are aware, General Assistants employed from November 2014 have not been DBS checked. The department is in the process of requesting all employees who fall into this category to complete a DBS clearance. The recruitment process for all new starters will take into account the requirement for the DBS clearance. All catering employees who work on site in school kitchens have had the relevant right to work and pre-employment checks completed. The department is also in the process of ensuring that all catering staff are allocated City of Wolverhampton photographic identity cards. If you require any further information then please contact Tina Lauchlan, Catering Manager, 01902 551180 or [tina.lauchlan@wolverhampton.gov.uk](mailto:tina.lauchlan@wolverhampton.gov.uk)

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### **Final Pupil Premium Allocations 2016-17**

The Department of Education have now published Pupil Premium funding allocations for 2016-17. A copy of the DfE spread sheet is [attached](#). Schools will be able to access information on the pupils counted for the pupil premium allocations via the secure Key to Success website from mid-July. Schools will see the amendments to their estimated allocations on their Period 4 (July) Reconciliation statements.

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### **'Partners in Leading and Learning'**

#### **Leadership Conference - 22 June 2016**

130 school leaders from schools across the city attended the ConnectEd Partnership Conference at Molineux Stadium on Wednesday 22 June. The theme of the Conference was 'Partners in Leading and Learning' and the keynote speakers included Richard Gerver, Alistair Smith, Baroness Sue Campbell and Vic Goddard. A Question Time session was held midday when heads from all phases had an opportunity to challenge the panel with issues of concern. In addition, it was good to welcome colleague headteachers from Walsall and Staffordshire, Councillor Claire Darke and Julien Kramer. It was a great success and the planning group are already planning next year's conference!

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## School Nurses and School Bases

[Please see attached list.](#)



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## Swimming Sessions available for schools

Schools have reported difficulty in booking swimming sessions in the City. Following enquiries we can advise that there are slots available at WV Active centres for any schools looking to enhance their swimming provision. Click [here](#) for more information.

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# School Bulletin

City of Wolverhampton Council  
Issue No. 82 (30.09.16)

## For Priority Action

### Forthcoming SEND inspection

We are likely to be subject to an inspection focusing on assessing services for children and young people with special educational needs and/or disabilities (SEND).

The process will see a team of inspectors assessing online SEND material and data, visiting local settings and meeting parents, carers, children, young people and professionals.

A number of documents are attached for further information. They include:

- [City People article](#)
- [The Ofsted and CQC SEND Inspection Framework](#)
- [A briefing note from the Association of Directors of Children's Services](#)
- [Presentation slides by Head of SEN & Inclusion Paul Senior.](#)

If you have any queries, please email [paul.senior@wolverhampton.gov.uk](mailto:paul.senior@wolverhampton.gov.uk)

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### Surplus Balance Returns

Those schools that are required to submit a surplus balance return are reminded that for the deadline for submission is October 7. Please submit your form to [schools.resources@wolverhampton.gov.uk](mailto:schools.resources@wolverhampton.gov.uk)

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### Last Week's Leadership Briefing

Please [click here](#) for the presentation from last week's leadership briefing.

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### School Teachers' Pay and Conditions

The 2016 School Teachers' Pay and Conditions Document (STPCD) was published on 10 August 2016 and is effective from 1 September 2016.

School governing bodies are asked to immediately review each teacher's pay in the light of the above and, where the Council acts as the payroll agent, communicate outcomes by the process set out below.

- Please complete and return the attached spreadsheet to ensure correct payment. Please ensure all columns are completed.
- Please can you enter N/A where a section does not apply and ensure your instruction is marked clearly in the columns highlighted in red, in order for Payroll to action your request. Once completed, please return your spreadsheet to Payroll Services ([payroll.services@wolverhampton.gov.uk](mailto:payroll.services@wolverhampton.gov.uk)).



Please note; all details will be uploaded into the payroll system and actioned in accordance with Payroll cut off dates. To view cut off dates please visit [The Hub Schools Intranet](#)

Should you have any queries relating to your completed spreadsheet please contact Payroll services on **01902 552345** option 2 by phone or [payroll.services@wolverhampton.gov.uk](mailto:payroll.services@wolverhampton.gov.uk) by email, quoting your cost centre.

## For Action

### School Standards upcoming training dates:

03/10/2016: **Maths Subject Leaders' Network Meeting**

Time: 1330-1600 at GTG Training Centre

04/10/2016: **Teaching Writing for Yr5 Practitioners**

Time: 1300-1600 at GTG Training Centre (FULL)

05/10/2016: **Assessment training for teachers new to Year R**

Time: 0930-1600, GTG Training Centre

11/10/2016: **Assessment Coordinators updates**

Time: 1330-1600 at GTG Training Centre

12/10/2016: **KS2 Writing Conference**

Time: 1300-1630 at GTG Training Centre

13/10/2016: **Assessment training for teachers new to year 2 - part 1**

Time: 1330-1600 at GTG Training Centre



Places can be booked via the ONE system or by emailing [standards.training@wolverhampton.gov.uk](mailto:standards.training@wolverhampton.gov.uk) . Alternatively call 01902 555930.

# RESPECT FOR ALL

PROMOTING TOLERANCE AND RESPECT FOR DIVERSITY

Wolverhampton SACRE would like to invite pupils to attend a one-day conference to explore and express their ideas about respect for all, identity and community, whoever you

are! The Conference will be presented by Lat Blaylock and Julia Diamond Conway. The first 14 primary schools to book 7 places for Year 5 & 6 pupils (accompanied by one teacher) will fill the conference.

The conference is free to schools. Lunch is provided.

[Click here to see the attached flyer and book.](#)

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### **Chimp Mind Management**

The Chimp Management Course aims to enable school leaders, staff, and children and young people to gain insight into themselves and others, and develop emotional skills to improve happiness, confidence, and success.

“Schools are ultimately about people and developing effective working relationships is at the heart of what Chimp Management do.” Secondary Headteacher, Kirklees

We are running this highly successful course again this year. The dates are as follows:

**Leadership 1:** 3rd November, 8th November, 16th November, 29th November

**Leadership 2:** 18th January, 15th February, 15th March, 28th March

**Masterclass (for those who have done it previously):** 26th April, 10th May, 14th June, 27th June

Places are limited to reserve places please email [Jan Hill](#) or Tel: (55)5285.

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### **KS1 moderator recruitment and training**

Many teachers have enquired about an opportunity to become an LA moderator.

With this in mind we have decided to open moderator training up to any teacher who meets the criteria. Jo Horlock and Jane Aldridge, our new assessment coordinator, will run the training, in which all participants will have the opportunity to train with standardised materials and validate their own understanding of each standard. We will add them to the list of trained moderators within the LA and notify them of any opportunities to join the LA team as they arise, so that they can apply for the role.

**KS 1 training will take place on 16th November 2016 1.30 – 4.00 pm at GTG training Centre.** [Click here for further information](#)

There will be a separate application form to complete after the training has been successfully completed. If you feel that you have teacher who would benefit from this training and ultimately like to be an LA moderator, please book them onto the training session either by using ONE system or by emailing [Standards Training](#). Should you wish to discuss any aspect of this training please do not hesitate to contact Jo Horlock on 01902 556576.

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### **KS2 moderator recruitment and training**

Many teachers have enquired about an opportunity to become an LA moderator for Key Stage 2.

With this in mind we have decided to open moderator training up to any teacher who meets the specific moderator's criteria. Jo Horlock and Jane Aldridge, our new assessment coordinator, will run the training and administer a 'test' at the end in which the participants award a standard to each collection of work. If they are fully accurate with their judgements, then we will add them to the list of trained moderators and notify them of any opportunities as they arise, so that they can apply for the role. All short-listed applicants will be required to attend a short interview and expected to have the support and backing of their headteacher to be released for up to 9 half days across the year, so that they could attend meetings and undertake moderation visits. We would obviously pay supply rate at a rate of £110 per half day.

