



## PLYMOUTH CAST NEWSLETTER

2019/20

No.1: September 2019

*“Our mission is to be a community of outstanding schools in which our pupils flourish in safe, happy and stimulating environments and leave us with the knowledge and skills, personal qualities and aspirations, to make the world a better place, inspired by the Gospel.”*

### Welcome Back

A warm welcome back to you all. I hope that the new term has begun in a positive manner for you. The feedback I've received so far would suggest it certainly has. We welcome in particular those colleagues taking up new headships in the Trust: **Nichola Day** at Sacred Heart school in Paignton and **Sharon Betts** at St. Catherine's Wimborne. We wish them every blessing in their new roles.

We are currently advertising for the headship at **St. Catherine's Bridport**. As with recent headship posts, we have advertised externally for headship only and internally for headship or executive headship. The deadline for applications is 12 noon on Monday 16 September with interviews scheduled for Monday 23 September (in school day) and Tuesday 24 September (formal panel). In the meantime we are grateful to **Amanda Burt** who is the interim headteacher. Please help to spread the word about the advert so we get a good field.

### Director of Education

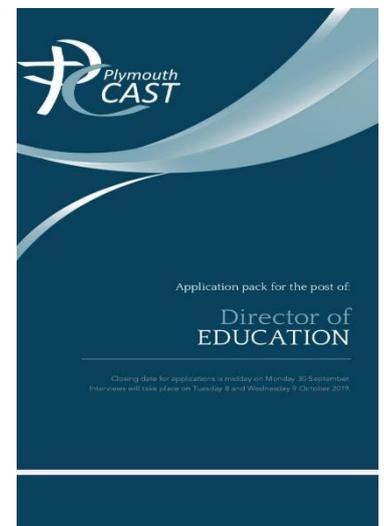
You may also be aware that we have advertised for the post of Director of Education. With our schools improving rapidly we have taken the view that this one role will combine what was Louise's role with Matthew's current role until he leaves at Christmas. This term I will take on Louise's role, working closely with Matthew and our ESMs. Again, please help to spread the word about the advert. Interviews will take place on 8 and 9 October.

### Safeguarding Declarations

On Monday 3 September I sent the key safeguarding documents and a headteacher's declaration form to all schools. Headteachers, please return your declaration by close on **Friday 13 Sept** to say that all your staff have read, understood and will abide by the safeguarding documents.

### The Designated Safeguarding Lead for the Trust is Matthew Barnes.

Diana Taylor, who is now the Trust Development Officer, will take on the support role in safeguarding for this role, but will not be offering any training. Kim Wathen, who was previously in this role, will offer a number of days for Level 3 Safeguarding training (see: Matthew's note below)



### Keeping children safe in education

Statutory guidance for schools and colleges

September 2019

Please note that the next key deadline with regards to safeguarding is the return of the **SG1 forms** to [safeguarding@plymouthcast.org.uk](mailto:safeguarding@plymouthcast.org.uk). These are due on **Wednesday 18 September**.

### **Marketing Strategy**

As part of her new role, Diana has developed a Trust Marketing Strategy which is attached with the newsletter. This will be of particular benefit to colleagues new to headship in the last few years, but I'd also recommend this to more experienced colleagues. In some parts of the Trust we are working against demographics and falling school rolls so we need to bring all our energy and imagination to the work of pupil recruitment. I would like all our schools to begin to work on their own marketing strategy, in partnership with local governing boards. There is no deadline for this at the moment, but please regard this as a priority.

### **Statement of School Level Accounting Officer**

I have attached with this newsletter a Statement of School Level Accounting Officer to be signed by our headteachers and returned directly to [Raymond.friel@plymouthcast.org.uk](mailto:Raymond.friel@plymouthcast.org.uk). This confirms that each of our schools is compliant with the scheme of delegation and financial policies. This helps me to gather the required evidence to sign the annual statement on regularity, propriety and compliance in the annual statutory accounts. Please sign, scan and return to me by **Wednesday 18 September**.

