



*Archdiocese of Westminster*  
**Education Service**  
*Dedicated to Lifelong Growth of the Whole Person in Faith*  
**BULLETIN**

**August**  
**2006**  
**4/06**

**To: Head Teachers and Chairs of Governing Bodies**

*Items marked\* do not apply to independent schools*

**From the Director of Education**

In June the diocese suffered the unexpected loss of Nick Vecchione, a long standing member of the Education Commission, who was called to the Lord after a few months of illness. Nick was a man of great experience who always brought a clear, individual and refreshing view to his work for the Commission and as a long standing Foundation Governor. Our prayers are for Nick, his wife Mary and his family. We shall miss him.

I am sure I remember the Summer holidays as a quiet time. A time to catch up, a time for strategic thinking, for clearing the decks and preparing for the new academic year. That state of affairs seems to be with us no longer. Leaving aside Hertfordshire school transport (more of which later), we had to respond to an unprecedented twenty-six references to the Adjudicator and three to the Secretary of State. Two schools were threatened with Judicial Review. The Building Schools for the Future deadlines in six boroughs require constant responses. The list goes on. I live in the forlorn hope that this is a one-off experience...

Meanwhile, in Hertfordshire, despite an enormous campaign, the County Council decided to end free denominational school transport. Although we managed to extract some concessions, the dilemma for those with moderate incomes and several children is likely to be acute, and the subsequent damage to Catholic schools great. We have arranged to get the decision called-in to the Scrutiny Committee, we are seeking Counsel's advice on the viability of a challenge, and we are talking to the CES about the national implications. In the last Bulletin I paid tribute to the energy and work of the schools, parishes and Catholic community as a whole in rising to the County Council's challenge. Whatever the ultimate outcome on the transport front, I have no doubt that the Catholic community has become stronger and more unified voice as a result. The County Councillors may yet regret waking it so rudely.

On the domestic front, Valerie Pye and Stephen Hawkes join us this coming term. Their arrival completes our team of Primary Advisers. We say farewell to Chris Cahill, who has decided to take early retirement. We have benefited from Chris's experience over the last couple of years since he came to us from St Thomas More in Haringey. We wish him well for the future. Meanwhile Ian McGibbon will stay with us and will be assisting the Secondary Team to ensure continuity of cover.

*Paul Barber*

**Welcome to New Colleagues**

Welcome to all colleagues who are beginning a new phase in our schools, whether as teachers, support staff or governors. We hope your new role will prove enjoyable and fruitful. Special welcome and congratulations to the new head teachers in our diocese, who took up their posts this September.

\*Colleagues with an asterisk are not new to the Diocese as head teachers but are taking up a second headship in the Diocese.

- Linda Sheppard, St Joseph's Primary, South Oxhey
- Deirdre Mansi, St Vincent's Primary, Mill Hill
- Terry Cooper, St Gregory's Primary, Ealing
- Sean Crannitch, St Patrick's Primary, Kentish Town
- Kate Baptiste, St Monica's Primary, Enfield
- Theresa McManus, St Mary's Primary, Chiswick
- Teresa McBride, Our Lady of Muswell Primary, Muswell Hill \*
- David O' Farrell, St Bernadette's Primary, Harrow \*
- Evelyn Ward, Holy Rood Primary, Watford (amalgamation)
- Peter Sweeney, St Joan of Arc Secondary, Rickmansworth
- Martin Tissot, St George's Secondary, Maida Vale

May their leadership and ministry benefit the whole school community.

## Staffing Structure

Enclosed with this newsletter is a chart showing the schools related responsibilities of the Officers of the Service. This chart differs considerably from the last version, issued before the restructuring. We hope it will be useful. However, if you are contacting the Service by telephone, please still let the person who answers know the nature of your call, so that you can be put in touch with the appropriate member of the Service.

Contact Maureen Roe on 020 7798 9005 or e-mail: [maureenroe@rcdow.org.uk](mailto:maureenroe@rcdow.org.uk)

## Occupation of Premises\*

*(This item applies directly to schools in diocesan trusteeship only).* For some time, many schools and colleges in the trusteeship of the diocese have been asking us to clarify the basis upon which they occupy diocesan land. In practice, there have been few practical problems, especially due to the way that major grant-aided projects have traditionally been handled through the diocese. A number of current government initiatives, such as Building Schools for the Future, the Primary Capital Programme and Extended Schools will, however, impact on the occupation of land and the traditional ways in which capital funding is handled. For that reason, the Trustees have decided to clarify the basis on which schools occupy diocesan premises: a sheet is enclosed which explains the current position in more detail.