**The training will take place on 23rd November 2016 1.30 – 4.00 pm at GTG training Centre.** [Click here for further information](#)

If you feel that you have teacher who would benefit from this training and ultimately like to be an LA moderator, please book them onto the training session either by using ONE system or by emailing [Standards Training](#). Should you wish to discuss any aspect of this training please do not hesitate to contact Jo Horlock on 01902 556576.

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#### **Your views on libraries in the City of Wolverhampton**

You are invited to take part in a choice of workshops to discuss the development of the Wolverhampton Library Service. Workshops start week commencing 3rd October. [Click here for more information.](#)

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#### **Employment Checks**

The relevant DBS checks have been undertaken for all staff employed by the Educational Psychology Service who are actively involved in working with children. [Click here for the full letter.](#)

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#### **ESOL for Health**

Aspiring Futures, a community organization in Wolverhampton, is currently offering to run the ESOL for Health scheme for parents at our schools. The course was developed by the Citizenship, Language & Learning team and supports newly arrived parents understand the UK health system, entitlements for them and their children, alongside developing their English language skills. Depending on individual requirements, the course can run once a week for three to six weeks. There is no cost for any schools to participate, but you would be expected to provide a suitable training room and refreshments. If you are interested in providing these classes for your parents, please email: [eal.team@wolverhampton.gov.uk](mailto:eal.team@wolverhampton.gov.uk) (note there is limited availability).

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#### **Locality Hub Conferences**

Each area will be hosting a locality conference which will be a chance for partners to meet with key professionals from their area and find out more about the transformation work that has been undertaken.

The 90-minute sessions will take place as follows, and to reserve spaces, please click the relevant link. [Click here for attached flyer.](#)

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**Make Your Mark 2016: the UK's largest youth consultation**

Make Your Mark ballot has now launched. This ballot decides what the UK Youth Parliament (UKYP) should debate and vote on to be their campaign for the year ahead.

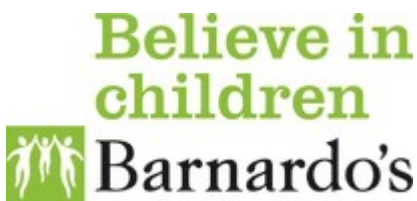
[Click here for the letter to schools.](#)

[Click here for the Champions Guide](#)

[Click here for the Tally Sheet.](#)



## For Information and guidance



**Children Affected by Parental Imprisonment/Offending in Wolverhampton**

It is estimated that 200,000 children every year are affected by parental imprisonment in England and Wales. This is 2 and a half times the numbers of children who are classed as Looked After Children every year.

[Click here to read the full briefing paper.](#)

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**Early Years CPD**

Delivered in partnership between ConnectEd and Ashmore Park Nursery, [click here for the full flyer.](#)

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**Primary Assessment: November's live webinars from STA regarding 2017 assessments**

STA have announced their intention to publish the ARA documents in and around the middle of October 2017. We will confirm their publication as soon as they have gone live on the website.

They have also announced their intention to hold 2 live, interactive webinars on Tuesday 15 November. They have been designed to offer schools the opportunity to put questions about the 2017 tests and assessments to their panel of experts.

The **first webinar** will cover **key stage 1** and will start at **12.30pm**

The **second**, covering **key stage 2**, will start at 3.45pm

Both will last 45 minutes and recordings will be available to download afterwards if you are unable to view the sessions live.

More detail and information on how to register will be published in October.



Wolverhampton.gov.uk



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# School Bulletin

City of Wolverhampton Council  
Issue No. 86 (04.11.16)

## For Priority Action

**Leadership Briefing - 17th November 2016 – 8.30am – 11.30am**

[Click here to view Agenda](#)

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**EFA - Important information on chemical storage**

[Click here for details](#)

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### **School Admissions and Pupil Tracking**

A reminder that schools should place pupils on roll **no later than 10 school days** after the allocation is made.

The Admissions Team is working in partnership with Behaviour and Attendance Officers in order to review and monitor where schools have not put pupils on roll within this timeframe.

When this does not happen and schools do not communicate valid reasons for this the Local Authority will challenge this in writing. If there is any further delay following this correspondence, cases will be escalated for cross service and director input at the Children Missing in Education and Fair Access Panel.

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### **GRANTfinder 4 Local Government Newsflash: Education Funding Agency - Condition Improvement Fund (CIF) Opens for Bids**

#### **Education Funding Agency - Condition Improvement Fund (CIF) Opens for Bids**

Capital funding from the Condition Improvement Fund (CIF) is now open to academies and sixth-form colleges to help address either the building condition or expansion priorities.

Capital funding of between £8,000 and £4 million per project (in total, irrespective of project duration) is available.

Single academy trusts, small multi-academy trusts (MATs) and sixth-form colleges are eligible to apply.

Applicants can submit up to two projects per academy or college, only one of which may be an expansion project.

Projects must be complete by 31 March 2018. Larger projects may last up to two years but all projects must be completed by 31 March 2019.

There are two deadlines:

- The deadline for new applicants to register is 30 November 2016 (5pm).
- The deadline for submitting applications is 9 December 2016 (12 noon) for all applicants.

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

## For Action

### SEND Local Area Review

Wolverhampton is preparing for the new Local Area Review (LAR), which will assess services for children and young people with Special Educational Needs and Disabilities (SEND).

The [attached update](#) follows previous communications notifying local children and young people workforce partners, stakeholders and providers of the pending inspection, which will be carried out jointly by the Care Quality Commission (CQC) and Ofsted.

For any queries, please email [paul.senior@wolverhampton.gov.uk](mailto:paul.senior@wolverhampton.gov.uk).



### Respect For All Conference

Wolverhampton SACRE would like to invite pupils to attend a one-day conference to explore and express their ideas about respect for all, identity and community, whoever you are! The

Conference will be presented by Lat Blaylock and Julia Diamond Conway. The first ten primary schools to book 7 places for Year 5 pupils, accompanied by one teacher, plus two secondary schools booking 7 pupils aged 12-15, will fill the conference.

The conference is free to schools. Lunch is provided.

[Click here to see the attached flyer and book.](#)

### School Safety Advice, October 2016

Please see attachments below:

[Darker Nights](#)  
[Illegal Fireworks](#)  
[Keeping Yourself Safe](#)



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## School Headcount Timetable 2016 / 17

Attached is the School Headcount Timetable for 2016/17. Please note the first return to be sent by Friday 28 October 2016 to [early.years@wolverhampton.gov.uk](mailto:early.years@wolverhampton.gov.uk) / [Balraj.kaur@wolverhampton.gov.uk](mailto:Balraj.kaur@wolverhampton.gov.uk)

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## Autumn 16 Returns / Rising 3's / EYPP

Please ensure the school returns are submitted by Friday 28 October 2016 for Autumn 16. Please also complete the Rising 3's return if you have any rising 3's (please ensure you have checked eligibility first) – [www.terrificfortwos.com](http://www.terrificfortwos.com)  
The EYPP column is to be completed on the return if you have eligible children (again please do online check) [www.terrificfortwos.com](http://www.terrificfortwos.com)

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## Important information from Payroll

It is important for all schools to be aware of and read the [FAQs](#) and to note that some of the schools that use an external payroll provider will need to respond to it by December 31st 2016. For further details [click here](#).

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### Chimp Mind Management

The Chimp Management Course aims to enable school leaders, staff, and children and young people to gain insight into themselves and others, and develop emotional skills to improve happiness, confidence, and success.

