



Vale School Governors' Association Cymdeithas Llywodraethwyr Ysgolion y Fro and Governor Support Unit **Newsletter**

Note from the Chair

We are nearing the end of what is apparently the warmest year on record. Except suddenly it is winter with gloomy cold wet windy days and it seems to be getting dark far too early in the afternoon.

At the same time there is further gloom on the financial horizon for schools in the Vale, Wales and wider. These are challenging times for public sector funding. The Vale Council has to find savings. There is insufficient money to go round. Schools and Governors are going to have to make some tough decisions when setting this year's budgets.

To help you in your deliberations, may I commend the Governor briefings being run termly by the Consortium. This Spring Term's theme will be looking at the Pupil Deprivation Grant and the Education Improvement Grant. In order to make these more accessible to Vale Governors, one of the sessions will be held in the Vale, although you will still be able to attend briefings in Nantgarw.

Another development to bring to your attention is the new body taking over from the General Teaching Council for Wales from 1st April 2015. The Education Workforce Council deals with the registration of teachers, but will have an extended remit covering learning support staff from 1st April 2016. Governors will need to bear this in mind when recruiting and also make sure that their workforce is as it should be. Full details at www.ewc.wales

Let us hope the New Year is brighter in more senses than one. I take heart from an event which demonstrates why we are bothering with all our meetings and discussions – School Prize Giving at St Richard Gwyn Catholic High School. Here are the citizens of tomorrow, and I am impressed by their achievements and enthusiasm.

Martin Price

Chair of VSGA and Vice-Chair of Governors, St Richard Gwyn Roman Catholic High School, Barry

Issue 34 Autumn Term 2015

Special points of interest:

- AVAGO was formed in 1996 and re-launched in 2006 as Vale School Governors' Association (VSGA)
- The Management Committee is made up of 15 elected governors together with 2 elected parent governor representatives

VSGA was set up to:

- Promote best practice in governance in schools within the Vale of Glamorgan LEA
- To promote partnership amongst schools and between schools and the LEA
- To work with stakeholders to ensure adequate resources for schools within the LEA
- To represent the Association's views on issues relating to school governance and the management and resourcing of schools to relevant authorities and organisations

In association with the
Vale of Glamorgan Council's
Governor Support Unit

Contact Details:

John Sparks

Head of Governor Support

Tel: 01446 709106 Fax: 01446 701820

Email: JSparks@valeofglamorgan.gov.uk

Janine Hoare

Governor Support

Administrator

Tel: 01446 709107 Fax: 01446 701820

Email: JHoare@valeofglamorgan.gov.uk



VSGA has an email address that you may contact us on. It's VSGA@valeofglamorgan.gov.uk

alternatively you can contact VSGA by post at:

VSGA
Governor Support Unit
Learning & Development Dept.
Vale of Glamorgan Council
Provincial House, Kendrick Road
Barry CF62 8BF

Switching on minds

An exciting new free resource is available for our Vale schools, in the shape of a local education and visitor centre perfect for pupils' enquiring minds.

Trident Park is the energy recovery facility in Cardiff Docks run by Viridor that deals with converting the Vale's residual (non recycled) waste into renewable energy.

It is a brand new, state of the art, impressive facility that contains an education and visitor centre which opened its doors in August 2015.

Pupils will learn about reducing, reusing and recycling waste. The centre contains interactive exhibitions with hands-on models and audio visual exhibits, a fully equipped classroom and activities linked to the national curriculum with session plans.

The centre can offer a range of educational packages from Key Stage 2+ with guided site tours, all fully risk assessed.

Free, fun and state of the art, everything is provided with the aim of stimulating, engaging and educating our young people.

To date one Vale primary school has visited Trident Park, with another school scheduled to visit in December.

I think demand to visit will be high as the facility deals with waste from several local authorities, so please

encourage your school to book early to avoid disappointment. Bookings are made directly with the centre manager, Mr Ross Clifford, either by calling **029 20 501877** or e mailing cardiff@viridor.co.uk

Please don't let this chance go to waste, having visited myself I can highly recommend a visit!

Sam Harrison

Waste Awareness Officer

For further information please either telephone: **01446 700111** or email: visible@valeofglamorgan.gov.uk



HR Update for Governors

Safer Recruitment

There are robust arrangements in place to ensure Vale Schools recruit staff in accordance with the safer recruitment policy. It is recommended that staff should not commence work until all safer recruitment checks are in place (DBS, references, registration). However, in circumstances where it would be a greater risk to pupils if the person was not allowed to start work prior to receipt of all checks, Schools are required to complete a Risk Assessment PRIOR to the person starting work. Whilst there have been some improvements, there are still occasions when Schools are failing to complete the Risk Assessments on time. We would ask all Governors to ensure this stays high on the agenda and that you continue to monitor your schools performance.

Effective Management of School workforce attendance

Welsh Government has produced this guidance for Schools with the aim of promoting effective management of workforce attendance to ensure positive learner outcomes as well as monitoring the health and well-being of staff.

