

28 April 2023 (Issue 49)

**B-Comms is the fortnightly newsletter for Church of England schools who are Members or Associate Members of St Benet's Multi Academy Trust:** Alburgh with Denton Primary, Cringleford Primary (Associate Member), Dickleburgh Primary & Pre-school, Diss Junior Academy, Diss Infant Academy & Nursery, Garboldisham Primary, Harleston Sancroft Academy, Hethersett Primary (Associate Member), Morley Primary, Newton Flotman Primary, St Mary's Junior, Tacolneston Primary, Scole Primary.

**Schools working with us through the DfE's TSIO programme are:** Acle Primary; Catfield Primary/Hickling Infant/Sutton Infant (the Swallowtail Federation); Carleton Rode Primary; Happisburgh Primary and St Mary's Endowed Primary Roughton (the Lighthouse Federation); Little Plumstead Primary; Pulham Primary; Worstead Primary.

## Good News Stories

### Children's Author Visits Beacon Federation

James Campbell, children's author and comedian, visited both Beacon Federation schools—Dickleburgh Primary and Garboldisham Primary—in the week before Easter to read to the children and carry out workshops.

As the photos show, the children thought he and his books were hilarious; he ran out of books to sell afterwards!

The schools also got a full signed set of his books for each of the school libraries. He has already been signed up for next year!



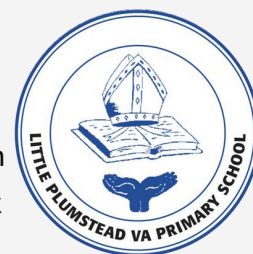
## Good News Stories contd

We are delighted to announce that the DfE have approved the conversion of Acle St Edmund CE Primary School and Little Plumstead CE Primary School to join St Benet's MAT on 1 Sept 2023.

Prior to this, Norfolk County Council approached Acle's LGB to ask them to provide leadership support to Little Plumstead through an interim Executive Headteacher arrangement, commencing on 1 June. This

means that Acle's Headteacher, Rebecca Clarke, will be overseeing both schools from this date with support from Rachael Holmes as Head of School at Little Plumstead.

St Benet's Central Team have been supporting both schools through the DfE's Trust School Improvement Offer and will continue to work closely with them in the run-up to their conversion in the autumn.



\*\*\*\*\*

### May is...



- Deaf Awareness Week—May 1-7
- World Asthma Day—May 2
- King Charles III Coronation—May 6
- Christian Aid Week—May 14-20
- Mental Health Awareness Week—May 15-21
- Walk to School Week—May 16-20

28 April 2023 (Issue 49)

## Prayer for the Day

The Church of England have an app called Time to Pray, which releases a new prayer twice a day as a short podcast for you to listen to. Today's prayer can be heard [here](#).



## Reminders

### Central Team Location

The Diocese of Norwich Education Team (St Benet's, DNEAT and DoNESC) are based at **Orchard House, Hall Lane, East Tuddenham, Norfolk NR20 3LR**. This is also now the registered address for St Benet's MAT.

The central phone number for St Benet's is **01603 550147**.



### Press & PR

Our PR Officer, **Kate Morfoot**, should be your first point of contact for any press/media enquiries or if you have any good news stories from your academy which you would like to publicise. Her contact details are: **07803 590 728** (inc out of hours) and [press@stbenets.org](mailto:press@stbenets.org).

### Footprints & Schools Flyer

Footprints magazine and the Schools Flyer are circulated to all Diocesan schools. The latest editions can be read [here](#). Future themes will be: June—Nursery and Early Years Provision.

If you would like your school to be featured in Footprints please contact Holly Davy, PA to the Diocesan Director of Education, at [holly.davy@dioceseofnorwich.org](mailto:holly.davy@dioceseofnorwich.org).

## Vacancies

For vacancies at St Benet's MAT please visit: [www.stbenets.org](http://www.stbenets.org).

Please email your vacancies to: [robyn.redman@donesc.org](mailto:robyn.redman@donesc.org).