For more details, contact Paul Barber on 020 7798 9005 or e-mail: [paulbarber@rcdow.org.uk](mailto:paulbarber@rcdow.org.uk)

## Silly season news – a prize?

Like schools, we have our fair share each year of irate and or persistent parents contacting us, but one set of parents this year surely deserve some sort of dubious prize for persistence. When their child failed to obtain a place, they appealed unsuccessfully to an independent appeal panel. They went to the Ombudsman, on whose recommendation the school offered a second appeal before a fresh panel, this was again unsuccessful. Meanwhile, they had also referred the matter to the Secretary of State, and the DfES had investigated and dismissed that claim. They complained to the permanent Secretary about the handling of the reference: the complaint was investigated and the original finding upheld. The parents have now returned to the Ombudsman to complain about the second appeal hearing ...

## Admissions\*

It is not too late to book a place at the **Conference for Primary schools on Admissions** planned for **Tuesday 12 th September** at the Pastoral Centre, London Colney (new flier attached). (Apologies for the error in the date on the text of the last bulletin. The flier had the correct date the **12<sup>th</sup>**). Topics for discussion will include Primary Co-ordinated Admission Arrangements and the Admissions Code of Practice.

Subject to financial support from the secondary schools, 'The Catholic Secondary Schools' Prospectus for our Catholic Community **'Choosing a Catholic Secondary School'** will be available at the Conference. This prospectus will be sent to all our Catholic Primary Schools for distribution to Year 6 children at the start of term. Copies will also be sent to the Secondary Schools and parishes for distribution, as not all prospective Year 7 pupils attend Catholic Primary Schools.

### **Urgent Responses Required**

Thank you to all those schools who have responded to the Primary/ or Secondary Co-ordinated Scheme Questionnaires so far. If you have not yet responded, your data is essential when we lobby DfES and LEAs about the admissions system - so please complete the questionnaires and return as soon as possible.

Contact Maureen Roe on 0207 798 9005 or email [maureenroe@rcdow.org.uk](mailto:maureenroe@rcdow.org.uk)

### **Admission Policies\***

In the Autumn Term all governing bodies should include on their agenda the review of the School's Admission Policy for school entry **2008 – 2009**. All admission authorities have to consult other admission authorities within 'the relevant area' by **1<sup>st</sup> March 2007**. After consultation, admission arrangements must be determined by **15th April 2007**. It is an expectation of all of our maintained schools that a copy of their proposed 2008-2009 policy is sent to the Diocese, as part of the consultation process. Ideally this should be in the Autumn Term or early in the Spring Term.

Contact Maureen Roe on 0207 798 9005 or email [maureenroe@rcdow.org.uk](mailto:maureenroe@rcdow.org.uk)

### **Governors Guide to the Law\***

The first set of amendments to the *Guide to the Law* have been published and are available to be downloaded from <http://www.governornet.gov.uk> - please draw this to governors' attention. As new legislation is introduced it is inevitable that the guide will quickly become out of date. There have been a lot of changes since the current edition was published and with the Education and Inspections Bill currently going through Parliament it is certain there will be more. The DfES produce online amendments termly.

Contact Maureen Roe 0207 798 9005 or email [maureenroe@rcdow.org.uk](mailto:maureenroe@rcdow.org.uk)

### **New Regulations /Consultations**

#### **New Regulations for Teachers' Performance Management\***

Following feedback during the recent consultative briefing events, the consultation period for the draft revised Regulations and guidance were extended to 30th August 2006 and the proposed new arrangements come into effect from September 2006 with 2006 -2007 being a 'transitional year'. For a number of schools, the revisions proposed may not involve much change from the existing arrangements under the current Regulations. However, some schools may need to do more to comply with the new proposals and Ministers are therefore minded to provide that the arrangements for the first transitional year will give schools until 31st January 2007 to agree plans for their staff that reflect the new revised regulations.

More information is available at [www.dfes.gov.uk/consultations](http://www.dfes.gov.uk/consultations)

#### **New Pupil Registration Regulations\***

The Pupil Registration Regulations govern the admissions and attendance registers that all schools must keep. They also regulate the power of special schools and maintained schools to grant leave of absence. Ministers signed the new Regulations on 30th June and, subject to Parliamentary scrutiny, they will come into force on 1<sup>st</sup> September 2006. A summary of the 2006 Regulations, which highlights the changes from the previous regulations, will be available at [www.dfes.gov.uk/schoolattendance](http://www.dfes.gov.uk/schoolattendance) along with draft guidance at the same time.