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**Masterclass (for those who have done it previously):** 26th April, 10th May, 14th June, 27th June

Places are limited to reserve places please email [Jan Hill](#) or Tel: (55)5285.

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## FAO: Secondary Schools

### Invitation from West Midlands Construction UTC

For full details [click here](#).

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## Wolverhampton Information, Advice and Support Service

### Independent Support



Independent Supporters are here for children and young people transferring from Statements of SEN or applying for a new Education, Health and Care (EHC) Plan. Independent Supporters are trained to help parents and young people understand, be supported and feel confident throughout the assessment and developing of the EHC plan.

Any support offered is flexible to meet family's individual needs. The service is able to offer face to face, telephone advice and attendance at meetings in school or with other professionals.

Independent Supporters:

- Listen to children, young people and parents
- Meet with families to explain the process
- Help to start thinking about parents aspirations for their child and what is important for the future
- Offer support during meetings
- Liaise with professionals
- Help to explain professional reports and recommendations
- Help with any paperwork including the draft Education, Health and Care plan
- Help with understanding personal budgets

**Independent Support in Wolverhampton is provided in partnership by Wolverhampton IASS and KIDS.** Referrals are accepted from professionals with permission from the families or directly from families. **For more information and to make a referral please contact 01902 556945. [To view flyer click here.](#)**

**Aspirations, hopes and outcomes – a free workshop for parents and carers  
Tuesday 15th November ([see flyer](#))**

Wolverhampton Information, Advice and Support Service invites parents and carers of children with special educational needs to find out more about

- What an aspiration is
- How they and their child will be involved in planning and decision making
- What a realistic and positive outcome will look like for their child
- How they can help their child think about hopes and wishes

**BOOKING IS ESSENTIAL CALL 01902 556945**

or email [ias.service@wolverhampton.gov.uk](mailto:ias.service@wolverhampton.gov.uk)

**DEADLINE DATE FOR BOOKINGS IS 8TH NOVEMBER**

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**School Standards upcoming training dates:**

08/11/2016: **Science Subject Leaders' Network Meeting**

Time: 1330-1600 at GTG Training Centre

14/11/2016: **Assessment training for experienced Year R teachers**

Time: 1330-1600 at GTG Training Centre

16/11/2016: **KS1 Moderator training**

Time: 1330-1600 at GTG Training Centre

21/11/2016: **KS1 Reading Conference**

Time: 1300-1630 at GTG Training Centre

23/11/2016: **KS2 Moderator training**

Time: 1330-1600 at GTG Training Centre

25/11/2016: **Assessment training for teachers new to year 6 - Part 1**

Time: 1330-1600 at GTG Training Centre

29/11/2016: **KS2 Reading Conference**

Time: 1300-1630 at GTG Training Centre

Places can be booked via the ONE system or by emailing [standards.training@wolverhampton.gov.uk](mailto:standards.training@wolverhampton.gov.uk) . Alternatively call 01902 555930.

## For Information and guidance

### **FAO: All key stage 3 schools**

#### **Information: no statutory year 7 resits for mathematics and reading**

The Secretary of State made an [announcement](#) on 19 October about primary assessment. It sets out steps to improve and simplify assessment arrangements, as well as her intention to launch a consultation exercise early in the new year on primary assessment and the implications for accountability.

She also announced that the government will not introduce statutory mathematics and reading resits on children's arrival in year 7. Rather, there will be a focus on the steps needed to ensure a child catches up lost ground. DfE will introduce a targeted package of support to make sure that struggling pupils are supported by teachers to catch up in year 7.

These additional measures will include identifying, promoting and funding effective interventions to support year 7 catch up. STA will work with education experts, such as the Education Endowment Foundation, to develop a set of catch-up programmes in both literacy and numeracy. They will be announcing further details on this soon. Resit papers will also be made available for teachers to use if they wish, as part of their ongoing assessments.

Teachers should also note that the [Rochford Review](#) has now been concluded and the final report has been published. It makes recommendations for assessment arrangements relating to those pupils working below the standard of the national curriculum tests.

### **FAO: All schools with key stages 1 and/or 2**

#### **Information: Secretary of State's announcement about primary assessment**

The Secretary of State made an [announcement](#) on 19 October about primary assessment including confirmation that there will be no new tests or assessments introduced before the 2018 to 2019 academic year.

In addition, she has confirmed that:

- no more than 6% of primary schools will be below the floor standard in 2016
- DfE will be laying regulations around coasting, so that schools not making enough progress get the focus and support that they need to improve. They expect a small proportion of primary schools to be defined as coasting this year
- the key stage 1 English grammar, punctuation and spelling test will remain non-statutory this year
- DfE will publish improved guidance for the moderation of teacher assessment,

which has been produced working closely with the teaching profession, and which will help to ensure a more consistent, reliable approach to the moderation of teacher assessment across the country

- that guidance will be accompanied by mandatory training for local authority moderators. This training will include planning and self-assessment to better enable moderators to quality assure their processes and make sure they are consistently accurate on each school visit
- DfE will not introduce statutory mathematics and reading resits on children's arrival in year 7. Rather, they will focus on the steps needed to ensure a child catches up lost ground. They will introduce a targeted package of support to make sure that struggling pupils are supported by teachers to catch up in year 7
- the early years foundation stage profile will remain in place for the 2017 to 2018 academic year

The announcement includes plans for a consultation on primary assessment and its implications for accountability early in the new year.

The consultation will cover key issues, including the best starting point to measure the progress that children make in primary school, and the role and operation of teacher assessment.

The Secretary of State has also written a letter to governing bodies. The letter summarises her announcement setting out steps to improve and simplify assessment arrangements, including the launch of the consultation referred to above. The letter also refers to 2016 key stage 2 data, advising governing bodies on how they should interpret that data and offers reassurance that 2016 results should not lead to automatic action, but should be a starting point for discussion with the current leaders of the small minority of primary schools below the floor or coasting to help and support those schools to move forward in a positive direction. It will be very important to ensure that this letter is passed to the chair of your governing body when it arrives in school. .

Alongside the announcement, DfE have also published the [Rochford Review](#) report, which makes recommendations for assessment arrangements of those pupils working below the standard of the national curriculum tests.

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#### **FAO: For all Key Stage 1 teachers, phase leaders, assessment coordinators and headteachers**

The ARA 2017 has now been published: Statutory guidance for assessing and reporting the national curriculum at key stage 1 (KS1) in the 2016 to 2017 academic year has now been published. It is essential that all staff refer to this document for guidance on this year's assessment practice and expectations. It can be accessed from the link below.

**[Statutory guidance: 2017 key stage 1: assessment and reporting arrangements \(ARA\)](#)**

All important dates for primary schools to plan 2017 key stage 1 tests (commonly called SATs), teacher assessment and phonics screening check have now been published in the 2017 assessment planner. Please ensure that all Key Stage 1 teachers, phase leaders and assessment coordinators have access to these documents. They can be accessed for the link below:

**[Guidance: Key stage 1 assessments: 2017 planner](#)**

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#### **FAO: For all Key Stage 2 teachers, phase leaders, assessment coordinators and headteachers**

**The 2017 ARA for 2017 has now been published:**

the statutory guidance for assessing and reporting the national curriculum at key stage 2 (KS2) in the 2016 to 2017 academic year has now been published. It is essential that all staff refer to this document for guidance on this year's assessment practice and expectations. It can be accessed from the link below.