### **Heads and deputies conference**

Our annual conference for head and deputies will take place on Thursday 26 and Friday 27 September. I am delighted that Bishop Mark will be able to join us on the Friday, to speak to us in more detail about his vision for education and to lead our mass of commission and blessing for retiring/leaving headteacher leavers. We will also be joined by Catholic headteachers from Manchester, Crewe, Birmingham and Bolton who will share with us their experience of mission. On the Thursday afternoon there will be an opportunity for clusters to meet. If you haven't done so already, please book your place on the Plymouth CAST calendar as soon as possible

### **Checklist**

Attached with the newsletter you will find a checklist of tasks for the autumn, prepared by Neil Maslen. Neil has worked with colleagues across the Trust to collate all the major deadlines. If you have any feedback, please get back to Neil.

### **Headteacher Rep for Health & Safety Committee**

The CAST Health and Safety Committee is looking for a headteacher representative to replace Angela Folland, who has stepped down due to increased commitments in the Trust. This is an important role and a good professional development opportunity for one of our headteachers. Please let me know if you have any interest in this role. Thanks to Angela for her invaluable contribution.

### **Christmas Card Competition**

In partnership with the Catholic Children's Society, we will be holding a Christmas Card Competition this year across the Trust, and some entries will feature on printed Christmas cards for the Society. More details will be sent out to you separately but in the meantime please consider if you can work this in with your curriculum plans and send me any expressions of interest.

*Raymond Friel, CEO*

## Diocesan Schools Commission



Welcome back to a new year. I wish you all many blessings for the year ahead and thank you for all you do for our young people.

We have 3 very important dates for your diary coming up this term. The first day is our S48 Draft Schedule Consultation meeting taking place on **Monday 16<sup>th</sup>**

**September from 10am-12 in St Lioba room at St Boniface House.** This is open to all senior leaders and RE leaders across the diocese. To book a place on this please email me directly at [Sarah.Barreto@prcdtr.org.uk](mailto:Sarah.Barreto@prcdtr.org.uk) before close of play Wednesday 11<sup>th</sup> September so we can arrange refreshments and finalise the list.

Our second event is our first **S48 Training day**, which will take place on **Monday 14<sup>th</sup> October at the Livermead Cliff Hotel in Torquay from 10 am until 4pm.** This day is for all headteachers, RE leaders/Heads of RE and Lead Governors for RE and Catholic Life. The cost of this day will be just £22 each to cover the cost of refreshments and lunch on the day. We are delighted that Philip Robinson RE Adviser for the Catholic Education Service will be joining us on that day.

Our third event will be our second S48 training day at the same venue on **Wednesday 30<sup>th</sup> October from 10am-4pm,** which will be a more in depth look at the new schedule and expectations for those schools expecting a S48 inspection or monitoring visit this academic year. This event will also cost £22 to cover teas, coffees, lunch.

My records suggest the schools which should attend are:

St. Mary's Axminster, Our Lady's Barnstaple, St. Mary's Bodmin, St. Catherine's Bridport (monitoring), St. John's Dartmouth, Falmouth, St. Joseph's Plymouth, Cathedral, Keyham Barton, St. Paul's Plymouth, St. Peter's Plymouth, St. Mary's Poole, St. Mary's Swanage, St John's, Tiverton (monitoring), Priory Torquay, St Augustine's Weymouth, S Catherine's Wimborne (monitoring), St. Boniface's College.

I will also be in touch soon with an update on the Ten Ten programme for SRE/Collective Worship. We are waiting to hear the final proposal from Ten ten but we are hopeful of making this available to all Trust schools.

I look forward to seeing you all soon.

*Sarah Barreto, Diocesan Schools Commissioner*

## Governance

At the meeting in July the Board approved the subscription to Babcock's Governor Hub for all schools in the trust. This facility allows members of the Local Governing Boards to share documents and information through a secure service meaning bulky emails are no longer required. There is also a news and updates page to provide the latest educational information to Governors along with calendar and membership functions to utilise.



Clerks should have received a registration email so they can begin setting up the provision for their Governing Board and will be adding Governors to the facility over the coming weeks.

This new way of working will also allow easy sharing of information with the central team meaning there will be no need to email minutes and other data sensitive documents to the Governance Officer, Helen Laird, if it is used correctly.

