



— Diocese of —  
**Hereford**  
Proclaiming Christ ✦ Growing Disciples

**EDUCATION PARTNERSHIP  
AGREEMENT  
For Schools & Academies**

**Academic Year**

**2021/2022**

**SEPTEMBER 2021 - AUGUST 2022**



Inspiring *each* Generation

## Foreword from the Bishop of Hereford, The Right Reverend Richard Jackson

Dear Colleagues

Firstly, I hope you have had some rest and recuperation over the summer break.

I wrote to you last year saying that the post-covid era seems a long way off. Now it feels more likely that we are learning to live *with* Covid as opposed to waiting for it to go away.

The challenges facing education in the last two academic years have been huge and many complexities remain as the new year begins.

The 78 Church of England schools in our diocese are part of an extended family, responsible for well over 12000 children and young people. Our governance structure, as in every diocese, includes a Diocesan Board of Education. The legal powers of the DBE have been revised in statute in recent months and our board will be reconstituted in the months ahead. Later this term, we will be seeking new members from across the diocese to serve on the new Board of Education.

It remains a key role of our Board of Education and its officers, to guide and support our schools through the complex web of legal obligations, procedures, processes and responsibilities. We do this to ensure that our network of Church of England schools with their vibrant and deeply Christian ethos, remain at the heart of their local communities for generations to come. Many of our Church of England schools are now well over 150 years old. As their custodians in this generation, it falls to us to ensure our schools remain in good health, until we pass this responsibility on to the next generation of school leaders and governors. We do this in the context of an ever-changing education system, which has been terribly disrupted for a significant length of time.

In delivering the Church of England's Vision for Education, we are concerned that every child in our diocese, receives an excellent education, allowing them to flourish and to live a life in all its fullness. We are keen to support and strengthen our education system in order to achieve this vision. As our education system continues to evolve, we are keen to play our part in building the best education system possible with the resources available to us.

We realise how limited and precious education funding has become, which is why we are sustaining the efficient partnership agreement model we put in place last September. It remains our expectation that every Church of England school and academy in the Diocese of Hereford will join the partnership and fully engage with the professional guidance, support and training we deliver. Our capacity to help and support any school that experiences acute difficulty is much greater when we all work together as one family.

Once again, my sincere thanks to you and your staff teams for the hard work and dedication to our children and young people in this diocese during these challenging times.

With prayers and best wishes for the new school year.



**The Rt. Revd Richard Jackson**

Bishop of Hereford

Chair of Diocesan Board of Education

## Welcome to the Education Team Partnership Agreement 2021/2022 from the Diocesan Director of Education: Andrew Teale

We are pleased to present the Education Partnership Agreement for September 2021 to August 2022. Drawing on the success of last year's subscription package we are offering a similarly generous package to ensure excellent value for money and with the aim that church schools are well placed to live out the values required in educating for 'life in all its fullness'.

Our Aims for the Education Partnership Agreement:

- to promote excellence and distinctiveness within our family of church schools, academies and the wider community.
- to be affordable and accessible.
- to be flexible and responsive to the changing needs of our diocesan family of schools.
- to support the process of academy conversion.
- to work in partnership with schools, academies and other agencies to affect school improvement.
- to provide leadership advice, guidance and support.

As a diocesan team, we are keen to provide an efficient and relevant service, which adds value to the work undertaken in schools/academies to improve the life chances of the children and young people in our care. This document sets out some of the ways in which we can offer you support through our core provision, Education Partnership Agreement subscription service and through a pay as you go route. These services remain similar to last year, however please remember you can shape this to meet your current needs, as we offer a personalised and bespoke programme (utilising your hours), when you subscribe to the Partnership Agreement. We acknowledge the changed circumstances and challenges being faced in schools/academies and are keen to serve you in the most appropriate way. We are able to offer school visits and virtual support. By subscribing to our Education Partnership, you are securing additional support for your own school/academy and are supporting our family of church schools, enabling us to reach out and offer additional care, support and guidance in times of vulnerability or crisis.