**Statutory guidance: 2017 key stage 2: assessment and reporting arrangements (ARA)**

All important dates for primary schools to plan 2017 key stage 2 tests and teacher assessment have now been published in the 2017 assessment planner. Please ensure that all Key Stage 2 teachers, phase leaders and assessment coordinators have access to these documents. They can be accessed for the link below:

**Statutory guidance: 2017 key stage 2: assessment and reporting arrangements (ARA)**

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### **FAO: all schools and academies who undertake end of key stage assessments for Early Years, Key stage 1 and key stage 2**

Guidance and requirements to support schools involved in teacher assessment and statutory moderation in 2017 for key stage 1 and key stage 2 is now available via the following links:

Key stage 1: **Guidance: Teacher assessment moderation: requirements for key stage 1**

Key stage 2: **Guidance: Teacher assessment moderation: requirements for key stage 2**

The handbook to supports practitioners in making accurate judgements about each child's attainment is also available via the link below:

**Guidance: Early years foundation stage profile: 2017 handbook**

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### **Training Courses: Health & Safety - Spring Term 2017**

Please see details attached:

Safe Use of Steps & Ladders training - 01.03.17  
Working at Heights training - 28.03.17  
Existing EVC's Update - 08.03.17  
New EVC - 07.02.17  
VLTD - 08.02.17  
Risk Assessment - 21.03.17  
Stress Risk Assessment training - 06.03.17  
Display Screen Assessment Training - 07.03.17  
Lone Working & Personal Safety - 14.03.17  
Asbestos Awareness - 19.01.17  
Asbestos Awareness - 02.03.17  
COSHH Awareness training - 24.01.17  
COSHH Awareness training - 06.03.17  
IOSH Working Safely in Schools training - 01.02.17  
Control of Legionella training - 02.02.17  
Provision and Use of Work Equipment (PUWER) - 07.02.17

CDM Awareness- Role of the Client training - 09.02.17  
IOSH Managing Safely - 08 & 15.03.17

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### School Swimathon 2017

Get your pupils swimming further than ever before! To view full details [click here](#).

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### PSHE education & the Ofsted Framework: Preparing for inspections through PSHE

The Children & Young People's Health Improvement Team are offering a half-day training session around the links between PSHE and Ofsted on **Tuesday 6th December**. The course is suitable for **both primary and secondary phase settings** and is aimed at SLT members, PSHE coordinators, and link governors. [Please see the flyer and booking form for further information](#).

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### Contact Information for Children & Young People Services

Contact information (addresses/telephone & mobile numbers) for Social Work Units, Strengthening Families Hubs, Look After Children Service, Youth Offending Team and the Safeguarding Service. This document will be regularly reviewed and circulated via this Bulletin. [To view full details click here](#)

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### Federation of Children's Book Groups Wolverhampton branch – “MEET AND GREET”

Wolverhampton has a branch of the charity “The Federation of Children's Book Groups” and we invite you to a “**Meet and Greet**” to find out how our group can support and promote reading in and out of schools.

Date - TUESDAY 15TH NOVEMBER

Venue - ST. ANDREW'S PRIMARY SCHOOL

Time - 3.45-4.45

[Click here for more details](#)

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# School Bulletin

City of Wolverhampton Council  
Issue No. 100 (03.03.17)

## Good News



### Welcome to the 100th issue of the headteachers bulletin!

We would like to take this opportunity to thank you for all your work in providing excellent education for the young people in Wolverhampton. As you know, this can often be a Herculean task with a multitude of responsibilities, and as a Local Authority we are so grateful to have benefitted from your skills, knowledge and commitment. As a local area, we have seen the results of

schools' commitment to improvement, and are delighted to be in a position where 85% of schools in the city are rated as good or outstanding by Ofsted. Your continuing success has also been recognised by very complimentary remarks made by councillors at a recent council discussion. As I'm sure you are aware this dramatically increases the prospects of our young people, evidenced by the fact that in September 2016 91% of our 16-year-olds leaving education went on to get jobs, apprenticeships or continue their education. These fantastic results could not be achieved without your dedication so thank you again for all your hard work!

Kind regards,  
Julien Kramer

## For Priority Action

Learning Lessons Briefings in respect of Serious Case Review for  
**Child E and Child RK.**

Please find below the links for the Learning Lessons briefings in respect of the Serious Case Reviews for **Child E** and **Child RK**. Please can these be disseminate widely within your School.

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### **Schools Financial Value Standard (SFVS)**

Just a brief reminder that all local authority maintained schools are required to complete and submit their annual SFVS return to Audit Services no later than 31 March 2017. To submit the completed return, or if you have any queries, please call 01902 555613 or email [Mary.Costello@wolverhampton.gov.uk](mailto:Mary.Costello@wolverhampton.gov.uk)

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### **Term Dates Survey**

School term dates are currently being reviewed and we want to hear your thoughts! West Midlands local authorities have agreed to propose a joint change to the current format. This change would mean that, throughout the West Midlands, the summer holiday would be reduced to five weeks, with the extra week forming a two-week autumn half term break. We would love to here your thoughts, so please take a few minutes to complete our survey. We would also be grateful if it could be forwarded on to colleagues and pupils' parents.

The closing date for the survey has been extended to **Sunday 5th March 2017**.

**The survey can be accessed here.** (<https://www.surveymonkey.co.uk/r/FKXH2LQ>)

Please [click here](#) to view an illustration of the traditional format and [here](#) an illustration of the proposed change. If you have any further comments or questions, please contact **Emma Balchin** on 01902 555269 or by email at [emma.balchin@wolverhampton.gov.uk](mailto:emma.balchin@wolverhampton.gov.uk).

## **For Action**

### **Early Education Funding Briefing**

With the introduction of the early years national funding formula (EYNFF) in April and the Extended Entitlement (30 hours) in September, the Early Intervention 0-18 Service have arranged an early education funding briefing for childcare providers and schools. This briefing will cover all aspects of early education funding; TFT, EYNFF, early years pupil premium (EYPP) and the 30 hours.

The briefing is arranged for Tuesday 21st March 2017, 9am-11.30am at The Bob Jones Centre (formerly known as the Blakenhall Healthy Living Centre), Bromley Street, WV2 3AS. If you would like to book a place please contact Bal Kaur on 01902 551956 or on [Balraj.Kaur@wolverhampton.gov.uk](mailto:Balraj.Kaur@wolverhampton.gov.uk)

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### **Response to the Consultation on the National Funding Formula to Schools**

The Government issued a consultation in December on the introduction of a national funding formula for schools with indicative individual schools' allocations compared to 2016/17 actual budgets. This was circulated in January and the responses from schools were incorporated into the draft Authority response reported to Schools Forum last Monday. The draft response is [attached](#) with a column for schools to add further



comments that they might want the Authority to include in its final response. Please e-mail any further comments to [schools.resources@wolverhampton.gov.uk](mailto:schools.resources@wolverhampton.gov.uk) no later than Friday 17 March.

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### **Libraries Transformation - A Public consultation**

Please [click here](#) for full details.

## **For Information and guidance**

### **SEND Network Meeting 2: Thursday 09 March, 13:00 – 16:00 @ GTG Training Centre**

Just a reminder that this term's SEND Network meeting takes place next week, with an agenda including Statutory Assessment and Early Years updates, SEND Ofsted update, Stakeholder updates and School Improvement advice on provision development. For schools that have purchased the 3-meeting SLA, please confirm your attendance via the One System or by emailing: [standards.training@wolverhampton.gov.uk](mailto:standards.training@wolverhampton.gov.uk). Schools wishing to purchase a place at this meeting alone (or this and the summer term meeting), please use the same address for you request.

