



— Diocese of —
Hereford
 Proclaiming Christ ✦ Growing Disciples

**EDUCATION TRAINING AND SUPPORT PARTNERSHIP
 AGREEMENT FOR SCHOOLS & ACADEMIES**

Academic Year

2024/2025

SEPTEMBER 2024 - AUGUST 2025

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*Information regarding our Statutory Services are detailed on our website rather than in this document.
 For **Statutory Services** ([click here](#))*



Inspiring *each* Generation

Foreword

On behalf of the Hereford Diocesan Board of Education (HDBE), we are delighted to offer you and your school team the opportunities that are contained within this year's Training and Support Partnership Agreement. This is just one element of the support offer available to schools in the Diocese of Hereford; our Statutory Services, Training and Events Schedule and School Effectiveness Partnership Agreement have all been shared as separate documents and are available on our [website page](#).

We have reviewed and updated our offer to support the continued development of church schools around the diocese, ensuring the flourishing of children and adults alike. We are delighted to work as your partners to realise your Christian vision within your unique and special contexts.

This document sets out the details of the enhanced support that we are able to offer to those schools that take advantage of the Training and Support Partnership Agreement. This year, we are delighted to be able to expand our training programme. We are offering additional courses, including 'Curriculum Design: a Focus on Diversity and Equity' which focuses on both evidence and practical resources, as well as the introduction of a new eight-week Bible course which is designed to enhance our understanding of the Bible in order to support a variety of aspects within school leadership, including vision setting, theology of leadership, understanding our mission in the community and leading effective Collective Worship. We are also pleased to be able to include the introduction of an offer of support for school leaders' mental health and wellbeing this year, as we recognise the pressures that you face in leading your schools and the challenges of the ever-changing educational landscape. Our full suite of SIAMS-related training courses will continue to be on offer, having been revised and updated to reflect the new SIAMS Framework September 2023 and our learning from the first year of inspection under this framework.

We very much hope that the offer available through the Training and Support Partnership Agreement can provide much needed support to you and your wider leadership teams. All schools that purchase this Training and Support Partnership Agreement also have access to 4 hours of bespoke support, focusing on your school's identified priorities. Please do try to book bespoke hours in good time to secure your preferred dates. Please note, multi-academy trusts and federations continue to have access to a discounted and adapted charging model.

Our training and support services are open to all who work as part of your school community – Early Career Teachers (ECTs), class teachers, aspiring leaders, senior leaders, headteachers, clergy, and governors. All are welcome!

We look forward to working with you and your wider teams in the coming academic year and thank you for your continued and unwavering commitment to the children and young people in your school communities.



Tim Reid
Executive Diocesan Director of Education



Gemma Martin
Diocesan Director of Education

The Diocesan Education Team

The Education Team is made up of the following members, all of whom have distinct areas of expertise and therefore deliver varying aspects of our offer.



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Entitlement for all Church Schools & Academies - Core Services

Our Core Christian Distinctiveness, Leadership and Management Service is subsidised by the Board of Finance. Our Core Services enable all of our Church of England schools and academies to access quality support.

Leadership & Management

- ✓ Initial telephone and email advice and support as required, from 9.00am – 4.00pm, Monday to Friday (please see page 2 for contact details)
- ✓ 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
- ✓ A diocesan 'keeping in touch' meeting - an annual meeting with a member of the Education Team to discuss your school's current context and priorities (either in person or online)
- ✓ School organisation advice and support (academisation, change of age range 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. Support through Headteacher appointment processes (interviews and preparation

- meetings). **Subject to appropriate consultation and agreement of dates with the Diocese*
- ✓ Attendance of one day welcome, induction and training for newly appointed *Headteachers to Church Schools*
 - ✓ Conversation with SIAMS and Ofsted Inspectors during their visit
 - ✓ Attendance at SIAMS and Ofsted feedback by a member of the Education Team.
 - ✓ Attendance of a one day welcome and induction day for of all newly appointed *Early Career Teachers to Church Schools*
 - ✓ Update briefings relating to local and national policy as required
 - ✓ Pastoral support.

Governors and Governance

- ✓ Free attendance at termly leadership briefings *for Governors and Governance Professionals*
- ✓ Governance Professionals' advice and support sessions (statutory responsibilities, drop-in sessions and annual planning)
- ✓ Training for Governors and Directors/Trustees on what it means to be a Governor/Director in a church school
- ✓ Access to half termly podcasts specifically for church school governors
- ✓ Administration and support with foundation governor/trustee appointments
- ✓ 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)
- ✓ Liaison with Members and Directors within Academy Trusts in regard to Articles of Association
- ✓ Supporting schools on responding to legislation and government initiatives
- ✓ Policies and guidance on governors, particularly Foundation Governors.

