Primary School Improvement Offer 2020/21

School Improvement Service
Cambridgeshire Primary School Improvement Offer

The Primary School Improvement Offer provides an opportunity for Local Authority Maintained Schools or Academies to buy in to a range of high quality support which can be tailored to meet the needs of each individual school. This booklet provides an overview of the support available from the School Improvement Service; a more detailed course booklet will be published in the summer term.

The Primary Offer provides:

- Bespoke support and CPD for individual schools/clusters or families of schools
- Good value for money
- Flexibility
- Supportive and responsive advisers

Each Element can be bought separately, or more than one element can be purchased at a discounted price. Federations and Multi Academy Trusts may be eligible for discounts if purchasing Elements for a number of schools.

Special packages and bespoke service

The Enhanced package of up to 18 days of support for schools linked to their own school improvement journey.

New to Headship Package includes Leadership Adviser visit, mentor, full school review and headship workshops based in different schools.

Element 1

Provides a named adviser, Annual Monitoring Visit plus at least 5 visits (focus of your choice) from a named School Improvement Adviser/Associate Adviser

Element 2

A range of briefings including assessment, English and maths

Element 3

Opportunity to purchase bespoke special packages or pay as you go service

Other packages of support outlined in this booklet include: Recruitment and Retention, Physical Education, Outdoor Education and PSHE.

During the next academic year, (whether schools buy into the Primary Offer or not), all Local Authority maintained schools will continue to receive an Annual Monitoring Visit in order to ensure that the Local Authority has a good knowledge of all its schools. These visits will be carried out by LA School Improvement Advisers or Associate Advisers during the first half of the autumn term and will be at no cost.

We really look forward to working with you,

Rosemarie Sadler

Head of School Improvement Service
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Elements of the Primary Offer

Element 1: Individual School/Academy Support and Challenge
(Allocation of up to 4 visits plus an Annual Monitoring Visit)

Suitable for “low” and “medium” support schools. Access to the following services:

- Named Adviser
- An Annual Monitoring Visit involving a self-evaluation review visit and a learning walk with the Headteacher and the Chair of Governors
- Support for Ofsted including preparation, School Improvement Adviser attending feedback, Meeting or telephone contact with inspector
- Ongoing support by telephone and email as required
- Ofsted Update Workshops
- ASP/FFT Workshops
- Half termly English and maths newsletters
- Curriculum Audit

Bespoke visits selected from the following menu (up to 4 Visits):

School Improvement Adviser/Associate Adviser Support

- Analysis of data
- Website audit
- Curriculum Audit
- Headteacher Performance Appraisal Review
- Joint lesson observations
- Monitoring of teaching and learning
- Work Scrutiny
- Leadership and management advice and training
- Governor training session
- Ofsted ‘health check’
- Support and advice for improving outcomes for disadvantaged pupils
- Data training for Senior and Middle Leaders
- Working with middle and phase leaders on deep dives
- Maths and English Adviser visit

Note: Additional days can be purchased at a Standard Rate of £100 per hour or £480 a day (up to 5 hours)
**Element 2: Area Based Briefing/Workshops**

Access to the following leadership briefings:

- Ofsted Updates
- Leading English (3 x 0.5 day)
- Leading Maths (3 x 0.5 day)
- Assessment Briefing (2 x 0.5 day)
- Aspiring Headteachers workshops (3 x 0.5 day)
- Improving progress in Year 6 termly workshops for Year 6 teachers (2 x 0.5 days)

**Element 3: Special Packages and Bespoke Service**

This element comprises:

**Enhanced Package**

For schools who would like an enhanced level of bespoke support

This package includes ALL the main features of Element 1

- Monthly visits by named Adviser
- Up to 4 days English, Maths or Improvement Adviser support
- Half Termly School Review meeting with HT, SLT and governors
- Bite Size Staff Meeting Programme

**New to Headship Package**

- Headteacher recruitment support for governors, shortlisting, planning recruitment tasks and attendance at interviews
- Named new to Headship Adviser
- Leadership Adviser visit
- Half termly new to headship workshops
- Full school review
- Access to a mentor
- Access to Improving Leadership Forum

**Headteacher Appraisal Review Package**

- Named Adviser
- Liaison with Headteacher and HTAR Committee
- Attend Review and Objective setting meeting
- Compile HTAR Document
- Attend mid-year review meeting (As required)
- Note of Visit to Chair of Governors
- Advise on HT professional development and well being