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### **CONFERENCE – CITIZENSHIP, LANGUAGE & LEARNING TEAM WORKSHOP UPDATE**

The conference will encompass the various aspects of the Citizenship, Language & Learning team's work with schools: EAL, Literacy, Prevent & Fundamental British Values. There will be a number of excellent speakers delivering workshops, including the The Literacy Shed, UNICEF – Rights Respecting Schools Award and organisations working to tackle Far Right and Islamist extremism in schools.

Date: Friday 17th March 2017

Cost: £45 per head (LA/ SLA subsidised rate), £75 for two.

All others £100 per head or £150 for two

Venue: GTG Training Centre, Bearing Drive, Wolverhampton WV11 3SZ

Bookings: [standards.training@wolverhampton.gov.uk](mailto:standards.training@wolverhampton.gov.uk)

**Please book no later than Tuesday 28th February 2017** to allow time for workshop organisation. Updated flyer ([click here](#)) includes details of workshops and presenters.

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## Chimp Mind Management

The Chimp Management Course aims to enable school leaders, staff, and children and young people to gain insight into themselves and others, and develop emotional skills to improve happiness, confidence, and success.

“Schools are ultimately about people and developing effective working relationships is at the heart of what Chimp Management do.” Secondary Headteacher, Kirklees



We are running this highly successful course and subsidised again this year. The dates are as follows:

**Leadership 2:** 15th March, 28th March

**Masterclass (for those who have done it previously):** 26th April, 17th May, 14th June, 27th June ([CLICK HERE FOR MORE INFORMATION](#))

Places are limited to reserve places please email [Jan Hill](#) or Tel: (55)5285.

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## Key Stage Assessment in EFYS, KS1 and KS2

As your end of KS teachers are now preparing their students for their end of KS assessments, we thought it was a good time to confirm the following dates and arrangements for each key stage:

### EFYS

April 6th - EYFS Conference with keynote from HMI Deborah Udakis

April 25th - Notification of moderation letters out April 25th

May 2nd - Meet the Moderator

May 24th/25th - Intra-LA moderation

Every Reception teacher should attend one of these sessions; particularly important if you were not on the moderation rota, otherwise it could be a trigger for a late moderation.

Cusp clinics Tuesday May 20th and Wednesday May 21st – by appointment only. Further dates will be arranged if required.

### KS1

1st/2nd March - KS1 moderation – interim judgements

21st/22nd March - KS1 moderation of maths and writing

15th/23rd May - KS1 moderation of maths, reading and writing

19th May - Schools to be informed of KS1 moderations

23rd May - Meet the moderator

27th April - Phonics Screening training for staff new to Y1

### KS2

8th/16th March - KS2 moderation – interim judgements

28th/29th March - KS2 moderation of maths and writing

17th/22nd May - KS moderation of maths, reading and writing

19th May - Schools to be informed of KS2 moderations

24th May - Meet the moderator

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## **Up and Coming CLL Training**

### **Year 6 Literacy Teaching to support and evidence writing at the expected standard and at greater depth**

The training session is for those who missed our February Training (rated as 100% outstanding by practitioners) and will combine both the working at and working at greater depth providing practitioners with a plethora of resources and ideas.

**Tuesday 21st March 13:00- 16:30 GTG Training Centre**

### **Year 6 SATS Reading and GPS Revision**

This training session will provide a range of revision ideas and materials for the final push for SATS. The GPS materials were highly popular last year (and fun!!!); we have improved them and added reading activities.

**Friday 7th April 13:00- 16:00 GTG Training Centre**

### **Year 5 Teachers: - Supporting your children to start writing as a year 6**

This training session will provide year 5 teachers with an understanding and resources to lay the foundations for writing in year 6 in the summer term,

**Friday 5th May 13:00-16:00 GTG Training Centre**

FREE for LA Maintained Schools and academies with an SLA with the CLL Team £75 for others

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## **SIMS Interventions Sessions**

Spring 2017 will bring the release of SIMS Interventions. With the ability to build a solution that enables you to record and track interventions; you will be able to set targets, understand where the child is via SIMS Assessment and set interventions around multiple areas (e.g. attendance, performance, behaviour, SEN, boosting grades and building confidence) to ensure that you are achieving value for money from the intervention and to understand how your Pupil Premium money is being spent.

The SIMS support team are offering overview sessions for the new software. [Click here](#) for further information.

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## **FREE CAREERS SUPPORT, BOOK NOW!**

Tuesday 4th April 2017, 10am-3pm

Wolverhampton Racecourse, Dunstall Park, Wolverhampton

The Skills & Apprenticeship Show is a **free** event which provides young people with the opportunity to help inform their career choices with have-a-go activities.

**FREE transport will be provided to schools in Wolverhampton. Transport availability is limited, to avoid disappointment book your space now! To book contact Gurinder K Wahid on email: [wahidgk@wolvcoll.ac.uk](mailto:wahidgk@wolvcoll.ac.uk) or call 01902 837184.**

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## **GET AN APPRENTICESHIP**

Tuesday 4th April 2017, 4pm-7pm

Wolverhampton Racecourse, Dunstall Park, Wolverhampton

Opportunities for residents of all ages to find out more about apprenticeships, meet employers, colleges, universities and training providers with live vacancies, all under one roof. Everyone attending will get the latest list of apprenticeship vacancies in the city.

**Just drop-in or book in advance at** [www.theskillsandapprenticeshipshow.eventbrite.co.uk](http://www.theskillsandapprenticeshipshow.eventbrite.co.uk)

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**2017 Teaching Awards to recognise and celebrate excellence in education.** We are promoting the 2017 Awards and encouraging entries from schools and academies and FE colleges across the country. **The deadline is 24th March for entries to be eligible for this year's awards** and we'd love to see an increase in participation from more schools across the country.

The Pearson Teaching Awards, often known as the "Oscars for Teachers" recognise and celebrate the exceptional and life changing work of teachers across the country. Teachers change young people's lives, often in the most challenging circumstances, and their work cannot be valued highly enough. The Pearson Teaching Awards create a moment where we celebrate their work on a UK-wide scale. [www.teachingawards.com](http://www.teachingawards.com) - please click here for more information and to see how you can get involved!

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### Leadership Briefing

Thanks to all who attended the recent Leadership Briefing on the 16th February. Please [click here](#) to access the full presentation.

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### Armed Forces Day Competition

As part of the celebrations of Armed Forces Day in Wolverhampton we will be running a competition for primary and secondary school pupils. Enter now for the opportunity to win fantastic prizes for your school. For details of the competition and how to enter please click [here](#). For further information please contact **Hannah Pawley** on 01902 556943 or at [hannah.pawley@wolverhampton.gov.uk](mailto:hannah.pawley@wolverhampton.gov.uk).



### 30 hours entitlement

As the extended entitlement for 3 and 4 year olds is fast approaching, a newsletter has been developed with all information - please [click here](#).

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### SIMS CTF Matching Routine

An updated CTF Matching routine is available for use when importing CTF's into SIMS. The routine enables you to detect potential duplicate records giving you the opportunity to choose not to import them.

The latest version will be installed into schools in the near future. Further instructions and training will be available nearer the time of installation.

If you would like any further information or guidance please contact a member of the SIMS Team.

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### **SIMS NI Tables**

The latest updated NI tables have been imported into SIMS for all school supported by the SIMS SLA.

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### **Learning Lessons Briefings from Multi Agency Case File Audits : CSE and Pre-birth**

Please see below the Lesson learnt briefings for the last two Multi-Agency Case File Audits.