## **Child Protection: Safer Recruitment and Vetting in the Education Service**

The draft Guidance details the recruitment checks that need to be made on all people who work with children and young persons through the education service, including overseas teachers, agency staff working in educational establishments. The draft Guidance seeks to reflect regulations which came into force on 12th May, making CRB Disclosure mandatory for all members of the school's workforce to reflect a range of other proposals announced by the Secretary of State for Education and Skills to the OfSTED report commissioned following the list 99 review, Safeguarding Children, An Evaluation of Procedures for checking Staff Appointed. The consultation draft attempts to consolidate in one place everything one needs to know and the must-dos and the strongly recommended 'best practice' in terms of recruitment and vetting checks.

More information is available at [www.dfes.gov.uk/consultations](http://www.dfes.gov.uk/consultations).

Contact Maureen Roe on 0207 798 9005 or email [maureenroe@rcdow.org.uk](mailto:maureenroe@rcdow.org.uk)

## **Education Service Training Programme 2006 - 2007**

Two copies of the Education Service Training Booklet for 2006 - 2007 are being sent to schools. One copy is for the Head Teacher and one for The RE Coordinator (Primary) and the Head of RE (Secondary). Please ensure that all staff, governors and chaplains are made aware of the courses available to them. The Introduction and On-going courses and workshops in Catechesis for Catechists and parishes, I am sure, will also be of interest to school staff, many of whom are parish catechists. In particular please draw the staff's attention to the CCRS. This course is open to teachers, catechists and other adults wishing to develop their knowledge and understanding of the Catholic faith and Catholic education. Catholic Teachers who wish to progress in leadership in Catholic Schools should be reminded that undertaking or having achieved the CCRS is an essential part of that progression. The next study day is Saturday 16th September at The Jesuit Centre Mount Street W1.

Contact Maureen Roe 0207 798 9005 or email [maureenroe@rcdow.org.uk](mailto:maureenroe@rcdow.org.uk)

## **Aspiring Heads and Aspiring Deputy Heads**

Please find enclosed a flier advertising forthcoming courses for Aspiring Headteachers and Aspiring Deputy Headteachers being held at The Hilton Hotel, Stansted. Both courses are organised jointly by the Diocese of Brentwood, East Anglia, Northampton and Westminster. Please note the closing dates for both courses and make sure that applications are received by the due dates. Application forms are available on the Diocesan website [www.rcdow.org.uk/education](http://www.rcdow.org.uk/education).

Contact Maureen Roe on 0207 798 9005 or email [maureenroe@rcdow.org.uk](mailto:maureenroe@rcdow.org.uk)

## **Allocation of Primary Advisers for Catholic Education**

Please find below an allocation list of advisers for all primary schools in the Diocese. The list has been drawn up taking many different factors into account. I am sure that all our schools will give a particular welcome to our two new Primary Advisers, Helen Andrews and Stephen Hawkes and our new Primary Team Leader Valerie Pye.

**Valerie Pye Education Officer Catholic Education (Primary)**– Tower Hamlets

**Helen Andrews Adviser for Catholic Education (Primary)** – Hackney, Haringey, Hillingdon, Hounslow, Islington

**Kathleen Gilbert Adviser for Catholic Education (Primary)** – Ealing, Hammersmith and Fulham, Kensington and Chelsea, Richmond, Surrey Westminster

**Yvonne Govan Adviser for Catholic Education (Primary)** – Camden, Enfield, Harrow, Lea Valley, Stevenage, St Albans (St Adrian's, St Bernadette's, St John Fisher, Ss Alban and Stephen Infs and Jnrs, St Dominic's, St Columba's Prep)

**Stephen Hawkes Adviser for Catholic Education (Primary)** – Barnet, Brent, Hatfield, St Albans (St Teresa's Borehamwood, St Roses, St Cuthbert Mayne, St Thomas More, St Albert the Great) Watford.

Thank you to all our Primary Schools (in particular) for their patience and forbearance during the last school year in a time of change and staff shortages. Thanks are also due to Kathleen Gilbert and Yvonne Govan (Primary Advisers) whose workload was increased considerably during this period and to Pam Singh and Kate McKeever who worked with the Service on a Consultancy basis as we tried to ensure that there were no gaps in our service delivery.