**School Improvement Adviser/Associate Adviser Support, “Pay as you Go” days with NO access to wider support**

A range of support, for example:

- Groups of small schools training and support
- Disadvantaged Pupils Review
- Access to a range of English and mathematics projects
- Cluster Projects
- Families of schools project
- English Adviser – Book Banding service

**Note:** “Pay as You Go” days are purchased at a Standard Rate of £100 per hour or £480 a day (up to 5 hours)
This induction package supports Governors through recruitment and Headteachers as they start headship in Cambridgeshire. It supports primary, nursery and special school Headteachers and acting Headteachers building on NPQH and drawing on many specialist services within the local authority and teaching schools to deliver a comprehensive package of support and guidance for the first year of headship in Cambridgeshire. Advisers, serving Headteachers and other Local Authority staff have supported the development of these sessions. Experienced Headteachers new to the county have found this programme very valuable as a way of getting to know how the Cambridgeshire systems work.

The modular programme is designed to be flexible as possible. In the past most new Headteachers have attended all sessions. This is an opportunity to be part of a very supportive and reflective thinking group. Visits to each other’s school are encouraged.

The New to Headship Package includes:

- Headteacher recruitment support for governors, shortlisting, planning, recruitment tasks and attendance at interviews
- Named new to Headship Adviser
- Leadership Adviser visit
- Full school review
- Access to a mentor
- Access to Improving Leadership Forum

Sessions:

The sessions are varied with specialist input being followed by an opportunity to discuss issues as a group and individually. All sessions run from 9.00am – 1.00pm, with a working lunch provided at 12.30pm. Where possible sessions are held in schools.

The sessions cover topics such as:

- Finance, property, health and safety
- Managing staff and supporting parents
- Working with governors
- Early years
- Inclusion and pupil premium

Seconded Headteacher
Lisa Valla

Charges
£1000
Academies £1100
The Senior Assessment Adviser offers bespoke support and training for Senior Leaders, Middle Leaders and Governors on both assessment and the analysis and use of school data. Training can be both for individual and/or clusters of schools looking to drive up standards through increased collaboration.

The Senior Adviser for Assessment also co-ordinates the Local Authority’s statutory obligations for the moderation of Key Stage 1 and Key Stage 2 testing and teacher assessments and the monitoring of phonics and test administration.

Support available includes:

- How to get the most out of Department for Education assessment data, including Analyse School Performance, the Inspection Data Summary Report
- How to use FFT Aspire to analyse school data and set targets
- Improving school governor’s understanding of education data to support their strategic role
- Workshops using publically available data sources to explore the context of the areas that schools are in
- Supporting collaboration between groups and clusters of schools, and helping schools to identify schools that they may wish to collaborate with
- Supporting the interpretation and understanding of Primary School data by Secondary Schools/Academies.
- Understanding assessment and its place in the classroom and school curriculum and how it can be used to evidence impact
- Preparing for moderation visits

**Senior Adviser for Assessment**

Martin Gray

**Charges**

Standard Rate of £100 per hour or £480 a day (up to 5 hours).

Schools can draw down on Element 1 School Improvement Adviser/Associate Adviser Support days for Data Support.

Other services are charged individually to include materials.
English and Mathematics Advisers are able to provide a bespoke offer of school improvement, tailoring support to meet the needs of staff, pupils and the wider school community. The team is able to work with teachers and school leaders, particularly promoting the role of subject leaders, providing both support and challenge whilst driving improvements across the school in a range of ways including:

**In school support:**
- Support English and mathematics leaders to develop and evaluate the curriculum, policies and action plans, lead CPD
- Developing teaching and learning through: planning support, model or team teaching, evaluating and developing assessments, pupil diagnostics
- Support SENCo/ inclusion managers to identify barriers using data and consider additional provision and/or interventions to secure progress of pupils with specific needs
- Working with governors to support knowledge of expectations and help identify strengths and challenges in the provision and data for English and mathematics

**Other services the team can provide include:**
- Staff meetings
- Phonics audits
- Intervention support
- Provide training on Edgehill intervention programmes
- Closing the gap and effective use of pupil premium support
- Diagnostic work with groups or individuals
- Book Banding
- Cluster working
- Easter schools
- Moderation preparation

**Senior Adviser for Teaching and Learning**
(including strategic lead for English and maths)
Emma Fuller

**Lead Adviser for English and Maths**
Gary Casey

**Charges**
Standard Rate of £100 per hour or £480 a day (up to 5 hours)
Other services are charged individually to include materials.

