

## St Francis CMAT February Bulletin

Dear Colleagues, thank you for your continued support in the last month and for all of your hard work and dedication. I'm so grateful. Lots to celebrate in my first few weeks in post, including our School Improvement event 25 January, lots of meetings and various visits for Kev and I too. A great induction and invaluable engagement opportunity. Thank you.

### St Francis Heads Forum

Our Scheme of Delegation provides for a St Francis Head Forum. Please see below an invitation for all Heads to join the Forum Meeting which I will be leading on Wednesday 9th March (via Zoom) from 09:30 to 10:30. The Outline Agenda is as follows:

<b>Welcome and Prayers</b>	- Heidi to lead
<b>Icebreaker</b>	- Heidi to lead
<b>Introductions</b>	- Kevin and Margaret (Director) to introduce themselves
<b>Vision</b>	- Margaret Helliwell
<b>Consultations</b>	- Heidi
<b>Finance</b>	- Kevin
<b>Next steps &amp; Close</b>	- Heidi

**There will be opportunities for Q&A:** Please can you submit your questions in advance to Anita Bray by email beforehand [abray@hallam-diocese.com](mailto:abray@hallam-diocese.com). We aim to record the session and make it available for those unable to attend on this occasion.

Topic: St Francis Heads Forum

Time: Mar 9, 2022 09:30 AM London

<https://zoom.us/j/98908292647?pwd=bFZucGhnMWZadUxpU0JJN2FOR1liQT09>

Meeting ID: 989 0829 2647

Passcode: 743988

### St Francis CMAT Heads Drop In Session

I also wanted share details of the first in a series of Drop-in Sessions – **no appointments necessary**. The first will be held (via Zoom) - **Tuesday 1st March at 3:00-4:00m for Heads**.

Topic: St Francis Heads Drop-In

Time: Mar 1, 2022 03:00 PM London

<https://zoom.us/j/91325041485?pwd=cIBSVFJHL1dCdmeE1N1ITNHphdDZiUT09>

Meeting ID: 913 2504 1485

Passcode: 331776

Kevin and I will run a similar Drop In **for School Business Managers on Friday 1 April at 09:30-10:30am**,

Topic: St Francis SBM Drop-In

Time: Apr 1, 2022 09:30 AM London

<https://zoom.us/j/99144097092?pwd=WHROS1B0bIVkc2xYSkovY0dzWHRXdz09>

Meeting ID: 991 4409 7092

Passcode: 456562

and Heidi will run a SENCO/inclusion leads drop-in, in due course if helpful.

## Coming up...

### St Francis & St Clare School Improvement Meeting 2

This second workshop style session will be hosted by Steve Davies and I, building on the work of the School Improvement session on 25 January – huge thanks to all who contributed. 1:1s have started and please do take a moment to provide some feedback. Sorry we can't be together in person again. We look forward to seeing you **(Via Zoom) – please hold Tue 22nd March 9.30 – 11.00pm**

### St Francis Workforce Consultation Meetings

Huge thank you to all who attended the TUPE staff consultation workplace meetings, **Monday 24 January, Thursday 27 January and Monday 31<sup>st</sup> January**. We have collated the Google questions from staff, governors, and other feedback from the wider communities of parents, carers, children and families. The Diocese will publish these shortly on the website.

### A Quick Reminder of Key Dates

**Deadline** for parental and TUPE staff consultation remains **Friday 11th February**

**Deadline** for Governors' resolutions or MAT resolution for HSPAT and signing of documents; **Friday 18th February\***

*\* This is a DfE deadline. We have flagged up that it is in half term for some schools and we are seeking a possible extension. Please see notes below.*

### Notes on TUPE, Parental Consultation & Governors' Resolution

Steve Davies and I would really like to thank all of you for your work in getting the consultation letters out, and liaison with your governors. We are grateful to Winckworth Sherwood LLP for preparing a suite of legal templates for each Chair of your Governing Body or Board so they know what to expect ahead of the various deadlines. We know that this process will still be bringing with it many questions from governors, staff and parents and Winckworth Sherwood stands ready to support. We are really grateful for your support, particularly in the midst of such a challenging start to term. We hope the following summary will help answer some of the queries that some of you have raised.