<https://cloudw.sharepoint.com/ePost/Bulletin/MACFA%20Reportpre-birthAug2016doc.pdf>

[https://cloudw.sharepoint.com/ePost/Bulletin/MACFA%20Report%20CSEMay16update%20\(2\).pdf](https://cloudw.sharepoint.com/ePost/Bulletin/MACFA%20Report%20CSEMay16update%20(2).pdf)

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### **Reminder: Education Catering Survey by external consultants for City of Wolverhampton Catering Services – deadline 3rd March**

Further to our communication on 16th Feb, please note the opportunity to provide your feedback on how City of Wolverhampton Council develops its Catering Offer to schools is still open. This forms part of our ongoing commitment to develop our Education Catering Offer for which we have commissioned an independent opportunities review of our service to identify areas of good practice and improvement. As part of this review we are keen to hear your feedback on how we develop and redesign our service to deliver a commercially attractive package for schools. The feedback survey takes more than 15 mins to complete and can be accessed by following the link below. The deadline to feedback is 5pm Friday 3rd March 2017. Link to survey: <https://www.surveymonkey.co.uk/r/schoolscateringcwc>

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### **Locality Surgeries**

Please find [click here](#) dates for the Locality Surgeries held around the city



As a charity Little Troopers solely supports children with a parent serving in the regular or reserve British Army, Royal Navy or Royal Air Force. You can view more about our support here: <http://www.littletroopers.net/what-support-is-available/>

We wanted to drop you line to let you know about a new project we have launched to empower parents and help schools when supporting service children. Specifically of interest to you with many education settings in your area will be our new project, **Little Troopers at School**. The first stage of this project is information sheets, free and easy to access covering many topics including the challenges military children may face and moving schools frequently ([click here](#)). To access the school flyer [click here](#) and to learn more about the service pupil premium [click here](#).

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### Showcasing THE WAY

A film crew has recently been to The Way which showcases the provision in an excellent light! To access click



here: <https://www.madeinbirmingham.tv/player/?playercat=94455&vid=qh0bay61&v=2> - within the film, The Way is featured between 11:32 to 18:16 (this link cannot be accessed through the Council's firewalls however can be cut/paste into your own technology). There is though an excellent profile on The Way's first anniversary which can be accessed here: <https://www.youtube.com/watch?v=WdFTv2fu9H8>



### Citizen of the Year Award

Do you know a young, inspiring individual who enjoys going that extra mile to help others? If so, you should nominate them for the Wolverhampton Young Citizen Award 2017. Click here to nominate <http://www.wolverhamptonyoungcitizen.org.uk/> Closing date for nominations is 31st May 2017. Please [click here](#) for the full flyer.

### Swimming Lessons at WV Active Central

Want your child to learn a new life skill? We now have spaces available on our swimming lessons at WV Active Central. Lessons are aimed at four to sixteen year olds, ranging from beginner to competitive level. All instructors are ASA level 2 qualified and follow the ASA Swimming Syllabus.



### Northern House school PRU

Northern House school PRU offers a 12 week targeted intervention programme for vulnerable young people aged 5-11 who are at risk of permanent exclusion. To view more details [click here](#).

Wolverhampton.gov.uk



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# School Bulletin

City of Wolverhampton Council  
Issue No. 116 (14.07.17)

## For Priority Action

### Actions for Schools - July 2017

Dear Wolverhampton Head Teachers and Chairs of Governors,  
This is just a reminder that the Section 175/157 needs to be completed . The survey response date has been extended until the end of term. As you are aware this survey is to provide assurance to the WSCB that all Schools are fulfilling their statutory responsibilities under Section 175/157.

**Please complete the Section 175/157 Questionnaire using the following link –**

**<https://www.surveymonkey.co.uk/r/S175157>**

Please do not hesitate to contact the WSCB Business Unit with any queries.

**Diane Partridge Interim Board Manager Safeguarding and Quality**



### The summer holidays countdown has begun.....

It's almost time to break up for the summer and so **The Hub** would like to remind schools to send any pay affecting changes/information, e.g. new starters and contractual changes etc to

[payroll.services@wolverhampton.gov.uk](mailto:payroll.services@wolverhampton.gov.uk)  
before September 2017.

Getting this information to us before September will help to reduce delays and to ensure you and your employees are set up for the new term.

The amendments deadline for September payroll is **Tuesday 5 September 2017**.  
The **Payroll Schedule** is available to view on **The Hub Schools Intranet**

**Thank you for helping us to help you**



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**For the Urgent attention of all Secondary Schools**

**For action please - Post 16 and Key Stage 4 exam results 2017 - for the attention of the Head Teacher \ Principal \ Exams Officer**

Attached are requests for your **Post 16** and **Key Stage 4** exam results.

As in previous years, we are asking you to provide us with the requested information in whatever format is easiest for you.

**For Post 16 results - please send them to us by Thursday 17th August.**

**For Key Stage 4 results - please send them to us by Thursday 24th August.**

**You can return your results by any of the following methods**

email [randat@wolverhampton.gov.uk](mailto:randat@wolverhampton.gov.uk)

Telephone 555292, 555296 or 550046

As always, your help is very much appreciated, many thanks in anticipation.

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#### **New CSE Screening Tool for 13 years and over Launches 1 August 2017**

The CSE Screening Tool has been reviewed by the Regional CSE Leads and a new Tool is now available. Wolverhampton are actively promoting the new Screening Tool to ensure the identification of Children & Young People at risk of CSE is robust and effective.

The new CSE Screening Tool has accompanying guidance which serves to support practitioners and offers increased clarity regarding levels of risk.

#### **Wolverhampton will be implementing the new CSE Screening Tool from 1 August 2017**

To support the Launch, there is an opportunity for practitioners to attend a 'Drop-in' session with the CSE Co-ordinator, where queries can be raised and advice given.

#### **The 'Drop-in' sessions will be held on:**

**19th July 2017** at 10 – 12 / 13.00 – 15.00 at Childrens Village - Wednesfield -Graiseley Ln, Wolverhampton WV11 1PE

**20th July 2017** at 11 – 12.30 / 13.30 – 15.30 at Graiseley Strengthening families' hub, Pool Street, WV2 4NE.

**21st July 2017** at 12.00 – 13.30 / 14.30 – 16.00 at Priory Green, Whitburn Close, Pendeford, WV9 5NJ, Meeting Room 3.

For a copy of the Regional CSE screening tool 13yrs + [Click here](#)

For a copy of the Regional CSE screening tool 13yrs + Poster [Click here](#)

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#### **URGENT 30 hours validation checks**

Schools are required to carry out validation checks on parents 11 digit eligibility codes by the **14th July** to secure the place for September. Parents who made applications made before 1st June, will need to reconfirm their eligibility before validation checks are made. To validate the eligibility code you will need the parents national insurance number and the child's date of birth. Accuracy is required when carrying out validation checks to ensure that results are correct. Schools who have expressed an interest in offering 30 hours will receive an e-mail to their school account, where you will be invited to log in to the checking service page. The e-mail will be the user name, you will be asked to set a password of which you will need to keep a record. Below is the link to validation portal:

[https://early-help-support.wolverhampton.gov.uk/\\_layouts/exs/login.aspx?ReturnUrl=%2f\\_layouts%2fAuthenticate.aspx](https://early-help-support.wolverhampton.gov.uk/_layouts/exs/login.aspx?ReturnUrl=%2f_layouts%2fAuthenticate.aspx)

Eligibility codes checked after 31 August 2017 will **NOT** be able to access their entitlement until January 2018.

**Validating 30 hour Eligibility Codes**

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### **National Anti-Fraud Network (NAFN) Fraud Alerts**

NAFN has received a report from a member authority reporting that several its schools have been targeted offering free samples of items and then invoiced for goods at inflated prices.

The purpose of this alert is to provide knowledge and prevention advice to help schools protect themselves from 'Free Sample' fraud.

Some useful information and advice is included within the attached **Alert** that would significantly reduce this type of risk.