In addition to the Core Services, the Diocesan Education Partnership Agreement extends and deepens the support available, in summary will include:

- unlimited delegate places for a wide range of RE, Collective Worship and church school ethos development sessions on offer in the 2021-2022 Training Schedule
- Significantly reduced training costs for all training courses on offer in the 2021-2022 Training Schedule
- 5 hours of bespoke training and development support
- Inclusion in the Senior Leaders' Peer Support Network
- free access to RE and Collective Worship resources
- Comprehensive property and estate management support
- Support services for Governing Bodies



**Canon Andrew Teale**  
BSc(Hons) PGCE NLE  
Diocesan Director of Education



## Your Diocesan Education Team

General contact details:

Telephone: 07539 372748 or 07983 298340

Email: [education@hereford.anglican.org](mailto:education@hereford.anglican.org)

|                 |   |
|-----------------|---|
| Andrew Teale    | Diocesan Director of Education            |
| Sian Lines      | Diocesan Deputy Director of Education     |
| Mark Harrington | Education Development Officer             |
| Toni Enefer     | Business & Governance Officer             |
| Vacancy         | School Estates & Property Support Officer |
| Vacancy         | Academy & Admissions Support Officer      |

Website: <https://www.hereford.anglican.org/>



Twitter: [@hdioceseschools](https://twitter.com/hdioceseschools)

## You can sign up to the Education Partnership Agreement below:

- Single School - [click here](#) to sign up to the Partnership Agreement
- Federation/Multi Academy Trust - [click here](#) to sign up to the Partnership Agreement



## Entitlement for all Church Schools & Academies (CORE Services)

Following the success of The Hereford Diocesan Board of Education virtual offer which commenced because of the pandemic and lockdown in 2020 we are pleased to continue this way of providing support going forward. It has been very successful and efficient and it has certainly helped with our Carbon footprint. Therefore, the majority of support will be delivered virtually.

We will provide the following core services at no charge to church schools and academies irrespective of membership of the Education Partnership Agreement with the Diocesan Board of Education

This support is paid for by the diocese and includes all statutory services detailed throughout this booklet and the following services are gifted as a minimum to **ALL CHURCH SCHOOLS AND ACADEMIES**:

### Church School Distinctiveness

Providing initial advice to support compliance and statutory responsibilities

- ✓ Provision of SIAMS inspector Updates in Education Law relating to RE and Collective Worship
- ✓ Attendance of a Diocesan Board of Education representative (whenever possible) at SIAMS inspection feedback meeting
- ✓ Desktop review of your SIAMS Self Evaluation using the two page SIAMS Self Evaluation Form from our website, with brief written feedback.
- ✓ Initial telephone, email advice and online support on relevant issues

### Leadership & Management

- ✓ Initial telephone and email advice and support as required\*\*
- ✓ Weekly information from the Education Team via the publication of the E-bulletin and access to information on the Diocesan website
- ✓ Free attendance at Termly Leadership briefings *for Senior Leaders and Governors*
- ✓ Free place at the Headteacher Annual Conference for Headteachers
- ✓ Officer Attendance at up to two meetings when considering academy conversion and entering a Multi-Academy Trust initial school re-organisation advice and support (academies, federations etc.)
- ✓ Professional support for the recruitment of all Headteacher posts including recruitment information pack and planning visit with the Governing Board from a member of the Education Team. Attendance\* at a day of interviews to support the appointment of a Headteacher/Head of School\*. Attendance\* and support through Headteacher appointment processes (interviews and preparation meetings) and an initial meeting to newly appointed Headteachers.  
*\*Subject to appropriate consultation and agreement of dates with the Diocese*
- ✓ Training & Induction (Four remote sessions) and support for newly appointed Headteachers to Church Schools
- ✓ Officer Attendance at Ofsted and/or HMI feedback meetings *\*subject to availability*
- ✓ Liaise with Local Authorities, the DfE, ESFA, Church of England and other relevant bodies when church schools/academies are in OfSTED category
- ✓ Initial pastoral support, including times of crisis\*\*
- ✓ Act as a mediator or critical friend in areas of conflict or concern



