

Beacon Federation Pupils Mark Remembrance Day

Pupils at Dickleburgh Primary and Garboldisham Primary Academies attended Remembrance Day services last Friday.

Led by their local Vicars—Revd Simon from Garboldisham and Revd Carl from Dickleburgh—they read and played The Last Post on their trumpets.



REMEMBRANCE DAY
Left We Forget



B-Comms is the fortnightly newsletter for Church of England schools who are Members or Approved Members of St Benet's Multi Academy Trust:

Acle Primary, Alburgh with Denton Primary, Dickleburgh Primary & Pre-school, Diss Junior Academy, Diss Infant Academy & Nursery, Garboldisham Primary, Harleston Sancroft Academy, Little Plumstead Primary, Morley Primary, Newton Flotman Primary, Scole Primary, St Mary's Junior and Tacolnестon Primary.

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

Alburgh with Denton Primary Supports Waveney Foodbank

Each term, Alburgh with Denton Primary Academy supports a chosen charity. This term they decided to extend the collections received at their Harvest Festival Service and continue collecting for the Waveney Foodbank.

The school council representatives travelled to the Eye depot on Monday 13th November to drop off an additional 32kg of food, which equals 40 meals. The children had a tour of the foodbank and learned all about the process of receiving donations, sorting and packing.

They discovered it wasn't just food that was collected but also cleaning equipment, toiletries and animal food. They were astounded to hear that in recent years the foodbank has gone from supporting approximately 1,000 people to around 12,000 people every year.

To find out more about the foodbank and how our schools can support them, please take a look at their website: <https://waveney.foodbank.org.uk/>



Governance Update

Governance support both centrally and across all Trust schools is provided by DoNESC's Governance Team, led by Head of Governance Hannah Monk (centre) and with support from Tara Burrows, St Benet's Governance Officer (right) and Dawn Knights, DNEAT Governance Officer and Training Facilitator (left).



St Benet's Updated Policies

The following policies have recently been approved by the St Benet's Board and Executive Team, editable versions have been sent to academy Headteachers and offices and are now available on the Resource Hub area of the Trust website.

Please ensure that these policies are personalised for your academy, uploaded to your website (where required), and noted at the next LGC meeting. Please also ensure that all staff are given a copy/made aware of the updated policies.

- S14 Pay Policy
- HR25 Secure handling of information provided by the Disclosure and Barring Service (DBS)
(*New Policy*)

For Headteachers and Governors, a reminder of the Policies Process was included in the [14 November 2023 Governance Bulletin](#).



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. Today's prayer can be heard [here](#).



Trust Information

Central Team Contact Details

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



Footprints & Schools Flyer

Footprints magazine and the Schools Flyer are circulated to all Diocesan schools. The latest editions can be read [here](#).

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.

Vacancies

For vacancies at St Benet's MAT please visit: www.stbenets.org. Please email your vacancies to: robyn.redman@donesc.org.



Operational Updates from DoNESC

DoNESC (Diocese of Norwich Education Services Company) provide St Benet's with back office services including HR, Finance, Payroll, Governance and Estates.

NEW DoNESC Help Desk

Many of you have already used the new DoNESC Help Desk to log queries relating to HR, Payroll, Governance, Estates and Finance. There is also an 'Other' option if your query doesn't fall into one of these categories.

A User Guide has been uploaded to the 'DoNESC Central Information' section of the Resource Hub on the St Benet's website; your school office will have a login for the website (or contact suzannah.kay@stbenets.org).

If you have any queries about the Help Desk please contact Wendy Allsop at: wendy.allsop@donesc.org who will be happy to help.



BT Open Reach Visits Ahead of Broadband Installations

As we move forward with our broadband installations with Rydal (ahead of NCC ending their service early next year) BT Open Reach will be visiting all schools to install the new lines. This will not affect any connectivity.

Although Rydal will do their best to give you an idea of when site visits will be happening, BT Open Reach are not able to commit 100% and the proposed times are not guaranteed.

When you hear from/have a visit from BT please can you call Rydal on 03333 582 338 and ask for either Nikki or Lucy in the first instance (if they are not available another member of the team will be able to help).

If you have any questions please contact Wendy Allsop at wendy.allsop@donesc.org or 01603 550161.

iAM Compliant Training Messages

Staff may have received some unexpected notifications from iAMCompliant re: iAM Learning training deadlines. These have gone out to all central MAT/MAT school users.

We have been advised that iAM were undergoing an upgrade to their Learning Management System, which triggered email notifications for certain activities including course refreshers and deadlines. **These messages can be ignored.**

We have requested with iAM that these notifications and emails be disabled so we can continue to manage and monitor the frequency of iAM training courses.

Safeguarding Update

From Louise Veeren, Head of Safeguarding



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

A reminder that the Local Authority has some excellent bystander information training that is available to book which is well worth attending that explores sexualised language and its link to that and sexual violence. Bookable on the training and events pages at the LA: <https://s4s.norfolk.gov.uk/Training>

Roll-out of CPOMS

As you are aware, we are now in the process of rolling out CPOMS across St Benet's. Any questions and queries around this please contact Louise.

SCR

The Trust now has a template single central record which schools are moving across to. The best way forward with this is to book a time for Louise to attend your school, check the SCR and provide some training on the new template. Please contact Louise to arrange a time.

IAMCompliant

There are various useful staff training sessions on IAMCompliant. There is a suite of different training sessions that are very useful you could direct to staff linked to your own contextual safeguarding.

Volunteer Safeguarding Training

A volunteer training slide package has been created for you to deliver to new mid-year volunteers. If you would like a copy of this contact Louise.

NEW Staff Wellbeing Service Launched

We are delighted to announce that the Trust has agreed a new employee wellbeing support service for all St Benet's staff. Employee access to Spectrum Life will start from Monday 20th November. Details of the Employee Assistance Programme are listed below.



spectrum
.life

Employee Assistance Programme

Your Employee Assistance Programme is a free, confidential counselling and wellbeing support service that provides in-the-moment support to you. There are multiple access points to a dedicated Case Manager so we can respond to your needs at any time:

- FREEPHONE** (24/7)
- LIVE CHAT**
- WHATSAPP AND TEXT**
- ONLINE PORTAL**

Available 24/7, 365 days a year.

We support across a uniquely wide range of areas including:

- LGBTQ+
- Gender issues
- Depression, anxiety, & stress
- Grief & bereavement
- Addictions
- Relationship & marital problems
- Work stress
- Work-life balance
- Workplace conflict
- Retirement
- Financial Advice
- Legal Information
- Consumer Advice
- Parenting Coaching
- Mediation
- Career Guidance
- Life Coaching
- Health Advice

UK Freephone
0808 196 2016

SMS and WhatsApp:
Text 'hi' to +44 77 0018 5685

Online Platform:
app.spectrum.life/login

The details for the online platform (which is accessible from both laptops and mobile phones) is: <https://donesc.spectrum.life/login?org=DoNESC>

On the home page you will be asked to enter your name and email address, create a password and choose who you work for from a drop-down menu (you will need to choose St Benet's) and this will then take you through to the welcome page where you can access information about the Employee Assistance Programme, as well as fitness, nutrition and many articles, videos and audios around wellbeing.

We will be sharing more of the information that you can access on the Spectrum Life app over the coming months, including posters for staff rooms. If you have any problems registering, please contact wendy.allso@donesc.org