28 April 2023 (Issue 49)

## Operational Updates-1

### Safeguarding



We are delighted to introduce our new permanent **Head of Safeguarding, Louise Veeren**. Louise is employed by DoNESC but reports in to the two Diocesan MAT CEOs, Richard Cranmer and Oliver Burwood. We've asked Louise to introduce herself to St Benet's staff:

*I would like to introduce myself as the new Head of Safeguarding and I am very much looking forward to working with you and supporting you. I will be a regular feature in B-Comms, providing information to help keep safeguarding at the forefront of everyone's mind.*

*I trained as a teacher in 2005 and followed this by teaching dance and performing arts in two schools in south London. My second school was an all through academy for ages 3-16, therefore I was able to have the experience of teaching across key stages 1-4. Whilst at Globe Academy I developed a passion for pastoral care and became Head of Year and then Assistant Headteacher.*

*I moved back to Norwich in 2012 to take up a post at Thorpe St Andrew School and Sixth Form where I have been for the past eleven years. I worked as Senior Designated Safeguarding Lead at TSAS, leading a team of 12 DSL's whilst also continuing to teach performing arts and PSHE. I absolutely loved this role and feel passionate about developing a culture where children are and feel safe.*

*I am now really excited to continue this work across St Benet's. I look forward to working with you on the safeguarding audits and compliance work. In the new academic year, I will be setting up DSL Networks to give us an opportunity to work together and share best practice across the Trust.*

*In addition to this, I am here to provide support for any questions and queries around safeguarding that you may have, so if you feel a second opinion is required or if you feel a case that you are working on has become stuck and you would like to review it in order to gain a different perspective, then please contact me. In my experience, talking things through with someone who is not directly connected to the case is invaluable, so I encourage you to do this.*

**Louise can be contacted on:**

**Email:** [louise.veeren@donesc.org](mailto:louise.veeren@donesc.org)

**Tel:** 01603 550151

### Safeguarding

- Never think you have done enough in creating a safer culture
- Always believe it could happen here
- Keep safeguarding high on everyone's agenda
- Never rely on one process to keep children safe



## Operational Updates-2

### Safeguarding Update from Louise



#### Online Safety

This week I would like to draw your attention to the site 'Omegle'.

Omegle is a website that pairs random strangers for live text or video chats. It's slogan is 'talk to strangers'. Omegle markets itself as a great way to meet new friends, however it has been known to feature pornography and inappropriate content within chats so it is important that parents are aware of the risks associated with the site. There is an option for an adult (18+) content and a section for people aged 13+ with parental consent.

National Online Safety provides some great free information guides that can be sent to parents, not only on Omegle but on other aspects of e-safety:

<https://nationalonlinesafety.com/guides/omegle>

<https://nationalonlinesafety.com/guides>

#### Prevent

Prevent is covered within the safeguarding policy and also within your whole school annual training. However, there is also further online training which is particularly useful at DSL level.

There are three courses, the first one aimed at everyone. It wouldn't be necessary to send this out to all staff as the content is covered in the annual training unless you feel there is a particular need in your school. However, the second and third courses aimed at DSL's are very useful as a reminder of how and when to refer to Prevent and information around Channel. If as DSL you do complete this, unfortunately you have to complete part one to get to two and three. At the end there are downloadable certificates you can use as evidence of additional training. It takes between 30-60 minutes to complete each training.

<https://www.support-people-vulnerable-to-radicalisation.service.gov.uk/portal>

\*\*\*\*\*

#### Increase in Scabies Cases

We have been made aware that cases of Scabies are on the rise in Norfolk, especially in schools. Although this is not on the same scale as Covid or Strep-A we feel it is appropriate to share guidance with our academies via the links below. As always, our stance should be to follow NHS and CDC Guidance.

Any confirmed cases should not return to their school for at least 24 hours after the first treatment.

<https://www.cdc.gov/parasites/scabies/index.html>

<https://www.nhs.uk/conditions/scabies/>

You may wish to share these links with parents over the next week, citing the rise in cases across the country as the reason for sharing.

