School Noticeboard

Edition 6: Thursday 12 October 2017
Inside this issue (click on links below):

From the Director .............................................. 2
Keeping Children Safe Online Safeguarding Training for Year 5 Teachers .............. 3
Keeping Children Safe in Education 2016, Part Three: Safer Recruitment Training and update session .............................................. 4
Mandatory Annual Return Form - 2017-18 .............................................. 4
Effective Deputy Headship .............................................. 5
Subject Leader Course .............................................. 5
Reciprocal Reading .............................................. 6
EYSFF Autumn Term 2017 Data Collection .............................................. 6
Oxford University Information Evening for Birmingham Schools ..................... 7
Services for Education Briefings and Training Courses .............................................. 8
Budget Management Training Courses .............................................. 10
Link2ICT Training Courses .............................................. 10
Fundraising Masterclass .............................................. 14
Languages hub at Bordesley Green Girls’ School and Sixth form ..................... 15
IT and Business Training Available .............................................. 15
NPQML and NPQSL Programmes for Primary and Secondary ....................... 16
Minibus Refresher Course - 17th November 2017 .............................................. 16
Black British Arts and Culture workshop .............................................. 17
Primary Arts Coordinator .............................................. 17
From the Director

Dear Colleagues,

It was great to meet so many new Headteachers at the first day of Headteacher Induction last week. Welcome to headship in Birmingham! It’s fair to say that Birmingham is both one of the most challenging yet rewarding places to be a Head. The rewards are sublime when things really click and it makes headship elsewhere just a tad boring by comparison.

You may wonder why we have a University of Oxford picture at the masthead. Well it isn’t because getting into Oxford or Cambridge is the ultimate ambition for all of our students, let alone going to any university as those choices depend on so many different factors. It is about Birmingham’s students feeling that they have the right to apply, understand what is involved and what life is like in Oxford. We see increasing numbers of students from state schools (selective and non-selective) going to Oxbridge and the overall percentage should reflect the immense talent in our city’s schools. It’s really all about ambition and, from a personal point of view, ensuring that working class students are getting a fair crack. I hope that lots of schools will take up the invitation to the meeting. For more information about the invitation see the full article below.

We are looking for more schools to sign up for dress down Friday to support the Lord Mayor’s charities. She has invited all schools to be involved in her Charity Dress Down Day on Friday 20 October. This will raise funds for the Lord Mayor’s Charity Appeal (Dementia UK, Whizz Kidz and Cherished (including Blossom). More information is in a flyer at the end of this week’s Noticeboard.

Out and about, last week I walked the 10 minute journey from Woodcock Street to St Vincent’s RC Primary. It is a classic, multi-cultural, multi-ethnic inner city oasis school with at least 25 languages spoken by pupils and their families. I was really impressed by the Big Lottery community projects that engage the whole school in organising so many projects ranging from making games through to camping trips. The main point is that they have to do it for themselves, learn that you need to plan properly and sometimes don’t get it right. Once those skills are in place, they stay for life. Also this week we visited St Laurence CoE Junior School in Northfield. An inspired tour with the chair of governors led by the Year 6 pupils who are so proud of their school and really get the ethos that it’s all about developing the whole person. You can tell a confident school when the head lets you out with the pupils. Belated congratulations on the “outstanding” SIAMS judgement.

Best wishes

Colin

@anfieldexile
Keeping Children Safe Online Safeguarding Training for Year 5 Teachers

By popular demand there has been another two Keeping Children Safe Online Training days organised at Edgbaston Golf Club. This programme has been developed by SKIPS Education in collaboration with Birmingham City Council’s Behaviour Change Team, Education Resilience team and Prevent Framework.

The evaluation for our first pilot of 20 schools in the summer term has revealed a great need for this project to be delivered wider and has proved quite eye opening for teachers and parents attending school workshops. There have also been two disclosures one CSE and one Prevent, from the first school to deliver the training to their year 5’s.

Training supports Teachers confidence in delivering lesson to children to raise awareness of the potential dangers of sex texting, cyberbullying, gaming, grooming and radicalisation. It also supports parents and carers involvement in their child’s online activities.

The cost of is £250 per person and this will include:

- A CPD training day with lunch at the Edgbaston Golf Club- this training will equip you to deliver a fully resourced lesson on internet safety to a year five class and for parental engagement workshops.
- You will be given a teachers pack
- ‘Safety Net; lesson plans, activities
- Classroom exercise books for one Year 5 class
- Homework books for one Year 5 class.
- Optional parental workshop with additional charge.

To book onto this training course please contact: Lorraine Cookson by Friday 20 October 2017

Course date: Tuesday 31 October/ including lunch
Time: 9.30-2.30pm
Venue: Edgbaston Golf Club, 25 Church Rd, Birmingham, B15 3TB

CONTACT: Lorraine S. Cookson
EMAIL: lorraine.s.cookson@birmingham.gov.uk
TEL: 0121 303 5449 or 07766 925284

Keeping Children Safe in Education 2016, Part Three: Safer Recruitment Training and update session

This training is aimed at staff in schools and academies who are responsible for recruitment and managing the Single Central Record.

