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SUFFOLK HEADLINES

Raising the Bar 2018-2020
Ensuring every child in Suffolk
can achieve their full potential



*The weekly bulletin presenting information for all schools from
Suffolk County Council*

Tuesday, 7 December 2021

The local authority (LA) is working with partners across the sector to coordinate responses to the government's regular and frequent announcements about arrangements for schools and settings.

**Message from Allan Cadzow - Director for Children and Young People,
Suffolk County Council**

To all school and setting leaders – Tuesday, 7 December 2021

Message from Allan Cadzow

Corporate Director for Children & Young People



Update from local Public Health colleagues on measures in education settings

The [Public Health Schools & Early Years Framework](#) remains in place as guidance for all Suffolk schools and settings.

As of today, across Suffolk, 44 settings are on level 2 (including 2 secondary schools, 41 primary schools and 1 specialist setting) and 11 settings are on level 3 (including 1 secondary school, 7 primary schools and 1 independent school).

Please continue to liaise with the LA COVID officers using CYPC19@suffolk.gov.uk if you think you may be moving between levels to discuss measures that can be put in place to reduce the further spread of COVID.

Vaccination Update

The vaccination program continues across Suffolk with over 50% of our 12-15 year olds

receiving the first dose of the vaccine, compared with 48.6% across the East of England and 43.4% nationally.

We still need to promote and encourage the uptake of the vaccination. Last week we shared links to the vaccination centres and the opportunity for transport for families to and from these centres. The links are repeated here for you to promote and share with families.

[Vaccinations for 12-15 year olds](#)
[COVID-19 vaccinations in Suffolk - 'Vaxi Taxi'](#)

Test Register platform

[Here is a letter to all school and setting leaders](#) with information about Test Register that has been procured for all state funded schools and settings across Suffolk. This register will replace the need to report results to the local authority from January 2022.

SEND update

We are delighted to announce that Fran Alexander has been appointed to the role of Head of SEND. She is already a SCC employee working as Head of Organisational Support in Education, Skills & Learning. She will officially start with Family Service on Monday 17 January 2022 and has already begun some induction sessions. Fran brings a good knowledge of SEND from several different perspectives and has a broad overview of services that support our schools and settings.

As part of our action plan to improve Inclusion Services we are developing our SENCO Helpline and there are secondment opportunities which are outlined in the article below.

Thank You

We know that there are many challenges facing all school and setting leaders at this time and we wanted to again acknowledge the great efforts that we are seeing and hearing about as you strive to maintain the best learning opportunities for all our children and young people in Suffolk. Our continued thanks and gratitude go to you and all your staff.

Consultation - School Term Dates 2023/2024

For information | All schools

The consultation on School Term Dates 2023/2024 has now opened.

The consultation will run from 6 December 2021 to 28 January 2022. The proposed term dates and how to respond to the consultation can be found on Suffolk County Council's website at [Consultations | Suffolk County Council](#).

Responses to the consultation should be submitted no later than 5pm on Friday 28 January 2022.

Reminder – please submit your phonics screening check data by 13 December

For information | All primary, first, infant and special schools

This link will take you to the data collection manual for submitting your phonics screening check data.

Employing an Early Career Teacher from January 2022

For information | All schools

Schools and settings employing an Early Career Teacher from January 2022 must register with three separate bodies. Please read the attached article if this applies to your school.

[Is your school employing an Early Career Teacher \(ECT\) from January 2022?](#)

Contact: Celia.moore@suffolk.gov.uk

Suffolk County Council Early Help Service – Core Offer updated December 2021

For information | All schools

Local Authorities have a responsibility to promote inter-agency cooperation to improve the welfare of children.

Suffolk County Council (SCC) Early Help Services enables children, families, and young people to make things better for themselves.

Early help is the total support that improve a family's resilience and outcomes or reduce the chance of a problem getting worse.

[Suffolk County Council Early Help Service - core offer Early Help Infographic](#)

Schools Forum Request for Nominations for Maintained Schools Representation

For information | All LA Maintained schools

There are four mainstream school representative places on the Suffolk Schools Forum.

