



# the Maximilian

Monthly Newsletter for Governors from the Education Commission

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November 2018

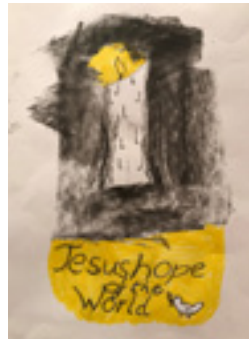
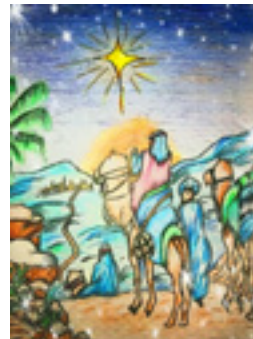
**W**elcome... *The Maximilian* is a monthly newsletter from the Education Commission to all categories of governors in our schools, highlighting changes in legislation and other news which will be of help to governing bodies.

## Winner & other finalists of the Christmas Card Competition 2018



The winner of this year's Christmas card competition is Eleanor M from St Mary's Catholic Federation, Carshalton.

Below are the finalists.



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## Academies

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- The ESFA Condition Improvement Fund (CIF) annual bidding round for 2019-2020 is now open for applications. [Please click here](#)
  - DfE have updated statutory guidance about changes to existing academies, including expanding and merging with another academy. [Please click here](#)
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## A Healthy Workplace

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The health of an organisation is founded on the welfare and well-being of those who work within it. Truly efficient and effective organisations tend to be happy places with low staff sickness absence. This can all too often be overlooked in the rush to meet deadlines, targets and dealing with the many rigours of school and college life.

[Acas](#) highlights specific indicators which all contribute to a healthy workplace:

- line managers are confident and trained in people skills
- employees feel valued and involved in the organisation
- jobs are flexible and well-designed
- managers have working knowledge and practical experience of risk assessment parameters

These go hand in hand with proper staff engagement.

### Promoting well-being at work

Promoting well-being can be broken down into four closely related areas:

- Finding out: what are the problems, issues or pressure points affecting health? What needs to be done?
- Taking action: reaching agreement on changes, actions and policies.
- Monitoring: are policies working? Are we getting it right? What needs review?
- Raising awareness: talking to colleagues about well-being at work.

Above all, there must be a strong commitment from the organisation's leadership in order to successfully promote well-being at work.

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## Brexit

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The Government has published guidance on workplace rights in the event of a no deal Brexit. The information can be found by [clicking here](#).

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## CES Application Forms, Policies & Procedures

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Disiplinary policy & procedures  
Grievance policy & procedures  
Sickness policy & procedures  
Appraisal policy & procedures  
Capability policy & produres

The CES has updated its policies, procedures and application forms. Please ensure that the policies adopted by your governing board are GDPR compliant.

[Please click here to visit the CES website.](#)

Please note that the model forms on the CES website should not be used as final versions and need to be adapted. The new GDPR regime requires that these adaptations are made and the forms have a section specifically for this and it is therefore essential that schools/academies are using suitably adapted versions reflecting the specific privacy arrangements that are in place

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## Crisis Fund

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Archbishop Peter Smith accepted an offer to launch the Catholic Children's Society (Westminster) (CCS) Crisis Fund in the Diocese of Southwark in 2016. The fund is accessible to all Parish Priests and Headteachers of Catholic Schools in the Diocese of Southwark who have a child or family in immediate need. The application form is simple and CCS aims to respond within 24 hours. Schools are encouraged to consider The Crisis Fund as a charity they support.

Contact details tel: 020 8969 5305

Email: [info@ccsconnected.org.uk](mailto:info@ccsconnected.org.uk)

[www.ccsconnected.org.uk](http://www.ccsconnected.org.uk)

The Crisis Fund is an effective and imaginative way of helping people in immediate need and has delivered all seven Corporal Works of Mercy, which are:

- Feed the hungry
- Give drink to the thirsty
- Clothe the naked
- Harbour the harbourless
- Help the sick
- Help the imprisoned
- Bury the dead

The Education Commission organises annual events in aid of The Crisis Fund. This year they are:

**Primary Advent Service 4th December 2018**

**Good Samaritan Mass 1st May 2019**

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## Mental health and behaviour in schools

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This is non-statutory, departmental advice from the Department for Education (DfE). Mental health problems affect many people, and most schools will have pupils who need mental health support. It supports implementation of chapter 6 of the Special Educational Needs and Disabilities (SEND) Code of Practice, which sets out an expected process for identifying and responding to additional needs. It also reflects recent developments in other related policy areas, in particular alternative provision, exclusions, and safeguarding.

[Please click here to view the guidance](#)

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## Church School Governance Training Programme (CSGTP)

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The Hope Church School Governance Training Programme (CSGTP) is aimed at Governors and Trustees (Directors) in both church schools and schools with a distinctively Christian ethos, providing support for Governors and Trustees (Directors) committed to working on school improvement. The programme has been very specifically designed to raise awareness of the changing expectations of Governing Boards and meeting today's challenges in the education sector, whilst still holding on to the mission and vision of a church school.

The programme has been developed by experts and professionals with a background in church school leadership, governance and inspection.

This is an online programme with interactive discussions between participants and tutors. Participants will be enrolled on an online module, with a minimum expected engagement of 12 hours (1 hour per week).

The module will be collaborative and interactive and each participant will have access to a personal tutor as well as the ability to share with and learn from a group of other members. A Reflective Journal will be submitted at the end of the module in order to receive a Certificate of Completion.

**Audience:**

- Governors and trustees (directors) working in church schools
- Governors working in other designated schools

**Dates:**

January - April 2019 (online)

**Provider:**

Liverpool Hope University

**Special Offer:**

Cost (as per the attached flyer, further reductions available in the table below):

Full Cost: £250

Price Sliding Scale - applies to groups from one governing body, MAT or Diocese

<b>No:</b>	<b>Price</b>
1	£250 (£199 Early Bird extended to 1st Nov)
2+	£175 (30% discount)
5+	£150 (40% discount)
10+	£125 (50% discount)

[Please click here for flyer and registration form](#)

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## **Foundation Governors Appeal**

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**Role and Responsibilities**

Foundation Governors are committed to supporting education in a Catholic context. They are appointed by the Archdiocese of Southwark to preserve and develop the Catholic ethos of the school, academy, college and help to deliver outstanding spiritual, moral and learning outcomes for children and young people.

Foundation Governors must be:

- practising Catholics in good standing with the Church
- over 18

**Safeguarding**

As a requirement of the appointment process all governors will be required to consent to the carrying out of any appropriate checks, including Disclosure and Barring Service checks (previously Criminal Records Bureau Checks), in respect of eligibility/suitability to be appointed as a school governor.

**Commitment**

The average Foundation Governor role will take a minimum of 10 hours per month (this can vary depending on the school calendar or by events, such as an Ofsted inspection).

This commitment includes the minimum requirement of attending governor meetings and where necessary serving on a committee e.g. finance, resources etc.

Applicants must ensure they have the time, skills and experience necessary to fulfil their obligations as a Foundation Governor for a term of 4 years.

### **Application**

Interested parties should contact [stephenbryan@rcaos.org.uk](mailto:stephenbryan@rcaos.org.uk) to request additional information regarding vacancies in our schools and academies

In particular, we require governors for our academies in West Malling, Maidstone, Sheerness, Ashford, Sevenoaks and Folkestone.