**Special offer** – schools can purchase 6 days of support for £2500 if agreed in advance
Area Lead Governance Advisers support, challenge and hold school governors to account across the County on a locality-based model; with a dedicated Area Lead Governance Adviser covering the following distinctive geographies:

- Cambridge City and South Cambridgeshire
- East Cambridgeshire and Huntingdonshire
- Fenland

Schools and academies can subscribe to two elements of the service

**Support and Training Package**

- Unlimited access to a series of training and development opportunities covering a range of topical themes and areas pertinent to governors, associate members and clerks.
- New Governor access to induction sessions
- Access to Termly Governance Briefings and Networking Sessions
- Support, advice and guidance from your Area Lead Governance Adviser
- Support for Chairs of Governors and governor recruitment
- Pre-OFSTED Governance Check (*for schools due inspection in the current academic year)
- Discounted rates on additional training and support

**Camclerks Clerking Service**

- Provide professional, trained clerks to governing bodies who can advise the governing body on procedures, acting as the “guardian of the rules” for the Governing Body
- Provide minutes of governing body meetings as a record of the governing body’s work – identifying key questions, challenges and responses
- Provide a secure system for storing electronic information undertaken by the clerk
- Utilise a Cambridgeshire County Council email address to reassure that any information (including confidential and sensitive data) is secure.

In addition to the above offer, further options are available as chargeable additions:

- Bespoke Training Opportunities e.g. Safer Recruitment or based upon school-specific priorities
- Governance Reviews
- Specialist Clerking e.g. Exclusions, Appeals, Complaints etc.

**Strategic Lead for Governance**

George Hayes

**Charges**

For more information about charges for training and clerking – please contact schoolgovernance@cambridgeshire.gov.uk
The Professional Development and Improvement Adviser tailors support to the precise needs of schools and the individuals within it. The job title has been amended this year to reflect the breadth of bespoke work undertaken.

The strength of Professional Development and Improvement Adviser work lies in building relationships with individuals and school teams over a period of time so that improvements are sustainable and capacity is developed. Most schools therefore commit to the 6 day package as a minimum as it also represents good value.

The Professional Development and Improvement Adviser (Primary) shares expertise and experiences from working in a wide range of schools as an adviser and from teaching and Senior Leadership roles prior to that.

The menu of activities provides an indication of the diverse range of work undertaken.

**Leadership**

- Coaching and mentoring for Headteachers, Deputy Headteachers, phase/team leaders
- Undertaking monitoring activities with senior or middle leaders
- Supporting school improvement and termly planning
- Supporting how to manage and lead senior leadership team
- Subject leadership and Phase/ Team leadership training and development

**Managing Performance**

- Support the writing and delivery of support packages
- Undertaking developmental work with individual teachers

**Teaching and Learning**

- Modelling teaching, team teaching
- Supporting working with staff during PPA including effective time management
- Continuing professional development for RQTs
- TA training and development

**Training**

- Leading staff meetings on aspects of High Quality Teaching including: differentiation, success criteria, marking and response, guided group work, maximising impact of TAs during whole class teaching, mid lesson formative assessment opportunities
- Whole school curriculum development
- Cluster/group training for NQTs, middle leaders and senior leaders

**Professional Development and Improvement Adviser**

Juliet Adloune
Fully Qualified Adult Mental Health First Aid Instructor

**Charges**

Standard Rate of £100 per hour or £480 a day (up to 5 hours)

Other services are charged individually to include materials.

Schools can combine Professional Development and Improvement Adviser support with School Improvement Adviser support in negotiation with the Head of Service

**Special offer** – schools can purchase 6 days of support for £2500 if agreed in advance
Leadership Advisers provide a bespoke offer of school support to maintained, academy, independent and free schools throughout Cambridgeshire.
Maintained schools receive the majority of the services in the subscription offer and all maintained school headteachers receive a welcome visit from their named Leadership Adviser at no charge.