There is no requirement for forum members to be split into primary and secondary subgroups, however the local authority would encourage schools to consider the proportion of primary and secondary pupils when electing their representatives.

[Read the letter](#)

Professional Development Opportunity – Peer Support Group programme, provided by Suffolk Virtual School

For information | All schools

Earlier this year we ran a professional development programme to support school staff to effectively manage their own wellbeing in relation to their work with those pupils with the most challenging behaviours. It was well received by the schools who participated and has enabled them to set up their own successful support networks in school.

We are pleased to offer this training programme again, free of charge, to schools in the spring term 2022.

The Peer Support Group programme, delivered in partnership with Daniel Sobel's company, Inclusion Expert, provides the opportunity to learn how to set up a peer support group. The group's purpose is to offer a forum in which staff can share their experiences, frustrations and successes about working with pupils with challenging behaviours. This forum gives staff the chance to reflect on how behaviours have been managed and the impact that this has on both the pupil and the staff members themselves.

[More details about the Peer Support Group Programme](#)

If you would like to express an interest in the programme, please email suffolkvirtualschool@suffolk.gov.uk by Wednesday 15 December.



Supporting Mental Health in Schools

For information | All Schools

Here is an update from the Wellbeing in Education programme.

[Wellbeing in Education | Suffolk County Council](#)

Use of restorative practice in schools – training

The Psychology and Therapeutic Service have now run two half day virtual training sessions to introduce school settings to the history and practice of Restorative Justice. These sessions have been aimed at helping education setting staff to understand what constitutes restorative practice, and how and why it works as a whole school approach; feedback so far has been very positive.

If you have missed these sessions but would be interested in attending one in the future, please register your interest via emailing: EducationMHLeadNetwork@suffolk.gov.uk
Subject to levels of interest, we will then arrange some additional training dates.

For those who have already attended one of these half day introductory sessions, we are running a second **follow-up session to help practice and embed restorative conversations and conferencing skills**. This will be an interactive session with live teaching and coaching.

The session will run from 9:30 to 12:30 and will be held at Endeavour House in Ipswich on 9th February 2022.

If you would like to book a place on this course please

email: EducationMHLeadNetwork@suffolk.gov.uk

Equally, if you have any questions about this training being co-ordinated by the SCC P&TS, please do contact us on the same email above.



Apprenticeships Suffolk Wednesday Weekly

For information | All Schools

Apprenticeships Suffolk is an impartial and completely free service being offered by Suffolk County Council as part of their strategic aim to increase the quality and quantity of apprenticeships within the county.

Please see link to our [website which will take you directly to our jobs page to see our current vacancies](#).

If you, or someone you know, is interested in any of the Apprenticeships Suffolk vacancies then please contact: apprenticeships@suffolk.gov.uk to register your interest and receive our Wednesday Weekly apprenticeship opportunities.



Attention all Music Co-ordinators - New Music School opening in Lowestoft

For information | All North Suffolk Primary, Nursery and Special Schools

A new Music School is restarting! Exciting plans for new ensembles to enrich the musical progression and allow music to flourish in Lowestoft.

Held at Benjamin Britten Academy of Music and free for the first term. Beginning 14 January 2022, 4.15-5.45pm, this is applicable for aged 7 to 11. Just come on the day and bring a musical instrument.

[New music school flyer](#)

Contact: 01473 263400, county.musicservice@suffolk.gov.uk

SEND/Inclusion

Secondment opportunity - SENCo support line

For information | All schools

Working with Impower and as part of our action plan to improve Inclusion Services we are developing our SENCo Helpline. We are looking for 3 full time people to take on this role and there is a secondment opportunity for SCC staff and those colleagues in schools.

Please see below and contact Barbara Barraclough (barbara.barraclough@suffolk.gov.uk) to express and interest or for more information.