It encourages schools to ensure they have effective policies and procedures in place to manage the absence of staff and provide appropriate, cost effective cover arrangements. Schools have been sent this information with a reminder of policies and procedures available to assist them including Management of Attendance, Special Leave and Rarely Cover. Schools with a service level agreement also receive dedicated support from a health and safety officer for health, safety and welfare issues.

Leadership Pay Ranges

The School Teachers Pay and Conditions Document (the Document) introduced performance related pay for all teachers in 2013 and in September 2014 amended the pay arrangements for the leadership group.

For new appointments there is a three stage process. The pay of Heads in post will only need to be reviewed when there have been significant changes to responsibilities.

Stage 1 – Define the role and determining the head teacher group

The head teacher group will be determined by the total unit score in accordance with the Document which is based on pupil numbers. The unit score must include any permanent responsibilities for additional schools. The recommended Pay Policy for Vale Schools retains a 7 point scale for Head teachers and 5 point scale for Deputies.

Governors will need to define and set out the specific role, responsibilities and accountabilities of the post as well as the skills and relevant competence required.

Stage 2 – Setting the indicative pay range

At this stage it is necessary to consider the complexity and challenge of the role in the context of the school. Previous discretionary payments, such as allowances for recruitment and retention, permanent additional responsibilities and long term provision to other schools must be captured at this stage as there are no longer separate allowances.

The complexity and challenge of the role should determine the indicative range in the head teacher group, e.g. whether this should be at the lower end or at a higher level because of the level of challenge.

There may however be circumstances in which there are additional permanent factors that suggest the indicative pay range should be higher than that provided by the basic calculation in stage 1. The following examples are for guidance only and not exhaustive.

- Context and challenge arising from pupils needs e.g. high level of deprivation in the community (Free school meals) entitlement and/or English as an Additional Language may be indicative or there are high numbers of looked after children or children with special needs or a high level of in-year pupil mobility which affects the challenge in relation to improving outcomes.
- High degree and complexity and challenge e.g. accountable for multiple schools or managing across several dispersed sites which goes beyond that expected of a head teacher of a similar sized school/s and not already reflected in the total unit score used at stage 1
- Additional accountability not reflected in stage 1 e.g. leading a teaching school alliance
- Factors that may impede the schools ability to attract a field of appropriately qualified and experienced leadership candidates.

Pay ranges should not normally exceed the maximum of the head teacher group but if the circumstances warrant it, the indicative pay range can be set up to a maximum of 25% above the top of the relevant head teacher group range. Governors should ensure that no doubling counting takes place and that they have a clear audit trail for all decisions.

In wholly exceptional circumstances there is the ability to go above the 25% limit but in this case Governors must have external independent advice.

Any temporary responsibilities should be reflected by an allowance and not included in setting the indicative pay range.

Stage 3 - Deciding the starting salary and individual pay range

This will be determined by the extent to which the candidate meets the specific requirements of the role but there must be scope for performance related progression.

For other leadership roles the process is broadly the same taking into account the level set for the head teacher.

Education Workforce Council – Registration of School Support Staff

From 1 April 2016 it will be a legal requirement for all school learning support workers in Wales to be registered with the Education Workforce Council.

A school learning support worker means a person who is not employed as a qualified school teacher but who provides or supports the provision of any of the services listed below by a school teacher in a school maintained by a Local Authority. This includes special schools, maintained nursery schools and pupil referral units.

The services are defined as:

- planning and preparing lessons and courses of study for pupils;
- delivering lessons to pupils (includes delivery via distance learning or computer-aided techniques);
- assessing the development, progress and attainment of pupils; and
- reporting on the development, progress and attainment of pupils.

HR and TransAct, in consultation with Schools, are identifying the staff who will need to be registered. We will then be supplying relevant information to the EWC in accordance with timelines they have supplied to us.

Further information is available on the EWC website: www.ewc.wales

Counter-Terrorism and Security Act 2015

Section 26 of the Counter-Terrorism and Security Act 2015 came into effect on 01 July 2015.

This section of the Act places a statutory duty on schools to “have due regard to the need to prevent people from being drawn into terrorism”.

Prevent is one of four strands of the government’s counter-terrorism strategy and aims to stop people becoming terrorists or supporting terrorism.

Being drawn into terrorism includes not just violent extremism but also non-violent extremism, which can create an atmosphere conducive to terrorism and popularise views which terrorists exploit.

The Revised Prevent Duty Guidance explains the statutory duty on schools to “have due regard to the need to prevent people from being drawn into terrorism”.

The section for schools starts at paragraph 57.

Schools should make sure that staff have training that gives them the knowledge and confidence to identify children at risk of being drawn into terrorism and to challenge extremist ideas.

Schools should know where and how to refer children and young people for further help.

Prevent awareness training will be a key part of this.

The standard training to support Prevent is WRAP (Workshop to Raise Awareness of Prevent).

WRAP training for trainers will be provided for DSPs and DDSPs on 23/02/16.