**Subscription Offer**
For Academies, Multi-Academy Trusts, Independent and Free Schools
Telephone advice and face-to-face support with:
- Critical Incidents: Planning and review (Initial response free to ALL Cambridgeshire Schools)
- Complaints: Advice and guidance at every stage, including attending Stage 3 Academy panels at a discounted rate for subscribers
- Allegations against adults: Training and support
- Interpretation and implementation of both local and national legislation
- Communication: Mediation and conciliation services
- Leadership, management, governance and personnel advice
- Headteacher well-being: Mentoring, critical friendship and signposting
- Free Safeguarding Reviews for subscribers
- Safeguarding refresher training at discounted rate for subscribers
- Welcome visit for new academy headteachers

**‘Pay-as-you-go’ Service**
For ALL schools including Maintained Schools, Academies, Independent and Free Schools
Wider school assistance with:
- Grievance, discipline and complaint investigations
- Attending stage 3 complaint panels as adviser for maintained schools
- Acting as an Independent Complaint Panel member for academies (discounted for subscribing academies)
- Safeguarding Reviews and Safeguarding Health Checks
- Bespoke in-house training including
  - Allegations
  - Complaint handling
  - Staff Well-being
  - Leadership and Management of Safeguarding
  - Safer recruitment review or audits
  - Critical Incident planning and review

**Senior Leadership Adviser**
Diane Stygal

**Charges**
"Pay as You Go" days are purchased at a Standard Rate of £100 per hour or £480 a day (up to 5 hours) contact Diane Stygal for details
£700 Annual subscription
(Multi Academy Trusts – discount charges by agreement with Head of the School Improvement Service) contact Diane Stygal
Outdoor Education Adviser Service

Advice, Guidance and Training for Outdoor and Off site Learning

Engaging learners in the wider outside world is a vital part of learning, developing their skills and knowledge allowing key skills to be reinforced and placed in context of the real world. The service supports schools and staff in their vision to make their learning intent a reality, planning for impact. It offers schools a comprehensive service in this important area of learning.

The Adviser shares expertise and experience from working in a wide range of environments with different groups of young people, as a face to face worker, deputy head and now adviser to schools. This depth of experience allows schools to have full confidence in the service. The Adviser knows the county and schools well and works with schools via email, phone or face to face meetings.

Leadership

The service engages with school leadership to supply, inform and update on all aspects of Educational Visits Policy and practice. This ensures that schools are working with the most up to date advice tailored to specific school situations.

Advice

Using well honed expertise in combination with the on line National Guidance resource, the service ensures that staff receive tailored and detailed advice / support for their plans. This ranges from local plans through to plans for visits abroad.

Support

The service offers schools a range of support options.

The visit emergency fold out card for all staff to carry on a visit, and the VESN (Visit Emergency Card) for SLT to access the adviser in an emergency. Linked to this is the Managing a Offsite Visit Emergency course for SLT.

Training

To ensure that staff can fulfill their leadership role – training courses are offered.
- Educational Visit Coordinator Training
- EVC update (every 3 years)
- Visit Leader Briefing
- Managing a Offsite Visit Emergency Course
- Media Training for SLT
- Bespoke Courses – outdoor learning
- Outdoor First Aid and Forest School First Aid

Resources

The adviser maintains a stock of equipment to support schools – please see Evolve for more details.

Outdoor Adviser

Stephen Brown

Charges

Maintained Schools – can access the service within the LA provision
Academies – access via a Service Level Agreement at a per pupil rate /year.
Training courses – all courses are offered at the same joint rate
School Sport and Physical Education remain a statutory entitlement for all school children. PE, school sport and physical activity can be recognised for playing an essential role in a broad and balanced education - enhancing children’s health, building character, improving wellbeing and supporting them to realise their potential. At a time when young people’s health and wellbeing has been in decline, this could not be more important.

Physical Education, by its very nature carries high levels of inherent risk, and The Physical Education Service should be the first ‘port of call’ for schools, to ensure that teachers and young people are safe within this vital area of school life. This applies especially to swimming and aquatic activities.

**Professional Support for Physical Education, School Sport and Physical Activity**

Support available:
- Telephone, email and online support
- Newsletters and updates
- Access to PE network sessions
- Assured Health and Safety advice
- Bespoke consultancy
- In-depth Physical Education health- check
- Reduced workshop fees
- Access to online PE web-resource library

Maintained Schools – can access the service within the LA provision
Academies – access via a Service Level Agreement with an annual fee of £95.