[Secondment opportunity - SENCo support line](#)

Updates from the Specialist Education Services (SES)

For information | All schools

Updates to SES referrals: Referrals for the core offer from our services should continue to be requested via the revised Inclusion Referral Form. The link to the Inclusion Referral Form and any relevant appendices can be found here:

[Specialist Education Services \(SES\) | Community Directory \(suffolk.gov.uk\)](#)

We aim to support you as quickly and effectively as we can. Any referrals submitted after the 1 December 2021 for the following services will now be considered by the panel immediately after the Xmas break: *Cognition and Learning, Communication and Interaction, SEMH, Stage 3 and Whole School Inclusion*. **Referrals for the Alternative Tuition Service and Sensory, Physical teams will continue to be processed as usual over the Xmas break.**

From the start of the spring term 2022, you **may** be offered a 'consultation' approach following a referral for our core offer – an opportunity to work with a Specialist Teacher at a single visit - to talk through the referral and to seek some advice and guidance based on the information provided in the Inclusion Referral Form and the presenting needs. This may include an observation or additional assessment of a learner's needs. We hope this will further add to the existing core offer from our services and help inform the level of intervention required.

In addition to our core offer above, we are pleased to be able to increase the offer of **Inclusion Support Meetings (ISMs)** from the start of the spring term 2022. These will now be available on Monday afternoons, Thursday mornings, as well as alternate Tuesday afternoons and Wednesday mornings for the Cognition and Learning Service. To request a 20 minute slot with a Specialist Teacher from the relevant service please use this link:

[Specialist Education Services: Inclusion Support Meetings \(office365.com\)](#)

Please note that the **SENCo Support line** continues to be available to you during term time: **01473 296631**: The line is available every day between 3.30pm and 4.30pm to support with general questions and queries. We are here to help.

We thank you for all your joint working with us in the Specialist Education Services and we wish you a peaceful and restful Xmas break.

Inclusion Referral Form

For information | All schools

[Please see here the Inclusion Referral Form \(IRF\)](#). The form and the relevant appendices can also be found via this link:

[Specialist Education Services \(SES\) | Community Directory \(suffolk.gov.uk\)](#)

Small changes have been made as detailed below. Please ensure you use this form. It replaces all older versions. Thank you for your attention to this.

Changes made:

- For **managed moves** please include relevant documentation, including a risk assessment and send to InclusionService.Referrals@suffolk.gov.uk

- For **permanent exclusions** please email the completed form with all the relevant information to the **local area SEND Family Services Team** as follows:

West: SENDWS@suffolk.gov.uk

South: SENDSS@suffolk.gov.uk

North: SENDLW@suffolk.gov.uk



Engagement Model Training

For information | All schools

Please see details of [Engagement Model Training available in the Spring term 2022 on Suffolk CPD Online](#). **Please note change of dates**. The training will be led by Vicky Platt in the Cognition and Learning Service. Please do join us.

Contact: lizzy.Connell@suffolk.gov.uk, 07540 673775

Hub updates



Alpha Teaching School Hub

For information | All schools

We are delighted to be working with a strong network of schools within the Alpha Teaching School Hub Area of Tendring, Colchester, Ipswich and Babergh, who are collaborating through the already rich sense of purpose across, to ensure an exciting and forward thinking future for students in the four local district areas. We are offering NPQ Programmes and a wider CPD programmes.

Click here for more information on [NPQ Pogrammes](#)

[Please click here to register for the Wider CPD launch which will be held on 1st December @ 4.15pm](#)



Unity Teaching School Hub

For information | All schools

Update 1: Free webinar series

SEND in Mainstream for Early Career Teachers and Beyond

This FREE webinar series will support teachers to develop their ability to effectively meet the needs of all SEND learners in their classrooms using the 5 Key Recommendations from the EEF's SEN Support in Mainstream Schools Guidance Report, raising the profile of SEND to ensure it is a key focus of those in the early stages of their careers across all settings, making Every Teacher a Teacher of SEND.