## **For Action**

### **Inclusion Funding**

As part of the new Early Years National Funding Formula, Local Authorities have a duty to introduce an Inclusion Funding to support children with SEN. Applications for this funding will be sent for approval by Senior Local Authority Officers.

Please see attached the **Inclusion Funding Pathway**, **Guidance** and **Application Form**.

Applications for this term need to be submitted by Friday 30th June 2017

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### **Strengthening Families Locality Surgeries (June/July dates)**

#### **Summary:**

We at the Children's Village and Low Hill Strengthening Families Hub are committed to ensuring that children, young people and families receive the right services at the right time. If you are a school in the Low Hill, Scotlands, Wednesfield, Ashmore Park and Heath town areas, we would like to invite you to our monthly Locality Surgery. Book a slot to discuss emerging issues/priorities/opportunities within your area/school with your locality Partnership manager, Senior Social work manager and Psychologist.

The surgeries will take place on Tuesday 25th July (Children's Village) and Tuesday 18th July (Low Hill) at 1.30pm – 4pm

Booking links:

**Children's Village:** <https://www.eventbrite.co.uk/e/childrens-village-strengthening-families-hub-locality-surgery-2017-dates-tickets-32537328024?aff=erelexpmlt>

**Low Hill:** <https://www.eventbrite.co.uk/e/low-hill-strengthening-families-hub-locality-surgery-2017-dates-tickets-32531489561?aff=erelexpmlt>

[Please click here for information on Locality Surgeries](#)

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### **Primary School Expansion Programme 2018-2020**

The Primary School Expansion Programme 2018-2020 proposes the expansion of three primary schools in the South East of the City; Loxdale Primary School, Spring Vale Primary School and Stowlawn Primary School.

Initial consultation on the proposed expansions schemes commenced on 3 July 2017. Please see below for the consultation document. Responses to consultation should be received by Sunday 30 July 2017.

If you have any queries, please do not hesitate to contact Tom Knott (School Organisation Manger) on 551469 or [tom.knott@wolverhampton.gov.uk](mailto:tom.knott@wolverhampton.gov.uk)

Primary School Expansion Programme 2018-2020

Consultation Response Form Stowlawn Primary

Consultation Response Form Spring Vale Primary

Consultation Response Form Loxdale Primary

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### **RE Subject Lead Network – in partnership with RE Today Summary:**

The RE Subject Lead Network SLA is being run this year in partnership with RE Today. Following feedback from a number of schools, our network sessions have been redesigned to include a multi-faith approach with a key focus on learning outcomes. We have therefore confirmed the following:

**28th November 2017: Session Subject: Quality Writing in RE.** This session will present teachers with 6 practical and ready to use strategies for quality writing in RE for 5-11s, and a way of generating many more ideas. Christianity, Islam and Sikhi examples will be given.

**1st February 2018: Session Subject: Reasoning & Thinking in RE:** This session will provide teachers of 4-11s with 6 practical ideas for thinking skills in RE, enabling pupils to develop their reasoning skills through study of Christianity, Islam and Hinduism.

**7th June 2018: Session Subject: Creativity in RE.** This meeting will present 6 learning ideas, ready to use, with examples from art, design, music and poetry on how to bring creativity in to the RE classroom for 4-11s, and develop teachers' talents for setting many more such activities.

There are still spaces available within the SLA – please contact Simon Carmichael at [simon.carmichael@wolverhampton.gov.uk](mailto:simon.carmichael@wolverhampton.gov.uk) or call Charlotte Harding on 4137 for more information.

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**All schools with NQTs for September**

Please remember that the summer term assessment forms are due into us by **Monday July 17th 2017**. However, we will gladly accept any that are already completed ahead of this date!

Also, **please remember to register any newly appointed NQTs with us as soon as possible**, so that we can get them registered and send you any information that you might need, ready for their welcome meeting in September. The form can be accessed from this link: [NQT appointment form](#)

Next year's NQT Programme is presented in Partnership with Manor Teaching School.

See the full programme here: [NQT programme flyer TSC](#)

We look forward to receiving your appointment forms and welcoming you and hope that you will be able to join us at the welcome event, with The Worshipful the Mayor of The City of Wolverhampton, Councilor Darke and of course our assistant Director of Education, Alex Jones. Please note that there will be training sessions running from 1:30 as detailed on the invitation. There is no additional charge for this event, it is included in your SLA.

## An invitation to our NQT Welcome

We would like to invite all our newly qualified teachers to come together, so that they can meet each other and find out about the induction process. The half-day will include **E-Safety** and **Prevent Training**, as well as a bespoke session from **Manor Teaching School** entitled 'Building Positive Behaviours for Learning', and more!

*Induction tutors are also invited to join us from 3:15 onwards, when there will be a specific session tailored for them.*

**Wednesday 13th September 2017 from 1.30 - 5.00pm**

**GTG Training Centre,**  
Bearing Drive, Wednesfield, WV11 3SZ

Confirm attendance by emailing  
[standards.training@wolverhampton.gov.uk](mailto:standards.training@wolverhampton.gov.uk)

*We look forward  
to seeing you there!*

CITY OF  
WOLVERHAMPTON  
COUNCIL

### Tracking Twos

In order to measure the impact of the Two year old entitlement, schools with two year olds and childcare providers are requested to complete and return the attached tracking sheet by Friday 28th July.

[End of entitlement tracking Summer'17](#)

### Breakfast / After School and Holiday Provision on WIN

Please could you try and make sure you put an announcement on Wolverhampton Information Network (WIN) for the public /parents to see what is running at your school during holidays and after school and also if you offer Terrific for Twos provision.

Attached is a safe and sound form, which will need to be completed before putting any information on WIN.

## For Information and guidance

### Playday 2017

Please find attached flyer for National Playday, Wednesday 2 August 2017, 11am – 3pm at Bantock Park, Finchfield Road, Wolverhampton, WV3 9LQ

[Playday 2017 leaflet](#)

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### Wolverhampton Youth Orchestra/Youth Orchestra Concert St John's in the Square Church, Wton. Thursday 20 July 2017 at 7.30pm

You are invited to the above concert which immediately proceeds our tour to Catalonia region of Spain. Tickets available from Cath Fox ([music.school@wolverhampton.gov.uk](mailto:music.school@wolverhampton.gov.uk) or The Music School, Graiseley Hill, WV2 4NE by Wednesday 13 July). We can offer 2 complimentary tickets. Should you require more please attached a cheque - £7.00 (for this event tickets, including children, will be sold at £7 each . We very much look forward to seeing you. More details on [attached letter](#).

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### Director of Education post

We would like to update you on the process to appoint Wolverhampton's new Director of Education.

The post is currently being advertised with a closing date for applications of Monday 24 July. At this stage, we anticipate that the successful candidate will be in post towards the end of 2017.

The Director of Education will be a key member of the Council's Senior Management Team and will work closely with our City's schools and academies at an exciting time, as we have recently been named Local Authority of the Year and also enjoyed a very successful peer review. At the same time, educational outcomes for our City's pupils are improving, and we now have more Good and Outstanding schools than ever before.

For more information about the post, please click

<http://www.cityofwolverhamptoncouncil.co.uk/leadership-new/vacancies/director-of-education.html>, and please feel free to share details among your networks as appropriate.

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### Summer holiday activities at WV Active

WV Active leisure centres are holding loads of fun activities over the summer holidays. Everything from crash swimming courses and cycling lessons to roller discos and bounce parties will be available. If your school would like some flyers to hand out about what's on offer, please email [abigail.reed@wolverhampton.gov.uk](mailto:abigail.reed@wolverhampton.gov.uk).