**Professional Development opportunities**

The Service can also provide cutting edge consultancy and advice to schools ranging from policy and curriculum planning, to the safe practice and the planning and management of school swimming. The Physical Education Advisory Service runs a comprehensive programme of workshops, training courses and activities for schools and settings including:
- Accredited qualifications for Primary School PE Subject Specialists
- Practical Guides to Teaching Physical Education in Primary Schools
- Generic Physical Education workshops
- Safe Practice and Compliance
- Networking
- Coaching for Teachers
- Bespoke Consultancy

**Physical Education and School Sport Adviser**

Ian Roberts

**Charges**

Training course fees are available on the dedicated PE webpages

Consultancy fees discussed on application

Academies’ Service level agreement for advice and support – £95 pa
PSHE Service

**Cambridgeshire Personal, Social and Health Education (PSHE) Service**

The PSHE Service provides guidance, consultancy, training and resources to support and enhance the health and wellbeing of children and young people and their learning. This includes the curriculum for PSHE and Citizenship: its content, approaches to teaching and learning, monitoring and assessment. In September 2020, Relationships Education and Health Education will become statutory. The PSHE Service will be providing support to schools for implementation, including reviewing and updating our resources, guidance and training to ensure they are line with statutory status.

**Areas of work**

We support schools in reviewing and developing whole school approaches, including policy and practice in a wide range of health related themes which include mental health and emotional wellbeing, drug education, relationships and sex education, anti-bullying, healthy lifestyles (including healthy eating), loss and change and citizenship.

We also have resources and training for specialist programmes, including Conflict Resolution and Peer Mediation, and Developing Friendship skills.

For Cambridgeshire primary schools we offer a subscription arrangement, which includes access to the online Primary Personal Development Programme and all its resources, consultancy support visits and discounts on courses, in school training and Life Education visits.

**Lead PSHE Advisers**

Steph Hoskin and Cathy Murphy
PSHE@cambridgeshire.gov.uk

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**Charges**

Details of charges are available on request.

**Life Education**

Life Education Cambridgeshire and Peterborough works in partnership with Coram Life Education, a national charity serving the needs of children in the UK.

**Cambridgeshire and Peterborough Life Education (LEC) Programme**

**Areas of work**

LEC delivers ‘life skills’ based, primary drug prevention programmes to young people aged between 3-11 in mainstream and 3-19 in Special Schools. The age-appropriate programmes are delivered in high-tech mobile classrooms. Children are taught how the human body can be affected by drugs and are given the opportunity to practise the skills that will help them make good decisions.

The LEC classrooms provide an exciting environment with sophisticated audio and visual aids and use specially trained educators to deliver the programmes.

**Senior Educator, LEC**

Louise Augarde
PSHE@cambridgeshire.gov.uk

**Charges**

Details of charges are available on request. Cambridgeshire primary and special schools who subscribe to the PSHE Service Wellbeing Programme are entitled to significant discounts on their LEC bookings.
Cambridgeshire Outdoors operate three outdoor education centres around the county, offering residential and day opportunities for children of all ages with a particular specialism in KS1 and KS2. Each centre holds the Learning Outside the Classroom (LOTC) Quality Badge in recognition of the high quality experience we provide.

**Grafham Water Centre**
Grafham Water Centre is set on the shore of the 600 hectare Grafham Water reservoir, seven miles from St Neots. We offer a range of outdoor and adventurous activities, including sailing, canoeing, high ropes, stand-up paddle boarding, raft building, climbing, and archery. Every group that visits the centre comes with a specific aim in mind so all our programmes are tailor made, and can be designed to support a diverse range of subjects from the National Curriculum.

We work in partnership with teachers and leaders to ensure a positive experience for all; providing comfortable and safe residential accommodation, healthy food, committed staff, real activities and in a great location. Our team aim to create an inspirational learning environment for children; providing experiences that help prepare them for successful adult lives.

**Stibbington Centre**
Stibbington Centre provides bespoke residential and day visit opportunities for children, led by experienced qualified teachers. We have a particular focus on environmental education, providing a setting where children can explore, interact with and learn about the natural world. The experience also provides teachers with the opportunity to observe their pupils in a different setting and to encourage the development of social skills, team building, healthy eating and environmental responsibility.

Our day centre is housed in a nineteenth-century school building, and includes a classroom equipped for historical re-enactments where children can immerse themselves in history. We offer programmes in a range of other subjects spanning the primary phases, providing deep learning outside the classroom.

**Burwell House**
Our homely Victorian house, set in three acres of leafy, self-contained gardens, provides a relaxed and friendly atmosphere for all visitors. For KS1 and KS2, our highly experienced education team provides wonderful, tailor-made residential and day courses, which are planned individually with each school to enrich their curriculum, and provide a wealth of learning opportunities to ensure every child gets the most from their visit.

Our activities range from filming, in our professionally equipped TV studio, to a variety of environmental, historical and geographical investigation sessions, as well as fantastic bushcraft, mapwork, teamwork and craft sessions.