Property (Estate Management)

- ✓ Initial telephone/email advice regarding church school property/buildings, site ownership and trust deeds
- ✓ Access to virtual forums supporting net zero carbon awareness and school estate support/management
- ✓ Initial guidance on sources of funding available for buildings projects
- ✓ Capital programs and work with maintained schools to participate in the relevant programmes
- ✓ Land & Building Collection Tool Authorisation for Academy Trusts
- ✓ Working with DfE, National CE office, Local Authorities, SALIX and DBE Services to achieve Carbon Zero for schools.

Church School Distinctiveness

- ✓ Initial telephone, email advice and online support on relevant issues
- ✓ SIAMS SEF desktop review with written feedback for schools listed on the current year's SIAMS inspection list
- ✓ SIAMS updates and updates in education law relating to RE and Collective Worship
- ✓ Programme of support for J2 SIAMS judgements
- ✓ Invitation to Year 6 celebration service with free attendance for all church schools
- ✓ School Worship training for clergy
- ✓ Weekly prayers for individual schools across the course of the year shared on Facebook/X.

Service Charter

Those schools and academies within our diocese are entitled to expect members of the Diocesan Education Team to:

- have a pastoral concern for the staff, governors and pupils of the school or academy
- provide professional and expert information, advice and assistance
- deliver the services listed, upon request, to a high standard
- respond promptly and courteously to requests for assistance
- act with discretion and confidentiality
- be responsive to individual schools and academies and their distinctive ethos
- act with integrity and in accordance with Christian beliefs and values
- promote, at all times, the Christian foundation and ethos of the school or academy
- deal promptly and courteously with any complaints regarding the level of service provided
- represent the interests of Church of England schools and academies with partner Local Authorities (LAs), the Department for Education (DfE), Standard Advisory Councils for RE (SACREs), Regional Director (previously known as Regional Schools Commissioner), The Church of England Education Office and other appropriate bodies.

In return, schools and academies subscribing to the agreement are expected to:

- keep the Diocesan Education Team informed of any changes in relation to the service required
- keep the Diocesan Education Team informed of any developments at the school or academy
- be available, given adequate notice, for meetings and / or visits
- give adequate and appropriate notice when requesting or postponing visits, meetings, bespoke training sessions etc where possible giving at least 24 hours' notice for any cancellations. For the cancellation of training course places, please see our booking and cancellation policy detailed on our Training and Events Schedule
- pay invoices promptly.

Complaints

Any complaints should, in the first instance, be directed to the Diocesan Director of Education. The Diocesan Director of Education will arrange for another officer to investigate and respond. If the matter is not resolved at this stage, the issue will be referred to an appropriate member of the Diocesan Board of Education.

The Training and Support Schools Partnership Agreement – Offer and Charges

The Training and Support Partnership Agreement offers a wide range of training sessions and events to support your work in schools. In addition, 4 hours of online bespoke support is available as part of the agreement for individual schools, multi-academy trusts and federations to enable you to work on your key priorities.

Training and Events Schedule

The schedule of training and events is outlined in a [separate document](#). However, the content is categorised into key areas as follows:

- Church School Leadership
- Governance
- SIAMS
- Religious Education and Collective Worship
- Christian Distinctiveness and Spirituality.

Partnership Schools can book an unlimited number of places on all courses included in their Partnership Agreement for 2024/25 and also have priority access to our additional events. Additional RE and Worship resources will be available to partnership schools via a secure link.

Weekly Collective Worship Videos



Every week a video and related activity sheet will be sent to all Partnership schools; each video is suitable for both classroom and all school worship.

Mappa Mundi In-School Workshops



The Hereford Mappa Mundi is the largest medieval world map to survive and is an outstanding treasure in Hereford Cathedral. In-school workshops are now available and can be customised depending on the wishes of the school (age of the pupils). Groups can explore the myths and mysteries of Hereford's map of the Middle Ages using detailed photography alongside a life size facsimile. These workshops are only available for Partnership Schools and are at a subsidised cost of £2.00 per child. Use our [online form](#) to make an enquiry, or email on education@hereford.anglican.org or call 01432 373341.

Bespoke Support

Your bespoke support is available for use in a range of ways and this is detailed on the following page. When schools or academies are working in multi-academy trusts or federations, where possible, we will seek to conduct any training and support across the included schools.

Bespoke Support

Single Schools and Academies can fulfil their entitlement of 4 hours of remote support from the following options (hours can be upgraded to in person support):

For Federations and Multi-Academy Trusts hours will be pro-rated and this is reflected in the chargeable cost (i.e. 4 hours for the first school and 2 hours per school thereafter).