Any Clerks who have not received the registration email should contact Helen Laird by email at [helen.laird@plymouthcast.org.uk](mailto:helen.laird@plymouthcast.org.uk) so that she can ensure access is available. Chairs please support your Clerks in setting up this new system and ensuring your Governors make full use of it.

Support in the set up and use of this new facility is available from Helen Laird if needed. Further training will be provided to Clerks in January.

Please also note the dates for the first round of Governor Briefings, which you will also find on the CAST calendar.

Mon 4 Nov	Cornwall
Tue 5 Nov	Plymouth
Wed 6 Nov	Central
Thu 7 Nov	East

The briefings will cover input from Sarah Barreto, our new DSC, on governance and Section 48, an update on the accountability schedule from Ann Harris, and a briefing on the new Ofsted framework.

*Helen Laird, Governance Officer*

## Deputy Director of Education and Standards

### Safeguarding

As Kim has been seconded to St Nicholas School, Diana Taylor will now be supporting me with safeguarding. However, Kim has kindly offered to free up some dates to deliver Level 3 training for our CAST schools. The dates are:

- Thursday 9th Jan 2020
- Thursday 13th Feb 2020
- Thursday 5th March 2020
- Thursday 26th March 2020



Although I am very grateful that Kim has offered these dates, can I remind you all that my advice is that **every school should have at least one person who has received Level 3 Safeguarding training from their local authority**. This ensures that the school is up to speed in terms of local authority processes and helps to build strong working relationships between schools and other local agencies.

You should by now have had the updated Safeguarding policy for the trust shared by Raymond via email. This policy has the necessary updates relating to the changes in **Keeping Children Safe in Education 2019**. The changes were highlighted in yellow so that you can see them. Below are the key points you need to be aware of and give extra attention to during update training this year:

#### 'Upskirting'

'Upskirting' is a new term and now a criminal offence. The term has been introduced to KCSIE 2019. Upskirting is a form of sexual harassment that normally involves taking a picture under a person's clothing without them knowing. School leaders will need to ensure that staff are familiar with the term and how to respond to an allegation if it happens. Leaders should also think about how they include information about upskirting in the safeguarding curriculum for pupils.

#### Serious Violence

The inclusion of guidance on Serious Violence in *Keeping Children Safe in Education 2019* seems to be predominantly in response to increasing knife crime. It is important that staff understand the potential links between serious violence and exploitation.

#### Review your safer recruitment policies

School leaders need to ensure that they update their safer recruitment policy. In particular, you should refer to the updated guidance with regards to Governors and Associate Members.

#### Cluster Working, the headteacher's conference and CAST Inset days

I am looking forward to making a contribution to the headteacher's conference about the Ofsted's new Education Inspection Framework. This contribution will lay the foundation for the **cluster inset days on 28 Oct and 4 Nov** that will be led by the cluster coordinators. The inset days will focus on early reading and how this will be reviewed on inspection and allow staff in schools to work together to assess what they have in place and any areas that need improvement. Your ESM and cluster coordinator will be in touch with more information relating to the organisation of the inset day, including venue and who should attend.

## **Target Setting**

Last year, your ESMs worked with you to set aspirational targets for cohorts of pupils for the end of the year using a new template. We are expecting headteachers to complete the same process independently this year. Can I ask that the completed target forms are submitted to Tina centrally and to your ESM by midday on the 18 October 2019. Your ESMs will use this information as part of headteacher's performance management meetings. Therefore, it is important that the targets are aspirational and achievable based on an analysis of the individual pupils' potential in each cohort.

*Matthew Barnes, Deputy Director of Education and Standards*

## **Finance and Resources**

### ***Head Office Relocation***

Thanks to the detailed planning, hard work and long hours put in by Paul Stewart and Tina Parkes over the summer the Head Office function has relocated to St Boniface College in Plymouth and whilst there are still some final touches to complete, we are in and operational. Once complete the building will provide training and meeting facilities for the Trust to use as well as office space and hot desking space for some of our mobile workers.

Tina has sent out the new address and contact phone numbers to all schools.



### ***GAG Pooling***

As outlined in the June newsletter we are looking at the option of GAG pooling and I will be working with those who put themselves forward for the initial working group during late September and October to consider the options, opportunities and challenges this may present to the Trust before we move forward on a formal consultation in the late Autumn. The working Group will be Rob Meech, Kate White, Helen Newman and myself. It is intended that we feedback to Heads and Governors in November.