A governor training session on this subject has been scheduled for Monday 14 March 2016 in the Civic Offices, Barry from 6.00-8.00pm

Dorian Davies, Safeguarding Officer

Who are Young Carers (YCs)?

Young carers are children and young people under the age of 18 who have caring responsibilities for a sick or disabled family member. The person they look after may be a parent, a brother or sister, a grandparent or other relative. They may provide practical or physical care, help with personal care, and help with domestic tasks and/or emotional support.

Young carers can face serious caring responsibilities, in addition to the daily tasks they complete such as housework, cooking and bathing, they live with the added pressure of school and, often, a lack of understanding from schoolmates.

"Previous research showed 27% of young carers aged 11–15 experience educational difficulties or miss school, rising to 40% where children are caring for a relative with substance misuse or alcohol issues. Being a young carer can seriously affect a pupil's attendance, achievement and attainment at school, and many young carers report that they have dropped out of school in the past. Often however, schools are unaware that caring responsibilities are the root cause". (Quote taken from page 30 of Carers Trust Report, Commissioning Services for Young Carers and their families", 2012)

There are an estimated 700,000 young carers in the UK and a recent survey in the Vale of Glamorgan indicated that 1 in 12 (8%) of pupils in primary or secondary school could be young carers.

What support is there for YCs in the Vale?

In the Vale of Glamorgan, the Young Carers' Project is managed by the YMCA and is called, "Time 4 Me." Cardiff YMCA took over the Vale young carers project in November 2014. "Time 4 Me" will be providing regular respite activities to young carers in the Vale, aged 7 – 18, giving them an opportunity to socialise, make friends and have fun! They also give 1-2-1 support to those young carers affected by their caring role.

The Programme elements are:

- Family Support, including signposting and support to access other services
- Educational Support, including afterschool and support to access further and higher education
- Carers Break, at least one 2hour group activity each month. Respite activities for the young carers vary, but include trips to swimming, Boulders, cinema, ice-skating, to name just a few, but consultation and feedback from the project members means it is very much led by the young carers themselves.
- Overnight stays/holidays,
- Raising Awareness, providing information sessions to pupils and professionals, including information on how to contact services



Young carers from Time 4Me Project attending a sailing voyage on Challenge Wales in September 2015

How do I refer a Young Carer?

Carys Jenkins, the Vale's full-time Young Carers Project Worker, is based in Barry YMCA and can be contacted on 07966 834506 or carys.jenkins@cardiffymca.co.uk Access to the Young Carers Project is via referral, and this can be through:- professionals, young person or their parent/family member.

Both Carys and James Livingstone (Vale's Carers' Development Officer) will be talking about Young Carers at the DSP Forum on 19 January and 16 March 2016 respectively.

Additionally, Julia Fenton, Carers Support Officer, based in the Children with Disabilities Team (CHAD), can undertake assessments for young carers and she works very closely with Carys Jenkins. Julia can be contacted on 01446 725202.

If you want to refer a YC, please contact Carys or Julia directly.

Is there any information about Young Carers?

Further information about young carers can be found on the following websites

http://www.valeofglamorgan.gov.uk/en/living/social_care/adult_services/caring_for_someone/Young-Carers.aspx

YMCA (new website imminent)

<http://www.cardiffymca.co.uk/young-carers>

Welsh Government Young Carers Toolkit website

<http://youngcarerstoolkit.co.uk>

Additionally, there is also a YC awareness e-module on the Vale Learning Zone, accessed via

<http://vog.learningpool.com/>

Management Committee Membership 2014-16

The Management Committee is comprised of 15 elected governors plus the two Parent Governor Representatives (one each from the Primary and Secondary sectors).

No.	Title	Initial	Surname	School
1	Mr	N	Craggs	Gwenfo C/W Primary
2	Mrs	H	Drew	Cowbridge Comp
3	Cllr Mr	C	Elmore	Barry Comp & Holton Primary
4	Mrs	M	Gibbs	Llantwit Major Comp & Romilly Primary
5	Mrs	S	Hodges	Ysgol Gwaun y Nant & Ysgol Sant Baruc
5	Mrs	K	Kemp	Llancarfan Primary
7	Mrs	A	Males	Cogan Primary & St Cyres Comp
8	Mr	M	Mason	Llanilltud Fawr Prim & Ysgol Dewi Sant
9	Dr	M	Price	St Richard Gwyn R/C High
10	Mrs	C	Roach	Llangan Primary
11	Mr	C	Laity	Cadoxton Primary
12	Mr	D	Treharne	Llansannor C/W Prim & Ysgol Gwaun y Nant
13			Vacancy	Bute Cottage Nursery
14	Mrs	S	Williams	All Saints C/W Primary
15	Cllr Mr	M	Wilson	Victoria Primary
PGR - Prim	Mr	L	Kellaway	Ysgol Gymraeg Bro Morgannwg
PGR - Sec	Dr	C	Brown	Llantwit Major Comprehensive

Any governors interested in becoming a member of the VSGA Management Committee should contact John Sparks by email at JSparks@valeofglamorgan.gov.uk