The morning briefing session will cover:
• Ensuring continued compliance with the key statutory documents, Keeping Children Safe in Education 2016 part Three, Prevention of illegal working 2014
• Themes that have been raised from Ofsted inspections during 2016/2017
• Best practice

The sessions will be led by Ellen Osborne

Costs including refreshments upon arrival are: £50.00 for one delegate or £80.00 for two delegates from the same school

To secure a place on a briefing session please complete and return the booking form attached to the bottom of this Noticeboard

CONTACT: Ellen Osborne, HR Advisor
EMAIL:  ellen.osborne@birmingham.gov.uk
TEL:   07920 750 003

Mandatory Annual Return Form - Statutory Testing of Plant and Equipment 2017-18

We would appreciate if all Local Authority Maintained Schools (Community, Voluntary-Controlled, Voluntary-Aided and Foundation) and Children’s Centres could please complete the 2017-18 Statutory Testing Mandatory Annual Return form and email it to:

edsienquiries@birmingham.gov.uk by Thursday 30 November 2017.

Please note that this year we are providing the information in two separate Annual Statutory Testing files:

Part 1 – Return Forms

This includes two forms for you to please complete and submit:

1. A mandatory Declaration of Compliance, asking you to confirm that:
   • All testing of equipment and plant has been carried out for 2016-17,
   • Arrangements have been made for these tests to be carried out in 2017-18,
   • Recommended remedial works have been completed and
   • Your Asbestos Management Plan is up to date.
   • You have relevant Health and Safety Management arrangements in place.

To be signed by both the Head Teacher/Centre Manager and (for schools) the Chair of Governors and emailed to EdSI in Excel format.


Please email to edsi.enquiries@birmingham.gov.uk in Excel format.
Part 2 – Guidance and Checklist
This includes guidance notes and the statutory testing checklist for you to complete and retain for your records and future audit by the LA.

Both files can be downloaded from [http://www.birminghameducationsupportservices.co.uk/Article/41848](http://www.birminghameducationsupportservices.co.uk/Article/41848)

Further information on the testing requirements can be found in the Property Logbook. For additional advice or guidance, please contact:

CONTACT: Mike Khanehkha Education Asset Management Officer
EMAIL: edsi.enquiries@birmingham.gov.uk
TEL: 0121 303 8847

Effective Deputy Headship

Bournville Junior School Teaching School Alliance is holding a course for aspiring or current Deputy Head Teachers

Key Elements:
- Exploring the role of Deputy Headship;
- What makes a brilliant Deputy? An overview of characteristics and pedagogy
- Let’s start from the beginning – key actions to hit the ground running
- Leadership styles and impact
- Identify your style
- Time Management
- Establishing a Monitoring Programme
- Ofsted Handbook
- School Development Plan, School Evaluation Form and Performance Management.

Venue: Bournville Junior School, Linden Road, Birmingham, B30 1JY
Date: Friday 17 November 2017
Cost: £120.00 pp

CONTACT: Martine Corry, Bursar in training
EMAIL: m.corry@bnvillej.bham.sch.uk
TEL: 0121 675 9103

Subject Leader Course

This course provides an intensive learning and support experience that focuses on individual needs.

Course content includes discussions and tasks linked to:

- What is the difference between Leadership and Management?
- Leadership styles – advantages and disadvantages;
• Understanding the role of subject leadership in developing pupil achievement, teaching, curriculum and assessment;
• An audit of current practice. How long are you spending on Curriculum planning, Teaching and Learning CPD, Assessment, Resource Management, Policy and Monitoring?
• Introduction to the Subject Leader Guide;
• What are the barriers to success for a subject leader?
• Audit of current practice – identifying next steps and priorities for an action plan.

Venue: Bournville Junior School, Linden Road, Birmingham, B30 1JY
Date: Thursday 30 November 2017
Time: 10am -12noon
Cost: £55.00 pp (discount available)

CONTACT: Martine Corry, Bursar in training
EMAIL: m.corry@bournvillej.bham.sch.uk
TEL: 0121 675 9103

Reciprocal Reading
Introducing Reciprocal Reading in the KS2 Classroom

Reciprocal Reading is an effective, innovative and proven method of teaching children comprehension in reading.

“The introduction of this strategy in our setting has had a demonstrable impact on reading standards. It has also improved the quality of teaching and learning.” Teacher, Birmingham

Aimed at English teachers and Key Stage 2 teachers, this session will look at how Reciprocal Reading improves the quality of learning by promoting pupil-led learning, quality discussion and interaction around a text. This also develops learners’ reading skills, promotes higher order thinking and develops listening and talking.