Your 4 hours of bespoke virtual/online training or support can include, but is not limited to the following topics:

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

- ✓ SIAMS online consultation to include a review of your SEF, in academic year prior to when SIAMS inspection is due and/or academic year of SIAMS inspection
- ✓ Facilitating a theologically-rooted Christian vision
- ✓ All of the training and development detailed in the 2024-25 Training Schedule is available on a bespoke basis
- ✓ Collective Worship training for staff and pupil-led worship teams
- ✓ Provide advice for school policy documents reflecting a distinctive Christian ethos e.g. SRE
- ✓ RE curriculum design support
- ✓ 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)

INSET day:
4 hours

INSET half day:
2 hours

Twilight or Staff meeting:
1.5 hours

Leadership and Management

(number of hours to be agreed with Diocesan Officer)

- ✓ Discussion of church school priorities and a creation of a church school development plan
- ✓ Vision and Values: a leadership coaching conversation
- ✓ Preparing governors for school inspections, Ofsted and SIAMS
- ✓ For Headteacher recruitment (in addition to the core offer):
 - Drawing up 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

(number of hours to be agreed with Diocesan Officer)

Academies only:

- ✓ Reviewing and providing Trustee consent: for Condition Improvement Bids and MAT SCA works for any building/capital work undertaken on the Trustees Land & Buildings

Voluntary Aided & Voluntary Controlled:

- ✓ 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
- ✓ 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 – DBE set fee
- ✓ 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 per project – to a maximum of £1000 (based on total contract cost, this is not inclusive in the Training and Support Partnership Agreement 2024/25). This is subject to VAT chargeable at the standard rate.

Governance and Admissions

- ✓ 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
- ✓ Conversion to academy status
- ✓ Production of a model admissions policy for adoption if required

Partnership Schools can purchase additional hours for bespoke support at a cost of £75.00 per hour (remote) or £125.00 per hour (on-site). **Or upgrade to the PLUS option below to convert all hours to in person.**

Training and Support Partnership Agreement Charges – Option A (Remote Bespoke Support) for Academic Year 2024/2025

NOR (as at October 2023 census):	Cost for Training and Support Partnership Agreement:
0-100	£700.00
101-200	£900.00
>201	£1200.00

Federations and Multi-Academy Trusts: Please calculate the cost for each school within the federation (based on pupil numbers at the October 2023 census) and then apply a discount of 20% to the total.

FOR ALL VOLUNTARY AIDED SCHOOLS – School Condition Allocation (CAPITAL) projects Management fee of 2% of total project cost (max £1,000) 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).

Training and Support Partnership Agreement Fees for Academic Year 2024-25 – Plus Option upgrade Option A to use 4 of your bespoke support hours in person for additional fee of £200.00

Please note a minimum of 2 hours will be allocated for face-to-face sessions.

**Training and Support Partnership Agreement Fees for Academic Year
2024-25 Multi-Academy Trusts – Additional Central Support Offer
(4 hours remote support) additional fee of £300.00**

Links to Partnership Agreement Sign up Forms

Single School	click here to sign up to the Training and Support Partnership Agreement
Federation/Multi-Academy Trust	click here to sign up to the Training and Support Partnership Agreement

Charges for “Pay as You Use” Services for schools/academies who are not part of the Training and Support Partnership Agreement for 2024/2025

<ul style="list-style-type: none"> Bespoke consultancy for RE, Collective Worship, SIAMS and Governance, Good Estate Management, Admissions Mentoring Support for new Headteacher Data analysis to support school development Support to develop Christian character of a church school 	<p>Virtual support @£95.00 per hour</p> <p>Face-to-Face support @ £145.00 per hour</p>
<ul style="list-style-type: none"> Academies: reviewing and providing Trustee consent: <ul style="list-style-type: none"> - for Condition Improvement Bids to ESFA for each scheme submitted - any building/capital work undertaken on the Trustees building 	£100.00 per hour
<ul style="list-style-type: none"> Facilitating the Trustee consent for Land and Buildings including any Trustee consent to third party occupancy under terms of a TOCA, License or a Lease DBE costs for academy conversions Trustees and DBE Solicitors costs are extra for academy conversions 	<p>£125.00 per hour</p> <p>£2,500.00</p> <p>At cost</p>
<ul style="list-style-type: none"> 3rd Party Licences/Leases for occupancy of Trustee Land and Building 	At cost plus disbursements
<ul style="list-style-type: none"> Audit and Review School Website for SIAMS compliance (remote) 	£100.00 per hour

VAT at the standard rate is applicable to all services offered but will be recoverable by the school.