### ***Staff harmonisation – support staff***

The support staff harmonisation project has been discussed with the relevant unions and there is now an agreed schedule of work commencing on September 17<sup>th</sup> with the wider project team. The intention is to adopt a Trust wide job evaluation process, agree consistent job descriptions across all staff groups and to move to harmonised pay and conditions for all support staff by April 2020. We will provide regular updates as the project moves forward and ensure that we communicate directly with affected staff at agreed points in the project.

### ***Pay Policy Update – teaching staff***

Work has been completed on a draft revised pay policy for teaching staff which is being shared relevant Unions for consultation. There are no significant changes and the policy is in line with the School Teachers Pay and Conditions Document, but the policy makes it clear who is responsible for approving pay changes for teaching staff. In summary Head Teachers/Executive Head Teachers pay recommendations are made by their line managers (the relevant ESM),

and the Trust Board will be the body that agrees to the recommendations made at the Remunerations Committee. For deputy heads, assistant heads and other members of the school SLT recommendations will be made by the Head teacher/Executive Head Teacher to the ESM for approval and for those staff moving to and through the upper pay scale. The ESM will also be responsible for ensuring with the Head that there is consistent application of TLRs both within the school and across schools. All other teaching staff will have pay changes approved by the Head/Executive Head of the school.

Schools should not be presenting pay recommendations to their local governing boards as they are not responsible for this area of work.

The draft policy is attached with this newsletter. All comments should be sent to Adelle Pope, Head of HR, by 5.00 pm on Wednesday 25 September. The final policy will be presented to the Board for approval on 4<sup>th</sup> October.

### ***Teachers Pay Award***

The Government has offered a 2.75% pay award to the teaching unions and this is being consulted on until 13<sup>th</sup> September. Once the consultation period has been completed, we will confirm the Trust position and a proposal will be made to adopt the nationally agreed award to the Board at the meeting of 4<sup>th</sup> October. It has been suggested that 2% of this award is paid for by the Trust schools, with the Government funding the .75% separately, but this has not been confirmed.

### ***Capital funding and Investment***

Following receipt of school-based capital requests we have developed a prioritised investment plan for building related matters, but this will be updated by condition survey information highlighted by the DFE on their cycle of visits to our schools. This work will be completed by mid-October and each school will have a 3-year plan for agreed capital works. These plans may need to be flexed if emergency works require funding to be reallocated. As outlined previously total capital funding from the ESFA for investment, all of which is currently used on building repairs and maintenance, is circa £990k per year. There is no additional funding to address issues raised by the condition surveys completed by the DFE.

Schools will be encouraged to bid for funding to support playground projects for example. Schools such as St Mary's Marnhull, St Peter's Plymouth and St Margaret Clitherow have all secured funding for their outside areas from external sources.

The IT audit is now complete and an IT strategy for the Trust is in development. The intention is to ensure consistency in terms of infrastructure and support across all CAST schools, business systems that are efficient and effective, where relevant data can be shared across the Trust without duplication of effort and equipment and software meets the needs of an agreed curriculum strategy in line with the vision and values of the Trust. The development of the curriculum strategy to inform the IT needs is becoming urgent and will be an item for discussion with Heads and Deputies at the conference in September. In terms of business systems, the Trust will be looking to re-tender Management Information, HR, Payroll, Finance and Budgeting systems early in 2020 to ensure that we are receiving best value.

### ***Central Procurement***

Associated with capital investment and best value there is a work plan in place to move to centrally procured services to secure discounts across the Trust. Energy has been the priority and Zenergy have been selected via the Government procurement group Schools Buying Hub to move the Trust to single providers for gas and electricity, noting of course that some schools are currently in contract lock with their current providers. Catering, Caretaking and Cleaning are under discussion along with IT support contracts.

## **Finance Update**

### ***Budgets***

I am meeting with the school business managers in mid-September to discuss those schools where a 1% surplus has not been achieved to ensure that these budgets are revised to be presented to the Finance and Resources Committee in early October. Where savings cannot be made to meet the KPIs in year a recovery plan must be prepared for consideration by the committee. All budgets are being uploaded to the finance system, with a modified and reduced coding structure which will enable more effective budget reporting and support school administrators to provide real-time information to Head Teachers about their expenditure position. School Business managers will be providing training where necessary.