### Summary of the process

Both the parental consultation and the TUPE consultation are between your governors and your community (parents and staff respectively). They are in relation to your governing body's (or Board e.g. HSPAT) consideration about joining St Francis CMAT. While both consultations are with your governing body, clearly the Diocese and St Francis CMAT are well placed to answer most of the questions that will be raised. That is

why we are collating the responses and helping to coordinate and present at the workplace meetings, supported by Winckworth Sherwood LLP and the TU representatives. This was intended to minimise the burden on schools. **The TUPE process is a statutory process for all schools/academies/MATs** and is about the transfer of contracts of employment for staff from the school to the CMAT. Crucially, it is a ‘**no measures**’ conversion, which means that there is no change to anyone’s contract. The consultation is the vehicle for staff to raise questions and comments, which the CMAT directors and CEOs will address.

The parental consultation is a **statutory process for VA schools**, though the Diocese wanted the same process to run for all schools and academies. It is an opportunity for parents to share their thoughts and any questions they have. Again, the Diocese, the CMAT directors and CEOs will collate and answer the questions. Your governors will also get feedback on the comments and questions raised by staff and parents, along with the responses from the Diocese and CMAT directors. Collectively, this is intended to inform your governors’ decision on making a resolution to join St Francis CMAT.

### **TUPE - clarifications based on questions raised so far**

- The Diocese, along with St Clare’s and St Francis CMATs met representatives of all the main unions (teaching and non-teaching) prior to the workplace meetings. Heads and Chairs have been copied into related correspondence, including from the RSC.
- The Diocese and CMATs are receiving legal guidance through the TUPE and parental consultation process and are liaising with the DfE.
- The workplace meetings presentation, designed to explain the TUPE process and cover common questions and any submitted before the meeting will be on the website shortly for those who were unable to attend the meeting in person. Staff will be able to continue to submit questions via the Google Form until 11 February.. Governors are very welcome to submit questions also.
- St Francis CMAT directors reviewed key HR policies for approval at their board meeting on Tuesday 18th January. These are all familiar Catholic Education Service (CES) policies and are not different to those used by Catholic schools, other than to identify the roles played by the Trust Board and the Local Academy Committees.
- The scheme of delegation is also available should governors or staff want to see it. It is available on the Diocesan Website.
- The FAQ document was updated. Please take time to review the January version on the Diocesan website and consider a link to your own website to support the consultation process and feel free to share it with governors, staff or parents.
- If you have not got the consultation letters out yet and think you will struggle to do so, please let me know as soon as possible. Likewise, if you need any support with the process, don’t hesitate to get in touch.

### **Governors’ Resolution**

- In order to join St Francis CMAT, a resolution is needed from your governing body or Board (for HSPAT). and there are some other documents to sign if and when the resolution is passed. Winckworth Sherwood LLP, who are providing legal support for the process, will send copies of the documents to be signed and a template resolution. As noted above, the DfE has set a deadline of **18th February** for the signed

resolutions and documents to be returned, for a school to be able to join St Francis CMAT on 1st March. We have asked about an extension, noting the half term dates.

- Winckworth Sherwood LLP have advised that it would be helpful if Governing Bodies could plan to meet between Wednesday 9th February and Friday 18th February to review the outcome of the consultation and the responses from the Diocese and CMAT before making a decision on the resolution. Draft wording for the Resolution itself will be offered by Winckworth Sherwood and circulated in advance.
- They recommend that the resolution gives authority to the Chair (plus up to two deputies due to Covid) to sign documents on behalf of the governing body. If the governing body is meeting near but before the end of the consultation period, they can of course authorise the Chair (plus the two Deputies) to sign the resolution and documents based on the responses to date and subject to checking any submissions that come after that date. Please note that Winckworth Sherwood LLP will need electronic signatures to process these documents.

### **Just in case you find yourself in Sheffield**

Hoping you had a great weekend and managed to find time for you. I enjoyed a visit to the Millennium Galleries in Sheffield recently, to see the free 'Where We Live' exhibition. It is a series of pictures which explore the housing and social landscape of England in paintings featuring artists Trevor Burgess, Jonathan Hooper, Mandy Payne and Narbi Price. Lovely artwork, including a great series on Parkhill Flats. If you have something similar to recommend - a local walk, a favourite book or new recipe, please do share.

See you soon. Keep well and take care of you and yours. God bless.