**Contact**
Please contact each centre to learn more about the opportunities we offer, including prices.

- **Head of the Grafham Water Centre**
  Teresa Thorp
  www.grafham-water-centre.co.uk

- **Head of the Stibbington Centre**
  Helen Johnston
  www.cees.org.uk

- **Head of Burwell House**
  Diane Miller
  www.burwellhouse.com
TeachinCambs is a collaborative project between the LA School Improvement Service and a steering group of Headteachers from across the county.

There are a great many services which are free to all Cambridgeshire state schools and include:

- Unlimited job advertising (any staff vacancies; not just teachers) on www.teachincambs.org.uk
- Quality candidates attracted through our website, recruitment fairs and social media
- Promotion of vacancies through our social media
- Support and advice throughout the year
- Access to our internship scheme and events to showcase our schools

**Recruitment and Retention: Internships and Apprenticeships**

A two year teacher programme which provides an alternative route to Qualified Teacher Status.

**Year one** (1st September 2020 – 30th June 2021)

Interns start in September, paid at NLW1 from 1st September to 30th June. They will be supernumerary to the teaching assistant workforce, as they will be receiving training and will be moving around classes/groups so as to receive the complete experience. They will be expected to work as a TA initially progressing to some team teaching/small group teaching in the third term.

During year one, each intern will be expected to attend fortnightly training as well as keeping a portfolio which describes and evaluates the experiences they have had. Near the end of term three, the intern and their Head (with input from the intern’s in-school mentor) will decide whether the intern (a) wants (b) is suitable to continue to year two.

**Year Two** (1st July 2021 – 24th July 2022)

The participating school will give the intern a 75% timetable and will pay them at the rate of an unqualified teacher at scale point one; the training will be paid for from the school’s/Trust’s apprenticeship levy.

**Advisers**

Emma Fuller – Senior Adviser for Teaching and Learning
Lynne Birch – Schools Engagement Adviser
Rachel Minett – NQT Adviser

**Contact us at**
schools.recruitment@cambridgeshire.gov.uk

**Charges**

**Year one:** salary for the intern (plus pension & NI costs) £450 training and admin charge payable to the LA

**Year two:** salary for the intern (plus pension & NI costs) £200 quality assurance and admin charge payable to the LA
Cambridgeshire NQT Advisory Service acts as an NQT Appropriate Body and provides specialist support, guidance and advice on NQT induction for maintained schools, academies, free schools and independent schools. It is a statutory requirement that NQTs are registered with an independent NQT Appropriate Body, which has the main quality assurance role for induction.

We believe that induction should be informed by the following principles:

- **Equality of Opportunity.** All teachers should have equal access to high quality training and supervision during the induction period.
- **Entitlement.** Teachers are entitled to high quality, well planned and well organised support and training throughout the induction year which offers them every opportunity to succeed.
- **Consistency.** The supervision, training and assessment provided for teachers should at all times be kept within the principles of equality of opportunity and entitlement and be applied consistently by all schools.

Cambridgeshire’s NQT Advisory Service provides:

- Advice, support and guidance from a dedicated NQT adviser
- Access to our comprehensive Induction Guidance booklet and other associated resources and documents
- Access to the NQT Manager website, a simple and secure paperless system for NQT registrations, assessments and induction resources
- Quality assurance visits to a sample of schools
- Advice and support for schools in the event that an NQT is at risk of not meeting the Teachers’ standards
- Panel to oversee quality assurance procedures and to agree applications for reduced or extended induction
- Induction data provided as required to the TRA
- Induction Tutor/Coordinator update briefings and network meetings
- Annual NQT conference
- Comprehensive one day training course for new Induction Tutors/Coordinators (additional charge)
- Free membership of the Chartered College of Teaching for one year

**NQT Adviser**
Rachel Minett
NQT@cambridgeshire.gov.uk
www.cambslearntogether.co.uk/services-to-schools/nqt

**Charges**
£105 per NQT per term for schools within Cambridgeshire
£115 per NQT per term for schools outside of Cambridgeshire

Schools with more than 5 NQTs registered will receive a 10% discount for each additional NQT registered

MATs/ Federations can also sign one service agreement to benefit from the above discount. Please contact the NQT Adviser for further information.
The Religious Education Adviser offers tailor made support and training for all who either lead or teach Religious Education (RE) in all schools across Cambridgeshire. Training can be both for individual schools or clusters of schools looking to drive up standards through increased collaboration.