Venue: Professional Development Centre, Parkfield Community School, Parkfield Road, Saltley, Birmingham, B8 3AX
Date: Tuesday 7 November 2017
Time: 4pm-5.30pm
Cost: £40 per person, refreshments provided

LINK: https://parkfieldexcelsior.fluencycms.co.uk/Professional-Development-Centre
CONTACT: Linda Vaughan
EMAIL: pdc@excelsiormat.co.uk
TEL: 0121 464 1131

EYSFF Autumn Term 2017 Data Collection

In order to calculate Actual Allocations for the Autumn Term 2017 and determine funding allocations. We need to collect data from schools, based on the October 2017 CENSUS. This includes the Early Years Pupil Premium and Eligible two year olds for funding. Therefore we are requesting you to complete a data collection template in order to supply this data for the Autumn Term.
Any failure to supply this data may have a detrimental impact upon a school’s funding.

A change to this terms template is that Eligible Full Time provision numbers are no longer funded and therefore aren’t on the template. For your information the Qualifying additional Free 15 hours Working Families funded numbers will be picked up in the School Census.

There were 62 schools that either supplied a nil return or did not supply any data of the number of three and four year old eligible for Early Years pupil premium, during the summer term. This is an opportunity for schools to rectify this, within this autumn term’s data collection return.

Please ensure that this data is supplied and verified on the summer template. The deadline for completion is 3 November 2017 and again without the data the LA will not be in a position to accurately determine a school’s funding.

Schools may access the return from the following link: EYSFF Oct 2017 Data Collection

CONTACT: Justin Pinkney, Fair Funding Team
EMAIL: fairfunding@birmingham.gov.uk
TEL: 0121 675 9302

Oxford University Information Evening for Birmingham Schools

Join Oxford University in an information evening for students from Years 10 to 12, parents and teachers – and even heads - from Birmingham, about the opportunities and realities of life at Oxford. The event is being organised by Merton and Keble Colleges and is being hosted at the Ruddock Hall at King Edward’s School in Edgbaston by The Schools of King Edward VI in Birmingham.

The event will start at 6 pm with a welcome from Andy Street, the Mayor of the West Midlands and a former student at Keble College. There will be presentations by present and former Oxford students and by academic tutors and members of the admissions teams from the two colleges. This more formal part of the event is likely to last for just over an hour, but thereafter there will be refreshments and the chance for everyone to talk more informally. We expect that the event will finish soon after 8 pm.

We hope to encourage the attendance of students from years 10 to 12 who could be interested in applying to Oxford. The event is also open to parents of students and to members of teaching staff. As we have said, parents are also welcome, but for reasons of capacity, we would encourage students to come with only one additional adult.

Date: Monday 30 October 2017
Venue: Ruddock Performing Arts Centre, King Edward’s School, Edgbaston Park Road B15 2UA
Time: 6pm

If you have any questions or would like further details, please contact schools@merton.ox.ac.uk or 01865 286343.

To book a place, please go to http://bit.ly/2hPJzca

A flyer with further information is attached to the bottom of this Noticeboard.
Enabling Environments

Practitioners will consider relationships between parents, practitioners and children and how they can work together effectively. There will be opportunity to discuss why the environment is known as ‘The Third Teacher’ and explore the ECERS audit (Environmental Rating Score) and discuss how this can shape practice and provision. Consideration will be given to the indoor and outdoor environment and how best to organize these areas to maximize potential. In addition, there will be opportunity to discuss strategies to manage and plan continuous provision, and how enhanced provision can have a significant impact on play, learning and involvement levels.

By the end of the training participants will have:

• A good understanding of what an effective EYFS environment should include and why
• Strategies to audit their own environment
• A knowledge of what continuous provision is, and its importance in the EYFS
• A bank of ideas to support enhanced provision
• An action plan to develop their practice, provision and classroom environment

Venue: Services for Education, 3 Holt Court, Birmingham Science Park Aston, Holt St, Birmingham, B7 4AX
Date: Friday 17 October 2017
Times: 9am-4pm
Price: £250

LINK:
http://servicesforeducation.co.uk/index.php/component/com_advancedopenportal/id,255f3537-9d0e-52dd-19d1-59104e92bf54/view,showevent/

CONTACT: Serena Caine, Service for Education
EMAIL: serena.caine@servicesforeducation.co.uk
TEL: 0121 366 9955

Assessment Briefings for Senior Leaders 2017

The aim of these briefings are to provide senior leaders with essential information, guidance and updates regarding Statutory Assessment and key assessment issues at both local and national levels.

By the end of the training participants will have:

• Gained an understanding of the requirements for statutory assessment across the primary age range
Had opportunity to consider the management of Statutory Assessment duty including accountabilities, security and integrity of the processes.

Details of the cycle of moderation and monitoring in Birmingham Schools.