## **Governors and Governance**

- ✓ Advice on Instruments of Government and constitution and membership of Governing Boards
- ✓ Advice on Articles of Association for Academy Trusts
- ✓ Guidance and administration for appointment of Foundation Governors as prescribed in the school's Instrument of Government
- ✓ Annual Governance Audit Report – desktop analysis of school's published governance data
- ✓ Liaison with LAs, governors and clerks on the Instrument of Government (maintained schools)
- ✓ Clerks' advice to support compliance with statutory responsibilities
- ✓ Supporting schools on responding to legislation and government initiatives
- ✓ Training for Governors and Directors/Trustees on what it means to be a Governor/Director in a church school
- ✓ Places for any Governor of a C of E school at the Governors' Annual Conference
- ✓ Policies and Guidance on governors, particularly Foundation Governors

## **Training and Development**

- ✓ Access to virtual courses/training/conferences offered in the Education Training Schedule 2021/2022
- ✓ Annual Year 6 Leavers' Events

## **Admissions**

- ✓ Routine email exchange connected with the DBE admissions consultation process, including scrutiny of your admissions policy and guidance to ensure compliance with the School Admissions Code
- ✓ Representation of Own Admissions Authorities at Admissions Forums by a DBE Officer
- ✓ Initial advice and support to governing bodies and Headteacher on admissions
- ✓ Updates on the law relating to appeals
- ✓ Information bulletins and updates to changes in the Codes of Admissions and Appeals
- ✓ Response to the Local Government Ombudsman
- ✓ Advice to schools on matters where there is a statutory requirement to do so

## **Property (Estate Management) and Trust Deed Issues**

- ✓ Initial contact and support for legal matters and officer time in respect of trust / property issues
- ✓ Initial telephone/email advice regarding property/buildings\*\*
- ✓ Initial guidance on sources of funding available for buildings projects
- ✓ Capital programs and work with maintained schools to participate in the relevant programmes
- ✓ DBE consent on behalf of Trustees to building projects and to the ESFA for CDC2.
- ✓ LBCT Authorisation for Academy Trusts
- ✓ Working with Local Authorities and SALIX to achieve the Carbon Zero targets for schools

\*\*continuing support will be chargeable or count against entitlement hours.



## Schools, Academies and Federations subscribing to the [Education Partnership Agreement](#) will be also entitled to the following:

### ✓ **\*NEW\*** Inclusion of Peer Support Network (PSN)

Our Peer Support Network proved itself so invaluable to the participants and their schools and academies during 2020/21, we have included it within this year's Partnership Agreement at no extra cost.

#### **What is a Peer Support Network?**

It is a local network of church school leaders who meet together for **in-depth discussions about school leadership**, with a group of peers. The aim being to build a **collaborative learning** environment with excellent opportunities for sharing good practice, providing peer to peer feedback, self-reflection and building lasting professional relationships to enable both themselves and their schools to flourish.

#### **How does it run?**

This year will be a series of five online sessions each lasting 1.5 hours and will be run from 4:00-5:30pm. The Education Team will facilitate these sessions with a Church of England Foundation Education Leadership (CEFEL) for the two of the five sessions.

This year's focus will be on developing **Well-being and Resilience** as a response to the challenges of the past two years, where we will use the excellent resources from CEFEL to explore:

- Caring for your own wellbeing as a leader, to ensure a positive impact on both own life and on others
- How do you support the wellbeing and mental health of: staff, pupils, parents, wider school community?
- What are the factors, which affect your ability to sustain leadership in the long-term?
- How can you ensure the wellbeing of all is embedded in the heart of school life?

**Who is it for?** The PSN is suitable for all school leaders at either primary or secondary schools and academies. Whether you are an Executive Head, a Headteacher, Head of school, Senior or Middle leader this network is for your professional development.