Support available includes:

- Curriculum planning
- Supporting teaching of the Agreed Syllabus
- Supporting RE across the curriculum
- Workshops exploring different ways to teach RE across a school
- Updating teacher Knowledge and Understanding
- Supporting whole school RE events
- Training on how to use assessment in RE

RE Adviser
Amanda Fitton
Wisbech Adventure Playground

The playground is a large open access space, primarily designed for children aged 6-13 years but younger and older children may attend.

Children under 6 years must be accompanied by a responsible adult over the age of 16 years.

The facility is free to the public, with onsite parking which is monitored by CCTV.

The Playground includes two specially built play barges which offer indoor provision. Outside, there is a sand and water play area, self-build climbing frame, two big slides, a zip-wire, a roundabout for wheelchair users, a trampoline and more.

The Playground is a safe place to meet new people and develop relationships for all ages by offering a range of different sessions including:

- After school and holiday sessions
- Stay and play for 0-5 year olds
- Coffee and craft mornings for the community
- Community events e.g. National Play Day, Halloween, Christmas parties, and other events

The playground is an inclusive provision and we welcome children of all abilities. When playworkers are on site there is free use of an all-terrain wheelchair and accessible toilet and hygiene room. Some of the play equipment can be adapted for wheelchair users.

Children can be referred to the Playground for one to one and small groupwork/support run by qualified playworkers (see link to Early Help Offer). Each child’s needs will be discussed with the referring agency and a bespoke programme agreed and put in place for that child.

The Learning Bus is available for use by local partner organisations providing family learning opportunities. It seats 26 people and is equipped with a hydraulic lift for wheelchairs, desks, chairs, a projector and screen providing a facility to promote children, young people, adult and family learning.

Lead Playworker
Violet Loveridge
violet.loveridge@cambridgeshire.gov.uk
www.wisbechadventureplay.net

Charges
Free to all children up to 18 years
One to one playworker support £30 per hour per playworker
Small group work (max. 4 children) £40 per hour per playworker
www.wisbechadventureplay.net
School Improvement Service

**Head of Service**
Rosemarie Sadler  
01223 728376 / 07917 398156  
rosemarie.sadler@cambridgeshire.gov.uk

**School Improvement Advisers**
Sue Bowman  
07917 871164  
sue.bowman@cambridgeshire.gov.uk
Craig Duncan  
07585 881876  
craig.duncan@cambridgeshire.gov.uk
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**Senior Adviser for Teaching and Learning**
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emma.fuller@cambridgeshire.gov.uk

https://khub.net/group/cambridgeshire-maths-team • https://khub.net/group/cambridgeshire-english-team

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gary.casey@cambridgeshire.gov.uk

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lindsay.parkes@cambridgeshire.gov.uk
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thomas.oakley@cambridgeshire.gov.uk
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tracey.sandhu@cambridgeshire.gov.uk

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07768 711634  
 juliet.adloune@cambridgeshire.gov.uk

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Senior Leadership Adviser
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Leadership Adviser
Vacancy

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Tina Hubbard 01223 715321 / 07500 993414 tina.hubbard@cambridgeshire.gov.uk

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NQT Adviser
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SACRE Adviser
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Steph Hoskin 01480 376256 / 07468 76215 steph.hoskin@cambridgeshire.gov.uk

Senior LEC Educator
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Outdoor Education Adviser
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Physical Education and Sports Adviser
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Cambridgeshire Outdoors
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Helen Johnston, Stibbington 01780 782 386 helen.johnston@cambridgeshire.gov.uk
Diane Miller, Head of Burwell House 01638 741 256 diane.miller@cambridgeshire.gov.uk
Charging for the Primary Offer 2020/21

Elements of the Service Offer

Element 1:
Individual School/Academy Support and Challenge Programme

<table>
<thead>
<tr>
<th></th>
<th>Academies</th>
<th>Federations</th>
</tr>
</thead>
<tbody>
<tr>
<td>£2070</td>
<td></td>
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</table>

Element 2:
Area Based Briefings

<table>
<thead>
<tr>
<th></th>
<th>Academies</th>
<th>Federations</th>
</tr>
</thead>
<tbody>
<tr>
<td>£670</td>
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</table>

Element 3:

a) Enhanced Package

<table>
<thead>
<tr>
<th></th>
<th>Academies</th>
<th>Federations</th>
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<tbody>
<tr>
<td>£2800</td>
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</table>

b) New to Headship Package

<table>
<thead>
<tr>
<th></th>
<th>Academies</th>
<th>Federations</th>
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</thead>
<tbody>
<tr>
<td>£1000</td>
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<td></td>
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</table>

c) Headteacher Performance Review

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>£1000</td>
<td></td>
</tr>
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</table>

d) Additional Services and Personalised Support (charged for at time of booking)