**Date:** Wednesday 15 November 2017  
**Venue:** Birmingham City Football Club, Cattell Rd, Birmingham, B9 4RL

- **Session 1:** 8am-10am  
  [http://servicesforeducation.co.uk/index.php/component/com_advancedopenportal/id,c632dcc4-2256-c464-6b59-591c4da42f2a/view,showevent/](http://servicesforeducation.co.uk/index.php/component/com_advancedopenportal/id,c632dcc4-2256-c464-6b59-591c4da42f2a/view,showevent/)

- **Session 2:** 11am-1pm  
  [http://servicesforeducation.co.uk/index.php/component/com_advancedopenportal/id,9b8b9afb-111d-dff8-e517-591c71e31a43/view,showevent/](http://servicesforeducation.co.uk/index.php/component/com_advancedopenportal/id,9b8b9afb-111d-dff8-e517-591c71e31a43/view,showevent/)

- **Session 3:** 3pm-5pm  
  [http://servicesforeducation.co.uk/index.php/component/com_advancedopenportal/id,63ea2db3-e1fa-e127-b279-591c7109238a/view,showevent/](http://servicesforeducation.co.uk/index.php/component/com_advancedopenportal/id,63ea2db3-e1fa-e127-b279-591c7109238a/view,showevent/)

- Full 2017 assessment training programme at  
  [http://servicesforeducation.co.uk/index.php/component/com_advancedopenportal/id,63ea2db3-e1fa-e127-b279-591c7109238a/view,showevent/](http://servicesforeducation.co.uk/index.php/component/com_advancedopenportal/id,63ea2db3-e1fa-e127-b279-591c7109238a/view,showevent/)

**LINK:** [www.servicesforeducation.co.uk](http://www.servicesforeducation.co.uk)  
**CONTACT:** Andrew Cooper, Head of School Support Service  
**EMAIL:** Andrew.cooper@servicesforeducation.co.uk

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**Welcome to new Head Teachers and Principals from Services for Education, School Support Service.**

As a well-established and highly regarded not-for-profit charity, Services for Education offers a wide range of school support services including face-to-face training and consultancy.

We are proud to offer our new extended two year course for new Heads, in partnership with the Institute of Leadership and Management, ([http://bit.ly/2y5ajfv](http://bit.ly/2y5ajfv)), as well as support for senior leaders including safeguarding, Mental Health at Work and training for Governors ([http://bit.ly/2hF2k1E](http://bit.ly/2hF2k1E)).

Our advisory team offer a wide range of courses, interventions, services and tailored input including consultancy, and as an Appropriate Body for NQTs, our Early Career Development Bundle provides customised support to meet schools’ unique needs, ([http://bit.ly/2kAL5jq](http://bit.ly/2kAL5jq))

**LINK:** [www.servicesforeducation.co.uk](http://www.servicesforeducation.co.uk)  
**CONTACT:** Andrew Cooper, Head of School Support Service  
**EMAIL:** Andrew.cooper@servicesforeducation.co.uk
Budget Management Training Courses

This is a reminder to schools that places are still available on the Budget Management Training Courses.

The training is specifically tailored for Birmingham schools and will cover:

- Introduction to Fair Funding and schools finances
- Budget Planning
- Budget Management and Monitoring including the role of the Governing Body, Value for Money and Financial Regulations and Procedures

The Course is delivered by experienced staff from Schools Financial Services in a relaxed and friendly atmosphere where all questions and participation are welcomed.

This Course consistently receives very positive feedback from its participants and may be suitable if:

- You are a new Head Teacher or aspiring to become a Head Teacher
- Your role includes the analysis of school resources
- You are responsible for budget planning and the management of the budget
- Budget monitoring is a major part of your role and responsibility
- You are being trained on the NPQH or are a keen Deputy Head Teacher
- You are a newly appointed Bursar, Finance Officer or School Business Manager
- You are a school based member of staff responsible for finance and require some refresher training
- You are just interested in school finance

Dates: Thursday 23 and Friday 24 November 2017
Venue: Calderfields Golf Club, Aldridge Rd, Walsall, WS4 2JS
or
Dates: Thursday 7 and Friday 8 December 2017
Venue: Midlands Arts Centre, Cannon Hill Park, Queen's Ride, Birmingham B12 9QH
Cost: £495 per person

CONTACT: Pat Wilson, Schools Financial Services
EMAIL: patricia.wilson@birmingham.gov.uk
TEL: 0121 675-9857

Link2ICT Training Courses

Another money saving idea from Link2ICT – Print 365

With full control and visibility of your printing, simple fixed fees, and no hidden costs, Print 365 makes print management easy!

Simply choose the package that suits your monthly print volume, add your choice of device, and then add paper. It really is that simple and with Print 365 you can have:
• your choice from a wide range of Epson Printers
• simple fixed pricing
• inclusive onsite maintenance
• an easy-to-use management portal enabling automatic supply delivery against real-time print volumes
• hassle-free printing

Remove complexity as there are no hidden costs and no minimum requirement as you can take advantage of this great service with just one printer!

Link2ICT can help you decide which package suits you best by providing a free print audit. For a number of weeks, we will monitor your print volumes, giving you a real-time and accurate report of your use but most importantly, a report of just how much money you could save by choosing Print 365.