The KPIs are that each school should return a minimum of a 1% surplus as a percentage of income. Pay costs should not exceed 80% where all services (incl catering and cleaning) are delivered in house, 75% if they are all subcontracted out. Non-pay costs should not exceed £900 per pupil excluding subcontracted services.

### ***Year end and Audit***

This is a busy time for the finance team, with the audit of 2018/2019 starting in mid-October. School Business Managers will be preparing draft 2018/19 accounts for each school by 20<sup>th</sup> September and then a review process will be undertaken to ensure that all relevant costs for the year have been included and cost and income relating to the 2019/20 year are removed and shown in the correct year. Once finalised, these figures will be presented to the Head and then to the auditors when they arrive at the Trust Offices to start their work on 21<sup>st</sup> October. In preparation for the audit can schools ensure that the attached School Level Accounting Officer Statement is signed by the Head teacher and returned to Tina Parkes electronically by 18<sup>th</sup> September.

Please ensure that your PE and Pupil Premium Plans for the year 2018/19 have been reviewed, spend confirmed and can be made available to the auditors where requested. Where you are rolling forward unspent PE funding that the SBM has been informed by 11<sup>th</sup> September.

### ***Updated Finance Policy for 2019/20***

The Finance Policy has been updated and approved by the Board. It is available on the website – please ensure that you are familiar and compliant with it. Please note the formal delegated authority levels.

### ***Staff authorisation process***

In order to speed up staff authorisation and recruitment arrangements SBMs will have authority to approve direct replacements for staff (no increase in grades) for schools who are in the budget except where a school is operating within a recovery plan. All other changes will require approval by the CFOO in the usual way. The SBMs will have access to the approval numbers required by payroll.

**Deadlines:**

Confirmation of Pupil Premium and PE grant plans & expenditure	11th September
School level Accounting Officer Statement	18 <sup>th</sup> September
Pupil Census – final submit date	31 <sup>st</sup> October

*Karen Cook, Chief Finance and Operating Officer*

## **Premises Matters**

### **The Plymouth CAST Health and Safety Policy – version 9**

This policy has had a significant update and redesign to simplify how health and safety is managed and organised across the Trust. The document no longer requires each school to adapt to reflect local arrangements, as this information must be communicated through your local policies, risk assessments and management plans using the OSHENS document library templates.

**Please allow yourself time to read it.** There are important changes on expectations and reporting timescales which must be adhered to. This document is one of the safeguarding documents sent out by Raymond on 3 September and is subject to the safeguarding declaration.

### **The Management of Asbestos**

If you have Asbestos Containing Materials (ACMs) in your School, can I ask that all Head Teachers remember to inform their Staff about the location and the management of them. This will require sharing the Asbestos Briefing Note issued to all Schools last year, as well as the School Asbestos Management Plan (AMP).

Devon County Council, our Health and Safety Advisors are also updating their model AMP document after consultation with the HSE. The new AMP will be sent out to all Schools soon, and it is a legal requirement for all Schools that have ACMs to complete.

### **Tf Cloud**

Each School should now be using the ticketing system Tf Cloud for reporting, monitoring and managing of all your school premises and maintenance issues. This new way of reporting through the portal affords both TDA and myself an overview of how problems are being reported, managed and resolved.

If you don't log your maintenance problems through TF Cloud, the chances are I won't know about any problems you may experience.