***'That's the value of networking - being able to look outside your own organisation for ideas and challenge.'***

***'[You] get back to what is important... reminded of the bigger picture...'  
It's 'an oasis for reflection.'***

#### **Other support included to Partnership Schools:**

- ✓ Weekly Collective Worship Video
- ✓ Additional RE and Worship resources will be available to partnership schools via a secure link



## Schools and Academies can fulfil their entitlement of 5 hours support from the following options:

### These are the areas you can select to use your allowance of 5 hours from in the academic year 2021/22:

#### Religious Education (RE), Collective Worship (CW) & SIAMS

- ✓ SIAMS 1.5hr online consultation if you have an inspection within 2 years to include the NEW Hereford Diocese Toolkit review for Church School self-evaluation
- ✓ All of the training and development detailed in the 2021-22 Training Schedule is available on a bespoke in-school basis
- ✓ Provide advice for school policy documents reflecting a distinctive Christian ethos e.g. SRE
- ✓ RE curriculum design support
- ✓ Education law relating to RE & CW (including rights of withdrawal)
- ✓ Links with examples of best practice across the Diocesan Family of schools
- ✓ Member of Education Team leading bespoke virtual collective worship for your school
- ✓ 'Understanding Christianity (RE resource) training for your school
- ✓ RE subject audit
- ✓ Collective Worship and Spirituality review
- ✓ Website Review for SIAMS (off site)

#### Training and Development Support

- ✓ Delegate places offered within the Training Schedule 2021/22 are either free (inclusive to Partnership Schools) or offered at a reduced fee

#### Leadership and Management

- ✓ A diocesan partnership meeting – an annual virtual meeting with members of the Education Team to discuss aspects of your school or academy
- ✓ For Headteacher recruitment: (in addition to the core offer)
  - Drawing up appropriate advertisements, job and person specifications and appropriate interview tasks and questions
  - Provision of sample documents for a recruitment pack
  - Training and supporting governors who will form a recruitment panel
  - Professional debriefing of candidates

#### Property (Estate Management) and Trust Deed Issues

##### **Academies only:**

- ✓ Reviewing and providing Trustee consent: for Condition Improvement Bids and CDC2 Surveys to ESFA for each scheme submitted for any building/capital work undertaken on the Trustees Land & Buildings

##### **Voluntary Aided & Voluntary Controlled:**

- ✓ Reviewing and providing Trustee consent for any capital works
- ✓ Advise governors/directors of their responsibilities in the development of premises onsite support
- ✓ Access to Diocesan appointed Principal Designers
- ✓ On-site visits (and virtual meetings) with principal designer/contractors/ governors
- ✓ Access to Property Governor virtual forums supporting School estate support and management
- ✓ Advice and guidance on following the ESFA Good Estate Management (GEMS)
- ✓ Advice and access to workshops on Carbon reduction





- ✓ Academy conversion relating to Trustee Land and Buildings (as per set fee in DBE Academies Policy 2021)
- ✓ Advice on energy efficiency, to reduce carbon emissions and lower energy bills

***Please note all Voluntary Aided schools who have School Condition Allocation (SCA) project will pay a 2% fee – to max of £1000 (based on total cost of scheme this is not inclusive in Partnership Offer 2021/22). This is subject to VAT.***

#### **Governance and Admissions**

- ✓ Legal matters in relation to governors' and trustee/directors' responsibilities
- ✓ Head Teacher/Governor relationships
- ✓ Attendance of a DBE representative at up to one online Governing Board/Academy Trust meeting per year
- ✓ Academy Trust Articles of Association and the new church model articles
- ✓ Conversion to academy status – more detailed work
- ✓ Production of a model admissions policy for adoption if required
- ✓ Legal opinion on your admissions policy
- ✓ Liaison with Local Authority Admissions teams, the DFE and OSA as required
- ✓ Strategic responses to changing admission needs

*We will aim to provide the above support remotely; however, there may be times where face to face support is requested. Please note the minimum hours allocated for face to face sessions will be 2 hours.*



When schools or academies are working in Federations or Multi Academy Trusts, where possible, we will seek to conduct any training and support across the included schools. Please be proactive in booking training/support hours and agreeing a focus that meets your school's needs. Partnership Schools can purchase additional hours at a cost of £75.00 per hour (virtual) or £100 per hour (on site / face-to-face).