Part 1: Thursday 13th January 2022, 16:00-18:00

Relationships and Knowing Your Learner

Part 2: Thursday 27th January 2022, 16:00-18:00

Practical High Quality Teaching Strategies to Meet the Needs of all SEND Learners

Part 3: Thursday 2nd March 2022, 16:00-18:00
Effective Classroom Leadership

Book your place here: [SEND in Mainstream for Early Career Teachers and Beyond | SendGateway](#)

Update 2: Specialist NPQs Starting in February
Apply now for fully funded specialist NPQs starting in February 2022:

- step-by-step instructions on how to apply are [HERE](#)
- Teacher Development Trust NPQ programme details [HERE](#)
- Church of England NPQ programme details [HERE](#)

Further guidance and support available from Helen Main (hmain@unitysp.co.uk) or Louise Clifford (lcl@hartismere.com) or the DfE designated helpdesk (continuing-professional-development@digital.education.gov.uk)

Update 3: ECTs starting in January?
Register for our full induction programme in partnership with Ambition Institute

- register interest via [this quick form](#) and we will advise on next steps
- reminder - you will also need to register them with the DfE and an Appropriate Body (eg. via Suffolk CC - celia.moore@suffolk.gov.uk).

Key Contacts

For information | All schools

In the event of a bereavement within your school community please contact the Schools Organisational Support Education Officers: edorgsupport@suffolk.gov.uk or phone 01473 263942

For COVID related queries email the COVID support officers: CYPC19@suffolk.gov.uk or share details of your query with the Education Skills and Learning business support team on 01473 263942.

In the event of suspected or confirmed COVID-19 case in your school or setting please follow these guidelines which include the contact to alert in the LA: [School/Early Years flowchart](#)

If you have a concern or query about your risk assessment, please contact the LA's Safety, Health and Wellbeing Advisor at nina.bickerton@suffolk.gov.uk.

You should contact your SEO or call 01473 263942 / email ELStandardsandexcellence@suffolk.gov.uk if you would like to discuss your planning.

For leaders' wellbeing support: 01473 265656 leadershipwellbeingsupport@suffolk.gov.uk

To request tests for anyone with COVID-19 symptoms to using the [online portal](#).

For information about the local testing site for frontline staff: [briefing note from public](#)

[health](#)

If school leads are aware of any potential Elective Home Education (EHE) cases and need any support, the EHE team are able to offer advice and guidance. [More information can be found via this link](#)

For the most recent information on School Travel visit the [Suffolk Onboard website](#).

Schools Helpline: 01473 263942

In the event of being unable to speak to someone or leave a voicemail message email ELStandardsandexcellence@suffolk.gov.uk.

SENCO helpline: 01473 296631 (open 3.30 to 4.30 Monday-Friday)

[Key contact information sheet](#)

TRAINING



Remote CPD: Basic Phonics

For information | All primary schools

This course will develop teachers' and Teaching Assistant's subject knowledge and their understanding about effective teaching strategies for Phonics. Please note this course is aimed at those new to teaching Phonics.

Monday 17th January 2022 - 4.00 to 5.15pm

£20 per delegate

Email admin.connected@barrowcevcprimaryschool.co.uk

[Remote CPD: Basic Phonics](#)



Remote CPD: Aiming High in Primary Mathematics – Session 1 of 4

For information | All primary schools

The first of four sessions which aim to develop participants' knowledge and understanding of 'what makes a good mathematician'. Exploring a range of practical strategies and ideas for developing primary pupils' fluency, reasoning and problem solving capabilities in mathematics. Sessions may be booked individually.

Tuesday 18th January 2022 - 4.00pm

£25 per session (discount available)

Email admin.connected@barrowcevcprimaryschool.co.uk

[Remote CPD: Aiming High in Primary Mathematics – Session 1 of 4](#)



Remote CPD: Impactful Teaching Assistants

For information | All primary schools

Aims to improve the professional impact of TAs by deepening their knowledge & understanding of how to help pupils to develop independent learning skills and manage their own learning.

- Avoiding the prioritisation of task completion
- Helping pupils develop ownership of tasks
- Allowing pupils sufficient time
- Intervening appropriately

Monday 10th January 2022 - 4.00 to 5.15pm

£20 per delegate

Email admin.connected@barrowcevcprimaryschool.co.uk

[Remote CPD: Impactful Teaching Assistants](#)



Remote CPD: Developing Writing Excellence in Primary Schools

For information | All primary schools

Understanding progression in core Writing concepts and how this can help us to drive and shape practice.