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>PD session for up to 30 people</td>
<td>Standard rate</td>
</tr>
<tr>
<td>PD session for 31 to 60 people</td>
<td>Standard rate plus 50%</td>
</tr>
<tr>
<td>PD session for 61 to 100 people</td>
<td>double Standard Rate</td>
</tr>
<tr>
<td>Staff meetings/twilights</td>
<td>£200 standard rate</td>
</tr>
</tbody>
</table>

e) Course and Conference Programme

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Individually charged</td>
<td></td>
</tr>
<tr>
<td>The full programme of courses and conferences will be available before July 2020</td>
<td></td>
</tr>
</tbody>
</table>

f) English, Maths, Professional Development and Improvement and Leadership Adviser Offer and Recruitment and Retention

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Individually charged and listed separately</td>
<td></td>
</tr>
<tr>
<td>Subscription rate for Leadership Advisers</td>
<td></td>
</tr>
</tbody>
</table>
Discount for Purchasing Element 1 + 2

£2450  I  Academies £2675  I  Federations – charges to be negotiated on an individual basis

Discount for Purchasing Enhanced Package + Element 2

£3105  I  Academies £3415  I  Federations – charges to be negotiated on an individual basis

Cancellation Policy for Adviser visits, courses and conferences

Email confirmation of time allocation between Headteacher and Adviser commits to full payment.

Full charge  Any cancellation by the school made 5 or less working days from agreed date

50% charge  Any cancellation made by the school between 6 and 10 working days from agreed date which cannot reasonably be rearranged

No charge  Cancellation by adviser due to illness/absence

Cancellation by school due to Ofsted/HMI visit

In the case of absence of a teacher, the school may choose to alter the focus of the visit

The Early Years Offer 2020–2021 coming soon!

Charges:  Maintained Nursery Schools and Primary Schools £325

Individual Academies £375

Small schools (PAN of less than 25) can save £85 on membership

Contact:  earlyyears.service@cambridgeshire.gov.uk
## Application form

Name of School/Academy:  
Name of Headteacher:  
Name of current/previous Adviser:  

*Please tick the appropriate box for each element of the Service Offer*

### Element 1 Visit support programme (up to 6 days support)

<table>
<thead>
<tr>
<th></th>
<th>LA Schools</th>
<th>Academies</th>
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</thead>
<tbody>
<tr>
<td>Full Charge</td>
<td>£2070</td>
<td>£2270</td>
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</table>

### Element 2 Area-based Briefings/Workshops

<table>
<thead>
<tr>
<th></th>
<th>LA Schools</th>
<th>Academies</th>
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</thead>
<tbody>
<tr>
<td>Full Charge</td>
<td>£670</td>
<td>£720</td>
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**Total cost of Element 1 and 2**

<table>
<thead>
<tr>
<th></th>
<th>LA Schools</th>
<th>Academies</th>
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</thead>
<tbody>
<tr>
<td>Discounted charge</td>
<td>£2450</td>
<td>£2675</td>
</tr>
</tbody>
</table>

### Element 3

**Enhanced Package (up to 14 days support)**

<table>
<thead>
<tr>
<th></th>
<th>LA Schools</th>
<th>Academies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academies</td>
<td>£3080</td>
<td></td>
</tr>
<tr>
<td>New to Headship Package</td>
<td>£1000</td>
<td></td>
</tr>
<tr>
<td>Headteacher Performance Review</td>
<td>£1000</td>
<td></td>
</tr>
<tr>
<td>Leadership Adviser Subscription Package for Academies</td>
<td>£7020</td>
<td></td>
</tr>
<tr>
<td>Professional Development and Improvement Adviser Offer Special Offer 6 days of support for</td>
<td>£2500</td>
<td></td>
</tr>
<tr>
<td>Maths and English Adviser Special Offer 6 days of support for</td>
<td>£2500</td>
<td></td>
</tr>
</tbody>
</table>

**Total Cost of Enhanced Package and Element 2**

<table>
<thead>
<tr>
<th></th>
<th>LA Schools</th>
<th>Academies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Discounted charge</td>
<td>£3105</td>
<td>£3415</td>
</tr>
</tbody>
</table>

Please scan and email to primary.finance@cambridgeshire.gov.uk by **22nd May 2020**