So, whether you would simply like to take advantage of our free print audit or whether you would like to learn more about our easy-to-manage print packages with Print 365, contact your Account Manager to find out more today!

CONTACT: Link2ICT
EMAIL: info@link2ict.org
TEL: 0121 303 5100

Policy Central/Futures Cloud Training – 17 October 2017 (Hillcrest School)

This half day course will examine the sort of information that can be gathered and discuss best practice for using Policy Central effectively. Hosted schools can work on their school system to review and update the settings.

Course Aims:
This session will support Headteachers and Senior Leaders to meet the requirements of keeping children safe in education and will provide delegates with an understanding of:
• The role of Policy Central/Future Cloud in supporting Safeguarding and Behaviour practices
• Evidence expected by Ofsted
• The Policy Central/Future Cloud interface
• Home and Activity summary screens
• Monitoring Setup
• Logs, Reports, Managing capture levels and alerts
• Using Policy Central/Future Cloud effectively

Course outcome:
• At the end of the session you will:
  • Understand how Policy Central/Future Cloud can support Safeguarding and Ofsted processes
  • Be able to configure Policy Central/Future Cloud appropriately for your school
  • Be trained to set up automated reports
  • Work more efficiently by minimising the time required to monitor logs and reports
FlashAcademy - make learning languages fun

For schools looking for exciting and practical ways to engage EAL (English as an Additional Language) pupils, Link2ICT would like to introduce FlashAcademy!

FlashAcademy is an innovative new platform that encourages students to learn English with interactive games and lessons. The platform also includes UK curriculum-specific vocabulary as well as key 'survival' vocabulary pupils may need for life in the UK.

FlashAcademy App
The new EAL platform teaches English from 19 different native languages (inc. Polish, Romanian, French, and Italian) – soon to be over 50 native languages. The app can also deliver Modern Foreign Languages (MFL) for pupils who speak English as their first language.

With a full teacher dashboard for tracking pupil progress and homework setting, watch your pupils develop their language through gamification, engaging word games, lessons, leaderboards, speaking challenges and more. You can also involve parents, as FlashAcademy is available across all devices: PC, Tablet, Smartphone, for use in the classroom and at home.

Link2ICT has a special offer available on FlashAcademy.

Using the iPad to support Maths and Computing – 19 October 2017

This course offers a practical session using a range of apps to teach, consolidate a range of skills and concepts in the Numeracy and Computing curriculum. To have an impact on teaching and learning, a variety of apps are used in a structured way, allowing pupils to showcase understanding, computational thinking and their skills in using technology.

This course will:

- Teach delegates to use the iPad confidently and assessing suitability of apps
- Share experiences of how the apps have been used within school and the value they can add to teaching and learning
• Highlight the benefits the iPad bring and the value they can add across the computing and numeracy curriculum

This course will generate inspiration and enthusiasm for using the iPad in school.

CONTACT: Link2ICT
EMAIL: info@link2ict.org
TEL: 0121 303 5100

Using the iPad to Support English – 18 October 2017

This half day course will look at using the iPad to support English across the primary curriculum. This course is a practical session using a range of apps to create and produce outcomes to support the development of literacy skills in the curriculum.

For the iPad to be used effectively and to have a real impact on teaching and learning, a variety of productivity apps can be used and combined, allowing pupils to showcase creativity, literacy and their skills in using technology. Delegates will work on apps to control workflow and learn how to manage shared set of iPads.

Course Aims and Objectives:
• To learn how to use the iPad and feel confident integrating their use into the primary curriculum to support literacy skills
• To have a better understanding of workflow and consider which would be best for your school
• To share experiences of how the apps have been used in schools

By the end of the course delegates will have:
• A better understanding of the benefits the iPad can bring to teaching and learning to support literacy skills across the primary curriculum
• An understanding of potential workflow issues
• Developed enthusiasm for using the iPad in schools

CONTACT: Link2ICT
EMAIL: info@link2ict.org
TEL: 0121 303 5100

Are you ready for GDPR?

Link2ICT continues to support schools (and our own colleagues) as we all get to grips with the new regulation.

The full extent to how GDPR will affect schools and organisations is uncertain, but ‘forewarned is forearmed’ they say, and so Link2ICT continues to run a number of awareness sessions for schools to understand best practice around data protection, data
security and the opportunity to find out more about the steps you need to take to be fully equipped and ready when the GDPR goes live next May.

This event is FREE and open to all schools, so please book now to secure your place:

Date: Wednesday 15 November 2017  
Time: 2pm – 3pm  
Venue: Story Wood School and Children’s Centre, Hastings Road, Perry Common, Birmingham, B23 5AJ

**LINK:** [https://www.eventbrite.co.uk/e/are-you-ready-for-gdpr-tickets-38619362553](https://www.eventbrite.co.uk/e/are-you-ready-for-gdpr-tickets-38619362553)

**CONTACT:** Link2ICT  
**EMAIL:** info@link2ict.org  
**TEL:** 0121 303 5100

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**Fundraising Masterclass**

Due to the great response for the first course, we have now opened up a second date for our funding Masterclass on Wednesday 29 November 2017

- Do you have little or no experience of applying for grants?  
- Is your school NOT getting its fair share of grant funding?  
- Don't know where to start?