28 April 2023 (Issue 49)

## Operational Updates-3

### Governance

**Message from Hannah Monk, Head of Governance, DoNESC:** *Thank you to the school office teams who have contacted me about the charges for Governor DBS checks. I understand that there is a new charge of a £14 administration fee for Governor DBS checks through the new intermediary service. I have double-checked on the charge with the new provider and there is no was around it at the moment, but I will keep advocating on your behalf. In the meantime, please double check that only the volunteer rate of £14 is applied to your governor's DBS checks.*

*For the rest of this school year the cost will need to go to the academies but from September, I will take it into my section of the Trust's costs for all appointment and reappointment DBS checks for governors. From September, please process the DBS as usual and then send the invoice to the governance team to arrange payment. Don't worry if your invoice groups together staff and governors, we can separate the governance costs out at this end while you carry on with the staff costs at your end.*

*There will be a follow-up message in early September as a reminder. If you have any queries, please don't hesitate to contact me at [hannah.monk@donesc.org](mailto:hannah.monk@donesc.org) or 01603 550163.*

### Governance Diversity Information

Last week the DfE added the publication of diversity data for "trust boards... and any local committees" to the information that Academies, Free Schools and Colleges should publish online. The Confederation of School Trusts (CST) has responded with legal advice regarding avoiding the identification of individuals.

We have this data collated for St Benet's MAT and we have been able to publish the following statements on the Trust website to comply with the new requirement. This means that the Trust and all the schools are now compliant and there is no further action needed.

#### Age

31 – 45 : 45 %

46 – 60 : 29%

61 and over : 16%

#### Gender

Female : 56%

Male : 43%

#### Religion or Belief

Christian : 58%

Other faiths : 6%

No religion or belief : 19.5%

Prefer not to say : 17%

We also collect data on ethnicity, disability and sexual orientation but have chosen not to publish data in these areas at present.

Thank you to all governors and trustees who provided this information at the point of application; your openness has enabled St Benet's MAT to respond to this requirement very quickly.

The latest Governance Bulletin can be read here: [Governance Bulletin - 19 April 2023](#)

28 April 2023 (Issue 49)

## Operational Updates-4

### Zero Carbon Schools Taster Session for School Leaders

Green Schools Project are holding a free online session for school leaders on Thursday 15 June at 11.00-12.00 to find out more about how to implement climate education in a way that empowers their pupils to take action.

All of society needs to go zero carbon in the coming years. This includes the education sector and schools, presenting a huge learning opportunity for pupils and a chance for them to develop the knowledge and skills that they need to help drive the transition.

This taster session for Green Schools Project's Zero Carbon Schools Programme will enable you to learn more about:

- The importance of climate education and how it can be implemented in schools
- How and where to start with carbon emissions reductions in schools.
- How this fits with The Department for Education's Sustainability and Climate Change Strategy
- The Zero Carbon Schools programme and how you can get involved
- Where to look for more support from other organisations

Watch this clip from the [ITV London news](#) to get a glimpse of what the programme involves.

To book your place click [here](#).



28 April 2023 (Issue 49)

## HR Update from DoNESC-1

### How to contact HR

Please remember to put all new HR generic questions on the Help Desk.

Payroll and pension queries: [payroll@donesc.org](mailto:payroll@donesc.org). Jayne Stainer is your Payroll and Pensions Administrator.

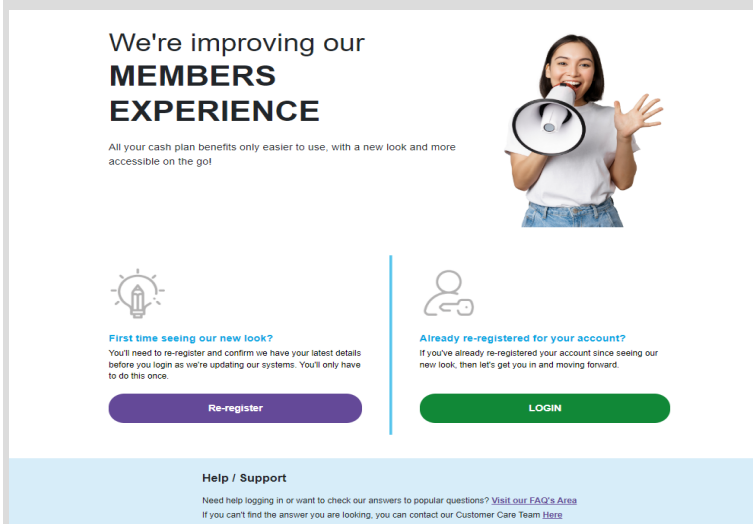
Contract queries: [hr@donesc.org](mailto:hr@donesc.org)

GDPR queries: [GDPR-HR@donesc.org](mailto:GDPR-HR@donesc.org)

EduPay Customer Services: 01138 800 999

### Health Shield

The portal (Members' Area) that employees use to access their health cash plan will look a bit different from Tuesday 25 April.