## Partnership & Training Fees for Academic Year 2021/2022

In addition to the Entitlement to all Schools & Academies (Core Services) on pages 4 and 5, schools have the option to buy a additional services, as listed on page 10 or buy the annual Education Partnership Agreement.

### Partnership Schools and Academies will receive annually:

- **Access to all training courses** as set out in the Training Events Programme
- **Access to the Peer Support Network (PSN)**
- In addition, **schools are entitled up to 5 hours of support**, offered in a variety of categories detailed on pages 7 & 8 of this document.
- **Weekly** Collective Worship Video
- **Additional** RE and Worship resources

### Fees to Schools and Academies:

| NOR (as at October 2020 census)  | All Partner Schools/Academies<br>£    |
|--|---------------------------------------|
| 0-100  | 500.00                                |
| 101-200  | 750.00                                |
| >201   | 1000.00                               |
| <b>Federations and Multi Academy Trusts:</b><br><br>Please calculate the cost for each school within the federation and then apply a discount of 25% to the Total  |                                       |
| <b>FOR ALL VOLUNTARY AIDED SCHOOLS – School Condition Allocation (CAPITAL) projects</b><br>Management fee for School Condition Allocation (SCA) projects for all VA schools (all payments and grants will be administered through the Diocesan Board of Finance not in the school) | 2% of total project cost (max £1,000) |

Single School - [click here](#) to sign up to the Partnership Agreement

Federation/Multi Academy Trust - [click here](#) to sign up to the Partnership Agreement

VAT at 20% is applicable to the Education Partnership Agreement and all services.



## Charges for Pay as You Use Services for schools/academies who are not part of the Education Partnership Agreement (or have used their allocation of hours) for 2021/2022

By agreement, there will be opportunities to purchase additional hours, which will be charged as follows:

|   |   |
|---|---|
| <ul style="list-style-type: none"> <li>Bespoke consultancy for RE, Collective Worship, SIAMS and Governance, Good Estate Management, Admissions</li> <li>Mentoring Support for new Headteacher</li> <li>Data analysis to support school development</li> <li>Support to develop Christian Character of a church school</li> </ul> | <p>Virtual support @£75.00 per hour</p> <p>Face-to-Face support @ £100.00 per hour</p>                |
| <ul style="list-style-type: none"> <li>Academies: Reviewing and providing Trustee consent: <ul style="list-style-type: none"> <li>- for Condition Improvement Bids to ESFA for each scheme submitted</li> </ul> </li> </ul>   | <p>Please refer to the Hereford Diocese 2021 Academisation Policy &amp; Strategy for fees charges</p> |
| <ul style="list-style-type: none"> <li>Facilitating the Trustee consent for Land and Buildings including any Trustee consent to third party occupancy under terms of a License or a Lease</li> <li>Trustees Solicitors costs are extra for checking legal documentation</li> </ul>  | <p>£100.00 per hour</p> <p>At cost</p>  |
| <ul style="list-style-type: none"> <li>3<sup>rd</sup> Party Licences/Leases for occupancy of Trustee Land and Building</li> </ul>   | <p>At cost plus disbursements</p>   |
| <ul style="list-style-type: none"> <li>Audit and Review School Website for SIAMS compliance (remote)</li> </ul>   | <p>£75.00 per hour</p>  |

*We will aim to provide the above support remotely; however, there may be times where that is not possible. Fees differ between virtual or face-to-face sessions. Please note the minimum charge for face to face sessions will be 2 hours.*

VAT at 20% is applicable to all services offered.

### **Schools' responsibilities and undertaking in participating in this Partnership Agreement:**

- To keep officers and advisors/consultants informed of the current situation or needs in relation to the service required
- To be available, given adequate notice for meetings and/or visits, to ensure progress is being maintained
- To give adequate notice when requesting visits, inspections, training etc.