If the answer to any of the above questions is yes, your school or organisation could benefit from attending our "Fundraising Masterclass".

With over £1 billion in grant funding available to schools in the UK each year, there has never been a better time to consider whether your school is getting its fair share.

Brought to you by Handsworth Association of Schools, this workshop will equip you with the skills and knowledge necessary to successfully access external funding sources.

**Who should attend?**

All those who have the responsibility of raising additional funding for their school or organisation and:

- Don’t know where to start looking for grants.  
- Don’t have the time to write bids.  
- Find application forms complicated.

**What to expect?**

- Identify sources of funding.  
- Uncover the secret of successful bid writing.  
- Share case study evidence of successful bids.  
- Help you complete ‘real’ application forms.  
- De-mystify business plans.
Languages hub at Bordesley Green Girls’ School and Sixth form

The meeting will focus on the opportunity for up to 50 pilot schools to be involved in a project to set up a National Centre for Content and Language Integrated Learning (CLIL) in Birmingham.

We are putting in some bids to support this and pilot schools will hopefully be fully funded. CLIL is the teaching of subjects through another language e.g. Geography in French/Science in German or primary subjects though Spanish.

If you would like to be part of this exciting project and join the 16 schools who have already expressed an interest please e-mail and/or attend the meeting on Thursday 19 October.

At the meeting there will be a presentation on a CLIL lesson, Aston University will describe the Masters qualification which will be part of the bid. There will also be a chance to swap resources and learn from each other.

Date: Thursday 19 October
Time: 3:45pm - 5pm
Venue: Bordesley Green Girls’ School and Sixth Form, Bordesley Green Road, Birmingham, West Midlands, B9 4TR

CONTACT: Judith Woodfield, Head Teacher
EMAIL: jwoodfield@bordgrng.bham.sch.uk

IT and Business Training Available

Get specialist skills in Microsoft Office IT software
We have a selection of courses that will improve your specialist knowledge and understanding of a wide range of work related software.

Our courses are offered at three different levels, Beginners, Intermediate and Advanced so you can be sure you will be joining a course at the right level for you. All our courses are taught on commonly used IT packages such as Microsoft Word, Excel, PowerPoint, Access, Publisher, Visio, Project and Outlook.

Dependent on subject and level, the training is offered as either half day or full day sessions.

CONTACT: Sameena Asmat, Corporate IT Projects Leader
EMAIL: Sameena.asmat@birmingham.gov.uk
NPQML and NPQSL Programmes for Primary and Secondary

Bishop Challoner Teaching School Alliance (BCTSA) are offering the new NPQML and NPQSL programmes, in partnership with Leadership Live.

The NPQML is aimed at middle leaders, or those aspiring to become middle leaders in the near future. The programme consists of two full days and four twilight sessions throughout the year, access to on-line materials and individual support for completion of the final assessment. The NPQML starts on Monday, 13 November 2017.

Visit www.bctsa.org/NPQML for more details and an application form.

The NPQSL is aimed at senior leaders, or those aspiring to become senior leaders. The programme consists of two full days and five twilight session, access to on-line materials and individual support for completion of the final assessment. The NPQSL starts on Tuesday, 14 November 2017.

Visit www.bctsa.org/NPQSL for more details and the application form.

BCTSA has a strong track record of delivering NPQ programmes and we are excited to be rolling out these newly updates courses this year. Sessions will be delivered at BCTSA’s training facility in Kings Heath, with expert presenters and facilitators and is open to both Primary and Secondary teachers.

CONTACT:  Catherine Haines, Teaching School Team
EMAIL:  teachingschool@bishopchalloner.bham.sch.uk

Minibus Refresher Course - 17th November 2017

Two new course dates have been set up for the Minibus Refresher Course taking place on the following:

Date:   Friday 17 November 2017
Venue:  Driver Training Centre, Redfern Depot, Kings Road, Tyseley B11 2AB
Time:   9:30am – 1pm

Date:   Monday 20 November 2017
Venue:  Driver Training Centre, Redfern Depot, Kings Road, Tyseley B11 2AB
Time:  9:30am – 3:30pm

Please call the School Safety on 303 2420 or 303 3736 as soon as possible in order to secure a space.

For more information the course leaflets are attached to the bottom of this Noticeboard

CONTACT:  School Safety Services
EMAIL:  schoolsafety@birmingham.gov.uk
Black British Arts and Culture workshop

Explore the life of Victorian actor Ira Aldridge and help us create a display.

This is a family event, children must be seven and older and accompanied by their parent to take part. Children aged 16 or 17 can attend on their own

30 spaces available please reserve your space in advance.

