

B-Comms



Diocese of Norwich
St Benet's
Multi Academy Trust

18 March 2022 (Issue 28)

WELCOME to the latest issue of B-Comms, for schools and academies in St Benet's MAT.

B-Comms is our fortnightly newsletter that includes good news stories from our academies, operational updates, general information and a central calendar for training events across the Trust.

Don't forget to send in any news that you want to share, to the Editor at: suzannah.kay@stbenets.org.

Good News Stories

St Benet's Schools Living Out Christian Values

As part of their World Book Day activities, Year 6 pupils at **Dickleburgh Primary Academy** ran a secondhand book sale and chocolate tombola to raise money to buy some outdoor bean bags to put into their Peace Garden so that they could sit in there and read.



However, after counting the money, which came to £150, all the pupils decided that they would like the money to go to the NSPCC Ukrainian Appeal instead.

Executive Headteacher Moira Croskell said, *"I was so proud of them for making this decision themselves and it shows a real understanding of our Christian Values."*



Another pupil at Dickleburgh Academy, Daisy in Year 4, is being sponsored to walk 10,000 steps every day during Lent to raise money for EACH (East Anglian Children's Hospices). She decided to do this after listening to a Collective Worship about Lent.

At **Garboldisham Primary Academy** the children decided that they wanted to do something to help children fleeing from Ukraine, so they have set up a collection point at the school and have written to parents for donations of goods to help support mums and children who have left their country with only what they could carry.



Alburgh with Denton Primary School (joining St Benet's MAT as a full Member on 1st May 2022) are also supporting those affected by the war in Ukraine by collecting items for Support Ukraine UK. The school also have a non-uniform day for Ukraine and Red Nose Day and are splitting the proceeds between the two causes.

We are proud of all our pupils for exhibiting such compassion and generosity.

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Prayer for the Day

The Church of England have an app called Time to Pray, which releases a new prayer twice a day as a short podcast for you to listen to. Today's prayer can be heard [here](#).



Reminders

Press & PR

Our PR Officer, **Kate Morfoot**, should be your first point of contact for any press/media enquiries or if you have any good news stories from your academy which you would like to publicise. Her contact details are: **07803 590 728** (inc out of hours) and press@stbenets.org.

Diocesan Headteachers' Conference 2022

This year's Headteachers' Conference is taking place in person at the Weston Room at Norwich Cathedral on **Tuesday 29 March at 8.45am-5.00pm**. Speakers include Mark Russell, Chief Executive of The Children's Society; Simon Bailey, National Safeguarding Practice Review Panel Member; Allana Gay, Headteacher and Co-founder of BAMEed; and Lorna Fitzjohn, Regional Director of Ofsted.

To book your place please visit www.DofN.org/headteachers2022.

Footprints

Footprints magazine is circulated to all Diocesan schools and is a wonderful tool for communicating good work done by your academy. The latest edition can be read [here](#). Future issues will cover the following themes: April—churches and schools working together; June—vulnerable groups; September—life in all its fullness.

If you would like your school to be featured in Footprints, please contact Holly Davy, PA to the Diocesan Director of Education, at holly.davy@dioceseofnorwich.org.

Vacancies

For vacancies at St Benet's MAT please visit: www.stbenets.org. Please email your vacancies to: robyn.redman@donesc.org.

For vacancies at DNEAT, DoNESC and the Diocese of Norwich please visit: www.dneat.org or www.dioceseofnorwich.org.

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Operational Updates

DBS Checks

The Disclosure and Barring Service have recently created a very helpful, short (7-minute) animated 'Guide to DBS Checks' and leaflet. Support staff who are responsible for DBS checks and the Single Central Record will find the guide very useful.

The video can be found here: <https://www.youtube.com/watch?v=lzD93s7xPc0>

The related leaflet can be found here: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1059974/Quick_Guide_to_DBS_Checks.pdf

TASC CURA and Peer-on-Peer Abuse

It is important that the Trust accurately records issues of sexual violence and sexual harassment. Please ensure on TASC CURA that you have created a peer-on-peer abuse concern tag so that under the Abuse Classification - Sexual instances of peer-on-peer abuse can be recorded. For those academies who are still currently using CPOMs please ensure that the Trust Designated Safeguarding Lead Sharon Money has administrator access to be able to download reports required for the Trust Board. Details of the secure login for CPOMS should be sent to Sharon via Switch Egress.

Governance Updates

St Benet's MAT Updated Policies

The following policies have recently been approved by the St Benet's MAT Board, editable versions have been sent to academy Heads and offices and are now available in the staff resource hub area of the website.