<b>Policy</b>	<b>Position</b>
Absence Management Policy	Drafted, currently with recognised Unions for consultation.
Disability Leave Policy	Drafted, currently with recognised Unions for consultation.
Alcohol and Substance Misuse Policy	Plymouth CAST policy adopted- See <a href="http://www.plymouthcast.org.uk/web/plymouth_cast_policies/278257">http://www.plymouthcast.org.uk/web/plymouth_cast_policies/278257</a>
Appraisal Policy	Plymouth CAST policy adopted- See <a href="http://www.plymouthcast.org.uk/web/plymouth_cast_policies/278257">http://www.plymouthcast.org.uk/web/plymouth_cast_policies/278257</a>
Capability Policy & Procedure	Plymouth CAST policy adopted- See <a href="http://www.plymouthcast.org.uk/web/plymouth_cast_policies/278257">http://www.plymouthcast.org.uk/web/plymouth_cast_policies/278257</a>
Code of Conduct Policy	Plymouth CAST policy adopted- See <a href="http://www.plymouthcast.org.uk/web/plymouth_cast_policies/278257">http://www.plymouthcast.org.uk/web/plymouth_cast_policies/278257</a>
Disciplinary Policy & Procedure	Plymouth CAST policy adopted- See <a href="http://www.plymouthcast.org.uk/web/plymouth_cast_policies/278257">http://www.plymouthcast.org.uk/web/plymouth_cast_policies/278257</a>
Equal Opportunities Policy	Plymouth CAST policy adopted- See <a href="http://www.plymouthcast.org.uk/web/plymouth_cast_policies/278257">http://www.plymouthcast.org.uk/web/plymouth_cast_policies/278257</a>
Family Friendly Policies: Maternity; Paternity; Adoption; Parental Leave, Shared Parental Leave	To be drafted
Flexible Working Policy	Plymouth CAST policy adopted- See <a href="http://www.plymouthcast.org.uk/web/plymouth_cast_policies/278257">http://www.plymouthcast.org.uk/web/plymouth_cast_policies/278257</a>
Grievance Policy & Procedure	Plymouth CAST policy adopted- See <a href="http://www.plymouthcast.org.uk/web/plymouth_cast_policies/278257">http://www.plymouthcast.org.uk/web/plymouth_cast_policies/278257</a>
Special Leave Policy	In drafting
Pay Policy - Support Staff & Central Team	In drafting
Pay Policy - Teachers	Draft out for consultation to schools and unions on Monday 9 September. Close of consultation 5.00 pm on Wednesday 25 September.
Reorganisation and Redundancy Policy and Procedure	Procedure in use. Policy to be drafted.
Social Media Policy	Plymouth CAST policy adopted- See <a href="http://www.plymouthcast.org.uk/web/plymouth_cast_policies/278257">http://www.plymouthcast.org.uk/web/plymouth_cast_policies/278257</a>

## **TES Contract**

As communicated earlier in the year, we have now ended our contract with TES. If you wish to place an advert on the TES website, you will have to contact them directly for pricing.

Many schools have found that local advertising is much more successful and cost effective for all roles including Teaching. Websites such as <https://www.devonjobs.gov.uk/> and <https://jobs.dorsetforyou.gov.uk/> do attract many applicants. They also range from only £150-£250 which is much cheaper than the TES.

You can also place adverts on recruitment platforms such as Indeed for free.

## **Contracts and Offer Letters**

New templates for contracts and offer letters can now be found on the Plymouth CAST portal, please ensure you use these templates for now on and delete any old versions.

<https://plymouth-cast.eschools.co.uk/login>

## **Teachers' Pensions (TPS)**

Could Headteachers please remind members of their teaching staff that, if they have a teachers' pension, they are required to establish a log-in on the Teachers' Pension website <https://www.teacherspensions.co.uk/forms/registration.aspx>. Registrations are monitored by TPS and the Trust receives monthly reminders to ensure compliance.

## **Farewell**

In addition to Christine Forman's departure over the summer Karen Grute and Tracey Doody have taken the opportunity to move to pastures new. We wish them well with their new ventures. Until we secure permanent replacements administration queries should be directed to Tina Parkes and Finance queries to Sharon George.

*Adelle Pope, HR Manager*

## Apprenticeships update

Current information about apprenticeships can be found on the Plymouth CAST website under the Careers section. Follow the hyperlink [Apprenticeships](#) to take you straight to this page. It includes a list of apprenticeships that are relevant to CAST staff, including some new courses, plus five common myths about apprenticeships, and information on Level 6 Teaching Apprenticeships.

So far, 55 apprenticeships have been started by CAST staff since April 2017, with 84% of these linked to supporting teaching and learning at Level 2 and Level 3. 2 SHBM's completed Chartered Manager Degree level 6 Apprenticeships recently, and a handful of staff have completed Business Administration and Digital Marketing apprenticeships. 2 HTLA's have also started their Level 6 Teaching Apprenticeship recently at Marjons University, and will be working towards QTS in July 2020.