Event: Black British Arts and Culture workshop –
Venue: Library of Birmingham Children’s Library, Heritage Learning Space, Floor 4, Centenary Square, Broad St, Birmingham B1 2ND
Date: Saturday 28 October 2017
Time: 3pm - 4.30 pm (approx. 90 minutes with 10 minute comfort break)

To reserve email childrens.library@birmingham.gov.uk or ask a member of staff at the Children’s Library.

LINK: http://www.libraryofbirmingham.com/event/Events/childrenslibrary-blackbritisharts

Primary Arts Coordinator

Birmingham Education Partnership and Arts Connect are staging a free seminar and workshop for Birmingham Primary Teachers, aimed at exploring the role of the Lead Arts Coordinator and how it can strengthen an Arts Provision, whilst also supporting school improvement.

Date: Thursday 23rd November 2017
Time: 2pm - 5pm
Venue: mac, Cannon Hill Park, Birmingham, B12 9QH
Cost: FREE. But booking is necessary to secure your place

For more information please see the leaflet attached to the bottom of this Noticeboard.

CONTACT: Razia Butt, Resilience Advisor
EMAIL: Razia.Butt@birmingham.gov.uk
**Lord Mayor’s Dress Down Day**

As the Lord Mayor of Birmingham I am supporting three charities throughout my term of office; Dementia UK, Whizz Kidz and Cherished (including Blossom).

I would like to invite your school to be involved in my ‘Charity Dress Down Day’ which is taking place on **Friday 20th October 2017** to raise funds for the Lord Mayor’s Charity Appeal 2017/18. Birmingham schools, City Council employees and local businesses will be encouraged to swap their usual work/school attire for casual clothes or something a little more imaginative. All we ask is that in return for dressing down, employees/students make a donation of £1 which will go directly to the Lord Mayor’s Charity Appeal 2017/18.

Throughout this fun-filled charity day, I shall be visiting various schools that go the extra mile by organising additional fundraising activities. This is my opportunity to take part in your activities, visit your school and to thank your pupils and staff for their support.

The charities and I would be delighted if you would join in the fun and be part of the Dress Down Day to raise vital funds that the charities rely on. For more information please contact Sharon Allen on 0121 303 4166 or email lord.mayor@birmingham.gov.uk. Payments can be made by sending a cheque, made payable to ‘Lord Mayor’s Charity Appeal’, to the address below.

I hope you will all join in with me to make this a memorable day.

Yours sincerely,

Councillor Anne Underwood  
**Lord Mayor of Birmingham**
Keeping children safe in education 2016

Annual update, the single central record and

‘What have we learnt?’ Booking Form

Please complete and return this form to: schoolshrbbookings@birmingham.gov.uk

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Dates to select from

- 28th November 09.30 registration at St Barnabas Church, Erdington, Lighthouse
- 29th November 09.30 registration at St Barnabas Church, Erdington, Lighthouse
- 7th December 09.30 registration at St Barnabas Church, Erdington, Lighthouse
- 17th January 09.30 registration at Woodcock St – Auditorium
- 23rd January 09.30 registration at Woodcock St – Auditorium
- 30th January 09.30 registration at Woodcock St – Auditorium

Prices are detailed below and a discount will be applied when more than one place is booked for the same school/establishment:

£50.00 for 1 delegate
£80.00 for 2 delegates
October 2017

Dear Head

Oxford University Information Evening for Birmingham Schools

6pm, Monday 30 October 2017: Ruddock Performing Arts Centre, King Edward’s School, Edgbaston Park Road, Birmingham B15 2UA

Further to our letter in July, we are writing to confirm details of this event which will allow Oxford University to inform students from Years 10 to 12, parents and teachers - and even Heads - from Birmingham about the opportunities and realities of life at Oxford. The event is being organised by Merton and Keble Colleges and is being hosted at the Ruddock Performing Arts Centre at King Edward’s School/King Edward VI High School for Girls in Edgbaston.

The event will start at 6pm with a warm welcome from Andy Street, the Mayor of the West Midlands and a former student at Keble College. There will be presentations by present and former Oxford students and by academic tutors and members of the admissions teams from the two colleges. This more formal part of the event is likely to last for just over an hour, but thereafter there will be refreshments and the chance for everyone to talk more informally. We expect that the event will finish soon after 8pm.

We hope that you will encourage the attendance of your students from Years 10 to 12 who could be interested in applying to Oxford. The event is also open to parents of students and to members of your teaching staff. Booking is open now and it is possible for a school to book a number of places for students and staff or for students to book direct. As we have said, parents are also welcome, but for reasons of capacity, we would encourage students to come with only one additional adult. The booking form can be found at https://tickets.ruddockpac.co.uk//Sales/events/ruddock-hall/oxford-university-information-ticket, where you will also find details of the venue, including parking arrangements.

If you have any questions or would like further details, please contact schools@merton.ox.ac.uk or call 01865 286343.

We look forward to seeing your students at this event.