- HR10 Ex-Offenders Policy Statement
- HR11 Staff Bullying and Harassment Policy
- S24 Staff Grievance Procedure
- S25 Staff Appraisal Policy

Please ensure that these policies are personalised for the academy, adopted at the next LGB meeting and uploaded to the Academy website. Please also ensure that all staff are given a copy/made aware of the updated policies.

New Member for St Benet's MAT

We are delighted to welcome Rev Joanna Haywood who has taken up the role of Member for St Benet's MAT.

Joanna was born and brought up in South London, she had a variety of careers in Nursing, Office Administration and a stint studying Architecture before completing her degree with the Open University and training as a primary school teacher.

Joanna worked in multicultural community schools in Croydon before moving into School Improvement work and then into school leadership. In 2016 Joanna took early retirement and in 2017 moved to Norfolk for a fresh start and new opportunities.

Following the rather unexpected call to ordained ministry, Joanna trained on Eastern Region Ministry Course's (ERMC) fulltime contextual course based at St Nicholas, North Walsham. Since ordination in 2021, Joanna has been serving as a full-time Curate in the Trunch Group of Parishes on the North-East Norfolk coast.

Joanna has a grown-up son who lives in Leicestershire and Joanna shares her home with her cat Phoebe, who enjoys the surrounding fields.

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Operational Updates (contd)

Apprenticeships

We are working with Jungle PR to publicise the great work of our Apprentices across the Trust. We have been asked to identify Apprentices who would be happy to have their photos taken, and possibly a short video made of their experiences. The questions that will be asked are:

- Name
- Age
- Job Role
- Apprenticeship taken, when and how long
- What made you decide to do an Apprenticeship?
- How did you find out about it?
- How long was it?
- Was anything challenging about it?
- What was the outcome?
- What do you love about your job?
- What else would you be doing now if you hadn't done the Apprenticeship?
- Advice to anyone considering undertaking an Apprenticeship

If you have undertaken an Apprenticeship with us and would like to be part of this project, please email Jo Leach, HR Manager, on jo.leach@donesc.org.

We have amazing Apprenticeship opportunities, including Business Administration Level 3 and Teaching Assistant Level 2. If you would like to discuss Apprenticeships further, please contact Jo Leach.

Recruitment

DoNESC have created new HR Job Advert Forms for schools to complete when submitting their adverts after confirmation from Finance. This form is to help us with uploading your job adverts. Forms are available from Robyn Redman, HR Administrator on robyn.redman@donesc.org.

Occupational Health Referrals

DoNESC have created new HR Occupational Health Referral Forms for schools to complete when submitting an Occupational Health Referral request. All requests for Occupational Health should be sent to jo.leach@donesc.org, your HR Officer and hr@donesc.org. Forms are available from Robyn Redman, HR Administrator on robyn.redman@donesc.org.

References

When references are received from individuals who have left the Trust, please forward these to HR@donesc.org so that we can check the individual does not have an agreed reference in place. It is important that if an agreed reference has been made, then only that reference is used.

Cycle to Work Scheme

As the nights are getting lighter and we start to think about enjoying outdoors, please remember we offer the Cycle to Work Scheme. Please email hr@donesc.org for further information.

HealthShield

Please email hr@donesc.org if you have not received your welcome pack for HealthShield.

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Training/CPD Calendar

DATE	TIME	EVENT/LOCATION	CONTACT
21 March	09.00-12.00	Maths Hub Day for Maths Leads—Embedding Mastery. Location: Diss Junior	Laura Richardson l.richardson@diss.stbenets.org
30 March	10.00-12.00	Quality Assuring Lesson (Garboldisham Teachers) Location: Garboldisham Primary	Laura Richardson l.richardson@diss.stbenets.org
25 April	09.00-12.00	TRG—Embedding for Maths Subject Leads Location: TBC	Laura Richardson l.richardson@diss.stbenets.org
16 May	09.00-12.00	Maths Hub Day for Maths Leads—Embedding Mastery. Location: TBC	Laura Richardson l.richardson@diss.stbenets.org
18 May	09.00-16.00	Subject Leader Update—Focus: Review of action plans and strategy implementation—monitoring, updates, coaching/mentoring (HT to join 14.00-16.00). Location: St Mary's Junior Academy, Long Stratton	Kelly Stokes kelly.stokes@stbenets.org
19 May	09.00-11.30	The Role of a TA in a Mastery Classroom (Beacon Federation TAs) Location: Dickleburgh Village Hall	Laura Richardson l.richardson@diss.stbenets.org
07 June	09.00-12.00 12.30-15.30	Teachers/TA's—Learning to read, reading to learn, vocabulary, decoding, comprehension, academic reading preparation, gaps-social justice. Location: TBC	Kelly Stokes kelly.stokes@stbenets.org
09 June	09.00-12.00 12.30-15.30	Teachers/TA's—Learning to read, reading to learn, vocabulary, decoding, comprehension, academic reading preparation, gaps-social justice. Location: TBC	Kelly Stokes kelly.stokes@stbenets.org
23 June	09.00-16.00	Subject Leader Update—Focus: Moderation (HT to join 14.00-16.00). Location: ASHS TBC	Kelly Stokes kelly.stokes@stbenets.org
01 July	09.00-12.00	Maths Hub Day for Maths Leads—Embedding Mastery Location: TBC	Laura Richardson l.richardson@diss.stbenets.org