Aims:

To explore:

- Key Writing milestones
- Progression in key aspects of Writing
- How metacognitive scripting and questioning can support the delivery of complex concepts

Wednesday 12th January 2022- 4.00pm

£25 per delegate

Email admin.connected@barrowcevcprimaryschool.co.uk

[Remote CPD: Developing Writing Excellence in Primary Schools](#)



Remote CPD: Deep Dive Readiness Writing

For information | All primary schools

Two session course which aims to prepare participants to confidently articulate how their Writing curriculum supports excellent outcomes. Explore how to ensure a balance of skills teaching and application in writing is achieved, consider what excellence looks like and how an understanding of key milestones facilitates progress.

Monday 17th January & Monday 14th February 2022

£40 per delegate

Email admin.connected@barrowcevcprimaryschool.co.uk

[Remote CPD: Deep Dive Readiness Writing](#)



Remote CPD: Music Subject Leader Network

For information | All primary schools

Connect and share with other Music Subject Leaders. Explore ways in which the Music curriculum can engage, inspire and enable pupils. Consider learning progress and how to assess pupils' knowledge/skills. Key focus – How to become a music community

Thursday 20th January 2022 - 4.00 to 5.30pm
£20 per delegate
Email admin.connected@barrowcevcprimaryschool.co.uk

[Remote CPD: Music Subject Leader Network](#)



Remote CPD: Ready for the Next Stage

For information | All primary schools

For EYFS teachers.

- Know about 'next stage' readiness, how to assess it and what to do for those who are 'not there yet'
- Build understanding of how pupils are best prepared for Yr 1
- Understand a rigorous approach to early reading & writing
- Know how to develop number fluency

Tuesday 25th January 2022 - 4.00pm
£20 per delegate
Email admin.connected@barrowcevcprimaryschool.co.uk

[Remote CPD: Ready for the Next Stage](#)



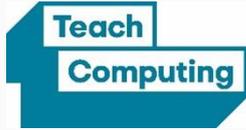
Remote CPD: SEN for Early Careers Teachers

For information | All primary schools

This course aims to accelerate the development of Early Career Teachers' SEN knowledge and skills so that they feel confident about enabling SEND pupils to thrive in the classroom. This series of training sessions should complement the SEN training of your chosen ECF provider. Session 1: inclusive planning, teaching & learning.

Tuesday 18th January 2022 - 2.00pm
£20
Email admin.connected@barrowcevcprimaryschool.co.uk

[Remote CPD: SEN for Early Careers Teachers](#)



Using Student Digital Leaders to build your computing evidence base

For information | All schools

Using Student Digital Leaders to build your computing evidence base

Monday 13th December 4.00 - 5.00pm

Do you want to reduce teacher workload, empower your digital leaders, and be prepared for an Ofsted deep dive?

This course will show how you can train student digital leaders to use a combination of google drive/google sites/free version of Seesaw to create a digital evidence-base ready for an Ofsted deep dive

If you are a google school, you will learn how to use Google sites or a combination of Google drive and Seesaw.
For those without Google - the free version of Seesaw will work equally well.

BOOK NOW: <https://www.stem.org.uk/cpd/505229/using-student-digital-leaders-build-your-computing-evidence-base>

The Suffolk Computer Hub: <https://www.wsc.ac.uk/schools/6643-suffolk-computer-hub>

Contact: computerhub@wsc.ac.uk



Maths in computer science – remote CPD

For information | All secondary schools

During this course you will explore how mathematics and computing are closely linked. Upskill in foundational topics including number systems, logic, and arithmetic and relational operations. You will also apply mathematical techniques to teaching vector graphics and compression.

Date: Tuesday 4 January 2022

Times: 09.30-15.30

For information and booking go to: [Maths in computer science - remote | STEM](#)

To learn about the Computer Science Accelerator [Click here](#)

The Suffolk Computer Hub: Please visit our website for to learn more about us: <https://www.wsc.ac.uk/schools/6643-suffolk-computer-hub>

Contact: computerhub@wsc.ac.uk

If someone else in your school would like to receive Suffolk Headlines email suffolkheadlines@suffolk.gov.uk

[View recent issues of Suffolk Headlines](#)

[View documents sent via Headlines during the COVID-19 pandemic](#)

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