The government target is that 2.3% of a MAT workforce are employed as apprentices. Since April 2019, only 3 new apprentices have started training across the Trust. A further 28 employees need to be encouraged to do an apprenticeship before March 31<sup>st</sup> 2020 in order to meet the target of 2.3%.

If you have someone in your school who specialises in pastoral support and family liaison, they could be doing a [Children, Young People and Families Practitioner Level 4](#) Apprenticeship.

If you want to upskill a member of your administration team to improve their marketing skills, there is a [Digital Marketer Level 3](#) Apprenticeship that can be taken.

If you have a teaching assistant who wants to specialise in Early Years, there is an [Early Years Educator Level 3](#) Apprenticeship that is ideal for specialising in this age range.

Many more ideas for apprenticeships are listed on the CAST website. Please encourage your staff to check these out and be a champion for continuing professional development within your school.

Remember, an employee needs to work a **minimum of 15 hours** per week to do an apprenticeship – the length of time it takes to do an apprenticeship is adjusted accordingly if an employee works less than 30 hours per week.

If you are a member of staff who would like to do an apprenticeship, or, if you are a line manager who has identified a colleague who might benefit from continuing professional development of this kind, please contact [diana.taylor@plymouthcast.org.uk](mailto:diana.taylor@plymouthcast.org.uk).

## CPD for Leaders in Schools - Fully funded NPQ training available 2019/20

From September 2019, Plymouth CAST will be working with **Outstanding Leaders Partnership** to deliver externally accredited NPQ training for school leaders. In a recent **Quality Assurance Review** courses delivered by Outstanding Leaders Partnership were rated as 'exceptional' by the Department for Education. For further information, follow the hyperlink [NPQ qualifications](#).

Four qualifications are on offer:

- **NPQML** (National Professional Qualification for Middle Leaders)
- **NPQSL** (National Professional Qualification for Senior Leaders)
- **NPQH** (National Professional Qualification for Headteachers)
- **NPQEL** (National Professional Qualification for Executive Leaders)

Unique to the academic year 2019 - 20, fully funded scholarships from the Department of Education are available for Plymouth CAST staff taking courses starting in Autumn 2019 or January 2020. However, there is a finite amount of

funding available, so applicants are advised to apply promptly in order to secure a funded place. **The deadline for applications for NPQ courses starting in Autumn 2019 is 20<sup>th</sup> September 2019.**

If you wish to develop your leadership skills within a school context, check that you have the support of your line manager, and then apply online via the Outstanding Leaders website. (An 'Apply Now' button can be found for each NPQ course on the relevant qualification page by following the bullet-point hyperlinks above).

*Plymouth CAST is committed to providing high quality CPD to staff in all roles across the organisation.*

*Diana Taylor, Trust Development Officer*

## **2020 The God Who Speaks: The Year of the Word**

The Bishops of England and Wales have declared 2020 the Year of the Word. This will be an opportunity to celebrate, live and share God's Word. In preparation for this the Bishops have asked as many people as possible to complete a short questionnaire called 'The Bible and You' which is available here via the link below:

<https://www.surveymonkey.co.uk/r/LDJBN5Y>

To find out more go to <http://catholicnews.org.uk/Home/Special-Events/The-God-Who-Speaks>

The website for this event went live in June [www.godwhospeaks.uk](http://www.godwhospeaks.uk)

Launch date: Monday 30 September 2019

### **The Bible and You - more information about the survey from the Catholic Bishops' Conference**

The Catholic Bishops' Conference of England and Wales are conducting a survey about how people engage with the Bible, and they want to hear from you. They write: "We would love to learn more about your relationship with the Bible, how and when you engage with it and how we can encourage you in your faith journey. The Catholic Bishops' Conference of England and Wales\* are conducting a short survey about how we engage with the Bible as part of our preparations for our 2020 Initiative - "The God who Speaks: The Year of the Word". We will then conduct an identical survey at the end of 2020 and compare the data. We would be very grateful if you completed this short survey as it will help us to provide the right focus, activities and resources for 2020 as well as supporting dioceses going forward."