We're improving our  
**MEMBERS  
EXPERIENCE**

All your cash plan benefits only easier to use, with a new look and more accessible on the go!

**First time seeing our new look?**  
You'll need to re-register and confirm we have your latest details before you login as we're updating our systems. You'll only have to do this once.

**Re-register**

**Already re-registered for your account?**  
If you've already re-registered your account since seeing our new look, then let's get you in and moving forward.

**LOGIN**

**Help / Support**  
Need help logging in or want to check our answers to popular questions? Visit our [FAQ's Area](#)  
If you can't find the answer you are looking, you can contact our Customer Care Team [Here](#)

### What they need to do:

When employees first login, they'll need to re-register using their member number (this can usually be found on any correspondence from Health Shield) and their date of birth.

Once they've re-registered, they can login and use the new look portal. From here they have the option to download Breeze, the digital health app, and have access to wellbeing services on the go.

### What does this mean for employees?

- Easier access to their Cash Plan benefits via the Breeze app
- Ability to submit a claim via Breeze



## HR Update from DoNESC-2

### Strike Days

Please remember to call the Duty Line if you have any urgent HR queries on strike days.

### SAMpeople

We have listened to feedback and can confirm that we are no longer proceeding with SAMpeople as a separate HR system. Instead, we will be using the Orovia HR modules. This means in one system you will have all your payroll and HR needs.

We are planning a gradual and phased roll out of the HR modules, supported by full training. We will be in contact regarding this in the future.

### Apprenticeships

We have also listened to you all regarding Apprenticeships. In an effort to ensure all academies can access the apprenticeships, please note the following change.

Academies now have the option of either:

Offering the Government agreed Apprenticeship hourly rate of £5.28 or offering The National Living Wage/age related National Minimum Wage:

- National Living Wage for over-23s: £10.42 an hour
- National Minimum Wage for those aged 21-22: £10.18
- National Minimum Wage for 18 to 20-year-olds: £7.49
- National Minimum Wage for under-18s: £5.28

Therefore, you can now offer the Government Apprenticeship rate of £5.28, or an enhanced rate.

If you would like to discuss the potential impact of offering which rate, please make contact with your HR Officer.

28 April 2023 (Issue 49)

## Training/CPD Calendars

Each Headteacher in the Trust has been issued with a central calendar of training/CPD events for 2022-23. Events for the coming half-term are captured below as a helpful reminder:

### St Benet's SOUTH (SBS)

W/C	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
01.05.23	BANK HOLIDAY	<del>Senior Leaders Network</del> CANCELLED	Newton Flotman ARM; AwD Intent CRE	St Mary's Junior ARM	T&M ARM
08.05.23	BANK HOLIDAY				SENDCo Network at St Mary's Junior (13.00-17.00)
15.05.23		Sancroft Intent CRE	Sancroft Intent CRE		
22.05.23		Trust Review Day (for Central Team only)	St Mary's Junior Intent CRE	Maths Subject Leaders at Garboldisham Primary IP22 2SE (13.00-17.00)	

### St Benet's NORTH (SBN)

W/C	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
01.05.23	BANK HOLIDAY	<del>Senior Leaders Network</del> CANCELLED			
08.05.23	BANK HOLIDAY				
15.05.23		SENDCo Network at Acle Primary (13.00-17.00)	Leaders Forum for HTs at Orchard House (09.30-12.30)		
22.05.23	Maths Subject Leader Network at Little Plumstead			Worstead Primary CRE	

28 April 2023 (Issue 49)

## And finally...

## Eastern Daily Press

The Eastern Daily Press has launched its first ever **Education Awards**. This is a really exciting opportunity to get involved and nominate your school and individuals that deserve recognition.

Categories include:

- Early Years School of the Year
- Primary School of the Year
- Secondary School of the Year
- Teacher of the Year
- Student of the Year
- Teaching Assistant or Support Staff of the Year
- Outstanding Support for Students
- Outstanding Commitment to STEM
- Outstanding Commitment to Sports
- Outstanding Commitment to SEND
- Overall Dedication Hero of the Year

To enter, click [here](#)

The deadline is Sunday 11 June 2023. Please share this among your colleagues, governors and friends of the school. If you are looking to nominate or need a hand with proofreading, Kate Morfoot from Jungle PR will help: [press@stbenets.org](mailto:press@stbenets.org).