Contact Maureen Roe on 0207 798 9005 or email [maureenroe@rcdow.org.uk](mailto:maureenroe@rcdow.org.uk)

### **CCRS Study day**

**The Old Testament** : Presented by: Mgr. Mark Langham & Brian Purfield.

Saturday 16<sup>th</sup> September Jesuit Centre, Mount Street, W1 (**Please Note Change of location!**)

The programme outline for this module includes: Scripture as revelation; Covenant; Prophecy

For more information about the Catholic Certificate in Religious Studies or this study day, contact Moira Wilson 020 8202 3611 [moirawilson@rcdow.org.uk](mailto:moirawilson@rcdow.org.uk)

### **Secondary Chaplains**

There is a meeting for chaplains in secondary schools on Tuesday 17<sup>th</sup> October 2006 from 2pm – 4pm at Westminster House, Hendon. Please use the enclosed flyer to indicate you are attending and book your place. The two other meetings for chaplains in the coming year are on Tuesday 30<sup>th</sup> January 2007 from 9.30 to 12 at Westminster House, Hendon and Thursday 10<sup>th</sup> May 2007 from 9.30 to 3.30 at Westminster House, Hendon.

Contact Anthony Clark on 07738183830 or email [anthonyclark@rcdow.org.uk](mailto:anthonyclark@rcdow.org.uk) or Monsignor Vladimir Felzmann 01727 829206

### **Secondary NQTs**

There is a meeting for NQTs teaching Religious Education in secondary schools on Thursday 5<sup>th</sup> October 2006 from 9.30am to 3.30pm at Westminster House, Hendon. Please use the enclosed flyer to indicate you are attending and book your place.

Contact either Peter Ward on 07738 183 833 or Margaret Theissl on 020 8202 2371.

### **Compendium of the Catechism of the Catholic Church**

The Vatican has put the text of the Compendium of the Catechism of the Catholic Church onto its website. The Compendium was published in English earlier this year by the CTS and the Cardinal recommended that all schools and parishes should have a copy. The full text is available on the website at [www.vatican.va](http://www.vatican.va) and then clicking on 'English' and then the link to the Compendium. The direct link is [http://www.vatican.va/archive/compendium\\_ccc/documents/archive\\_2005\\_compendium-ccc\\_en.html](http://www.vatican.va/archive/compendium_ccc/documents/archive_2005_compendium-ccc_en.html) The Compendium is the official shortened version of the Catechism of the Catholic Church. It is also worth a reminder that 'The Social Agenda of the Catholic Church: A Collection of Magisterial Texts' is easily accessible at [www.thesocialagenda.org](http://www.thesocialagenda.org) (see Bulletin 2/04)

For further info contact Anthony Clark on 07738 183 830 or [anthonyclark@rcdow.org.uk](mailto:anthonyclark@rcdow.org.uk)

### **School and community discussion resources**

Following on from the faith sharing materials produced for At Your Word, Lord and Christ Among Us, the Agency for Evangelisation will produce an autumn resource to be used in the diocese. This will

arrive in early October and will draw on the Holy Father's recent encyclical 'Deus Caritas Est'. It will cover the six weeks from 22nd October (29th Sunday) to 26th November (Christ the King). In compiling this material the writing group has been conscious of the feedback received from those who participated in At Your Word, Lord and Christ Among Us. In particular it has tried to reflect the desire for 'more teaching'. Schools might well encourage staff to use these materials both for themselves and in their teaching and classroom prayer.

*For further info contact Fr Michael O'Boy, the Director of the Agency for Evangelisation on 020 7798 9157 or [michaeloboy@rcdow.org.uk](mailto:michaeloboy@rcdow.org.uk)*

### **Good News Slot**

*(Please note: this section of the bulletin consists of pieces of good news which have been sent in from schools around the diocese. It may well be that others schools have achieved similar awards or success and, if so, we congratulate them too!)*

Congratulations to **Larmenier & Sacred Heart Primary School, Hammersmith**, on the award of Gold Artsmark by the Arts Council; **St Theresa's, Finchley & St Anthony's, Hertfordshire**, have both been awarded Healthy Schools status; **The Federation of Convent of Jesus and Mary Language College and Cardinal Hinsley High School** were both inspected in May 2006 and graded as 'good schools'; in addition, Cardinal Hinsley High School has been awarded Maths and Computing specialist status; **Salvatorian College, Harrow**, has been awarded Science Specialist College status.

**Well done !**

**Please send your 'good news' to Greeny Longville** *E-mail: [greenylongville@rcdow.org.uk](mailto:greenylongville@rcdow.org.uk)*

<p><b>Enclosed with this edition of the Bulletin is a one page summary document which we would ask you to display on the staff noticeboard. Thank you</b></p>
---------------------------------------------------------------------------------------------------------------------------------------------------------------