Rural Teaching Partnership 2022 Launch - webinar (28 March 2022 at 4.00pm)

Please RSVP to Vicky Colman vcolman@teachfirst.org.uk by 5.30pm on Thursday 24 March for the calendar invitation and Teams link.

This webinar (28 March, 4.00pm) will launch the expanded Rural Teaching Partnership: a collaboration between the Church of England, Teach First and the Chartered College of Teaching, and now available to primary schools in all Dioceses following a successful pilot in 2021.

Evidence shows that rural school leaders face greater difficulties with staff recruitment and retention compared to urban schools. The Rural Teaching Partnership enables Church of England primary schools to access high quality trainee teachers: recruited, trained and supported by Teach First (an Ofsted Outstanding ITT Provider and Early Career Framework Lead Provider).

The Bishop of Durham, Paul Butler, the Church of England's lead Bishop for Education said: "Children in rural communities deserve excellent teachers, and this partnership is about helping to ensure the best outcomes for children in every community."

The webinar will include a chance to:

- Learn more about Teach First's Early Years and primary offer and find out why 94% of schools are satisfied with their school's partnership with Teach First;
- Hear from Teach First's Head of Primary, Sarah Shreeve, about Teach First's ITT curriculum, its benefits for your school and the golden thread from ITT to the Early Career Framework;
- Hear about the impact partnership with Teach First has had for one partner school;
- Hear about additional support, provided by the Chartered College of Teaching, to enable trainees in small rural schools to teach mixed age classes and take on subject leadership.

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Spotlight on You



This week, B-Comms was delighted to talk to Sue Wall, School Secretary at Diss Junior Academy, as she prepares to retire from a role she has held for over 33 years.

Sue was born in Colchester and started work at age 16 in her parent's restaurant in

Weeley near Clacton. She recalls typing 20 menus a day on a manual typewriter before the widespread availability of photocopiers. She also did the books for the restaurant before her parents sold the business and she had to look for another job.

Sue then worked for Phillips Data Systems for 7 years, working with the large computer processors which were common then.

Sue took a break from work to focus on motherhood, having a son and daughter who both still live locally. Her husband's job brought the family to Diss in 1984 and in 1988 Sue started to look for a role that fitted in with parenting and applied to be a library resources assistant at what was then Diss Junior School. She explains that somehow she was appointed to the school secretary role instead—and stayed for the next 3 decades!

When she started in the role she had a 2 hour handover session from her predecessor, who had been there for 34 years - Sue recalls thinking that there was no way she would be there that long!

Sue had not worked in a school before and recalls that at that time the junior school had Nissen huts used as music and DT rooms, blackboards and chalk were the norm and manual spirit duplicators were used instead of

photocopiers. She did have the relatively modern technology of an electric typewriter however, which was replaced in time with the earliest model of Apple Macintosh computer.

When reflecting on the reasons she has stayed in the job for so long, Sue is clear that it is her colleagues and the children which have made the job rewarding.

Sue has seen 6 Headteachers plus acting and County Heads come and go, all with their own way of working.

When looking back on her long career Sue remembers the time that she and her office colleagues dressed up as pantomime ugly sisters in advance of a school trip to the panto—but none of the parents who saw them made any comment on their outfits!

She also remembers spending time every week videoing TV programmes for use in classrooms. One day a child came into Sue's office and said, "When I grow up I want to be a school secretary, twirling on my chair and watching TV all day."

Sue has seen 3 generations pass through the school and feels that now is the right time to move on, but she has loved her job and will miss her colleagues and the children greatly.

In retirement Sue is looking forward to gardening, spending time with her grandchildren, walking and visiting historic houses.

We thank Sue for her hard work and dedication over the last 3 decades and wish her a long and happy retirement.