With kind regards

Rachel Buxton
Senior Tutor
Merton College, Oxford

Heath Monk
Executive Director
Schools of King Edward VI
The refresher training course comprises of two half day sessions which can be held over one day. The first half day will be classroom based and will cover the driver theory. Once part one has been confirmed please call the driver training school on 0121 303 7393/4 to book part two of the course, which comprises of a practical test.

Refresher training for all drivers is recommended after four years and before the expiry of the certificate.

Description

Part One

This part of the training will be theory based and will cover:
Driving Licences.
Defensive Driving.
Legal Responsibilities.
Health & Safety Responsibilities.
Breakdown.
Accident & Emergency Procedures.

Part Two

This part of the course is practical based and will consist of:
Licence and Eyesight checks.
Introduction to the vehicle (including vehicle checks).
Driving of the vehicle with commentary by the instructor.
Driver training (including motorway driving)
Driver Assessment and final briefing.

This part of the training will take approximately 1.5 hours.

Outcome

Successful candidates will be issued with new a MIDAS Certificate, which is valid for four years.

Audience

This course is targeted at Minibus drivers whose certificate is due to expire and is recommended once every 4 years. A reminder should be sent from the driver training school.

Booking Information

Please book online.

Note

• Diving licences must be produced on both training days.
• Current/previous MIDAS certificate must be produced when attending a refresher course.
• Attendance on both days and at all times is compulsory.

Programme

17/11/2017 09:30 - 13:00

Title: (MIDAS) Minibus Driving (Refresher) - 17th November 2017
Venue: Driver Training Center, Redfern Depot, Kings Road, Tysley, B11 2AB
Trainer: Douglas Keys, Midas Minibus Trainer

Code: ESS-1117-T016

Price per delegate: 165.00
Sign up deadline: 16/11/2017
The MIDAS training course is held over 2 days. The first day will be classroom based and will cover the driver theory, Day two will cover the practical training and testing. On successful completion of the theory training you will be asked to book a date and time for the practical training.

For pre-booking criteria please download the criteria attachment.

Applicants must produce their driving licence on both training days and attendance on both days is compulsory.

Drivers who passed their driving test before 1997 have a full category D on their licence. This entitles them to drive a minibus over 3.5 tonnes. Drivers who passed their test after 1997 only have a category B which is limited to minibuses under 3.5 tonnes.

Description

Part one

This theory based training will cover the following areas:

Driving licences.
Defensive driving.
Legal responsibilities.
Health & Safety responsibilities.
Breakdown.
Accident & Emergency procedures etc.

Part two

The practical training must be booked through the driver training school on 0121 303 7393

The following areas will be covered:

Consists of Licence and Eyesight checks.
Introduction to the vehicle (including vehicle checks).
Demonstration and commentary drive by the instructor.
Driver Training (including motorway driving),
Driver Assessment.
Assessment result and final briefing.

Outcome

Successful candidates will be issued with a MIDAS Certificate, which is valid for four years. On or before the expiry of a certificate refresher training is recommended.

Audience

This training is aimed at drivers who are required too or who volunteer to drive minibuses.

Booking Information

Please book online.

Education Safety Services reserves the right to amend or cancel courses, if for whatever reason, they are unable to deliver the advertised course. In these circumstances Education Safety Services will endeavour to give adequate notice and wherever possible to offer an alternative date

Programme

20/11/2017 09:30 - 15:30

Title:  (MIDAS)Minibus Driving (FULL) - 20th November 2017
Venue:  Driver Training Centre, Redfern Depot, Kings Road, Tyseley B11 2AB
Trainer:  Douglas Keys , Midas Minibus Trainer
Code: ESS-1117-T017

Price per delegate: 260.00

Sign up deadline: 19/11/2017
Primary Arts Coordinator CPD

How to develop your role and improve skills, progression and quality as part of school improvement in and through the Arts.

Birmingham Education Partnership and Arts Connect are staging a free seminar and workshop for Birmingham Primary Teachers, aimed at exploring the role of the Lead Arts Coordinator and how it can strengthen an Arts Provision, whilst also supporting school improvement. The event will be focusing on different themes linked to the role of Lead Arts Coordinator such as auditing provision, project planning, strategising and building frameworks within a school to support a provision's growth, commissioning Artists, staff CPD in the Arts and ways to track pupils' skills progressions in the Arts successfully. We will also be looking at how Artsmark and Arts Award can be used to maximum effect to further strengthen a school's Arts and Cultural Provision.

Workshops will be led by Birmingham Primary Teachers who are successfully delivering in all key areas linked to the role of the Lead Arts Coordinator.

The day will provide practical action planning.

Details
Date: Thursday 23rd November 2017
Time: 2.00-5.00pm
Venue: mac, Cannon Hill Park, Birmingham, B12 9QH
Cost: FREE. But booking is necessary to secure your place.

Book Now: https://www.eventbrite.co.uk/e/primary-arts-coordinator-cpd-tickets-37913643729
Email us for further information: artsconnectwm@wlv.ac.uk