### **RE Art Competition**

Wolverhampton SACRE ran our first RE Art Competition this year and have awarded some amazing prizes to two schools across the City. We asked for submissions; either individually, or as a class project, of pieces of art inspired by a visit to a place of worship.

Congratulations to Graiseley Primary School that won the individual prizes that were presented by Cllr Darke at the school assembly. Children received a huge array of art supplies. Our whole class prize was awarded to YR1 at Fallings Park Primary school who won a fully-expensed trip – including transportation, entry, activities and lunch – to Conkers Outdoor Activity Centre. The Mayor and Mayoress of the City presented certificates during assembly and were asked for tea and cake afterwards!

We will be running a similar competition next year with more great prizes for your schools. For more information about SACRE, contact Charlotte Harding on 4137.



### **Back to Dinosaur School at Wolverhampton Art Gallery**

Who knew you could go to Dinosaur School in the summer holidays?

Join us for an exciting week of dinosaur activities at Dinosaur School - a whole week packed with dinosaur facts, fossils, dinosaur art, model making and stories

aimed at children aged from seven to 11-years-old.

Day 1: Dinosaur Drawing Monday: Explore our Dinosaur Art exhibition and learn to make fossil drawings like a palaeontologist.

Day 2: Eggosaurus Tuesday: Make your own baby dinosaur nest.

Day 3: Dinosaur Diorama Wednesday - Learn how to make your own 3-D dinosaur landscape.

Day 4: T-Rex Thursday - Make a big dinosaur sculpture.

Day 5: Fossil Friday - On 'Fossil Friday', students at Dinosaur School can discover more about this amazing collection.

Price: £15 per child per day, or £50.00 for the week and the sessions are from 10.30am – 3pm. Call 01902 552038 to book your place.

### **Summer programme activities for targeted families**

Universal services are running a summer programme of activities for targeted families to support their learning and development over the summer break. These activities will be available at parks and varied venues across the city, they will focus on speech and language, school readiness and transitions, for children aged between 18 months and five years. Parents are required to attend with their child/children and engage in the activity. For your information, the summer programme and the referral form are attached, please follow the referral instructions to book a place for identified families.

[Click here for learning through play summer booklet](#)



[Click here for booking form](#)

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### **Holiday Fun at Wolverhampton Art Gallery**

Holiday fun at the gallery leaves the dinosaurs behind and jumps forward in time with a new summer school where junior Egyptologists can discover more about the pyramids, hieroglyphs and what it was like to grow up in Ancient Egypt.

[Click here for further information](#)

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### **SIMS Training for Autumn 2017**

The SIMS Training Guide for Autumn 2017 is now available.

If you require any further information or to book a place on one of the courses, please contact a member of the SIMS Team on 551468 or email

[SIMS.Support@wolverhampton.gov.uk](mailto:SIMS.Support@wolverhampton.gov.uk)

[SIMS Training Autumn 2017](#)

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### **TFT Newsletter**

[Click here for](#) the Terrific for Twos Newsletter.

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### **SIMS User Group Autumn 2017**

The next meeting of the SIMS User Group will take place on Wednesday 20th September, 9.00am Primary and 1.00pm Secondary. If you would like to add an agenda item for discussion, please forward details to [Jo.Woodcock@wolverhampton.gov.uk](mailto:Jo.Woodcock@wolverhampton.gov.uk)

Information including the presentations and documentation from previous groups are available on the SIMS area of CloudW under SIMS News | SIMS User Group.

You can confirm your attendance at the meeting by contacting a member of the SIMS Team on 554223 or emailing [SIMS.Support@wolverhampton.gov.uk](mailto:SIMS.Support@wolverhampton.gov.uk).

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### **Tettenhall Wood School - Sensory Garden Equipment**

Tettenhall Wood School Have the following items available that need to be removed from their sensory garden during the summer holiday period.

These include:

- 1 x interactive jumping jets
- 1 x sound interaction jumping jets
- 1 x interactive stainless steel sphere water feature
- 1 x interactive soundboard
- 2 x sound modules
- 2 x selection of wind chimes and wind spinners
- 4 x outdoor speakers
- a x pergola with coloured Perspex roof
- 3 x mushroom stools

Please note that specialist electrical installation may be required for some of these items.

For more details contact nadeem iqbal on 01902 558139 or at [nadeem.iqbal@tettenhallwoodschoool.org.uk](mailto:nadeem.iqbal@tettenhallwoodschoool.org.uk)

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### **Playday 2017**

Please find attached flyer for National Playday, Wednesday 2 August 2017, 11am – 3pm at Bantock Park, Finchfield Road, Wolverhampton, WV3 9LQ

[Playday 2017 leaflet](#)

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### **Early Intervention Summer Training Brochure**

[Please click here for the Summer Training Brochure.](#)

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### **Learning in the Outdoors Training**

Please find [attached](#) flyer for Learning in the Outdoors Training, Please book via link on the flyer.

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### **Early Education Flowchart**

Please find [attached](#) flowchart to support you in applying for rising 3's and EYPP funding Summer Training Brochure

[Click here for the Summer Training Brochure.](#)

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### **Summer Holidays - space**

Do any schools have any space inside or out, which can be accessed over the summer holidays for the Universal Services to operate a summer programme of activities to support parents over the holidays with their child's school readiness.

If you have any space please contact: [jenny.ward@wolverhampton.gov.uk](mailto:jenny.ward@wolverhampton.gov.uk) or call 01902 551019.



### **Disability Access Funding**

As part of the new Early Years National Funding Formula, an additional funding stream is now available to support children with Special Educational Needs.

Providers / schools who are caring for any 3 and 4 year olds accessing their 15 hours nursery entitlement and who claim Disability Living Allowance (DLA) can apply for the Disability Access Fund (DAF). DAF which gives providers / schools a one off payment to support with the child's inclusion within the setting.

Before applying please ensure you have read the [guidance here](#).

Click [here for the pathway](#) and [here for the blank application form](#). Please can all application forms be sent to Claire Hardiman by Friday 26 May 2017 latest.

Complete applications or requests for any additional information, should be made to Claire Hardiman on [Claire.Hardiman@wolverhampton.gov.uk](mailto:Claire.Hardiman@wolverhampton.gov.uk)



## School Standards Training

Click here for the School Standards Training Website  
Even if you have an SLA please ensure you book,  
as places are limited.

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### Attachment Awareness Training: Practical help for Vulnerable Children & Young People

19th October 2017, 9am – 4pm, at GTG Training Centre

This one-day course explains the concepts and approaches that underpin the development of attachment awareness in schools. It will help teachers of all year groups understand children's **brain development** and provide **practical approaches** to dealing with **behavioural issues**, aiding recovery from **trauma**, and helping children to increase their **resilience** to negative influences. [Click here to download the PDF for more information.](#)

*"Very well delivered. Best training I have received throughout my career in education."  
Danielle Ryan, Surrey – November 2016*

Kate Cairns Associates' highly-regarded training will be delivered by Jane Evans, who has worked with vulnerable children & young people and their parents, carers & families in a variety of settings including voluntary organisations, local authorities, early year's provisions, schools and family support, domestic violence and child-to-parent violence services for over 20 years. Read more about Jane [here](#).

**Places are £100 per person or £150 for two people.** To book, email [standards.training@wolverhampton.gov.uk](mailto:standards.training@wolverhampton.gov.uk) with the full name, school, and email address of the attendee(s).

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### New Headteacher Programme

The School Standards department are planning to run a New Headteacher programme next academic year. If you have a new or interim Headteacher in place who would be interested in attending the course, please can you email [standards.training@wolverhampton.gov.uk](mailto:standards.training@wolverhampton.gov.uk) with the name, email address and phone number to use. All phases welcome.

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