



# Services for schools

2017/18 catalogue

[www.grow-education.org](http://www.grow-education.org)

# Grow Leadership Partners

## Welcome to our 2017/18 Services booklet

Thank you for your continued support for Grow Education. We are delighted to have worked with even more schools this year so that we now work in partnership with over 130 schools across 19 Local Authorities in London.

We know it is the quality of the people with whom you work in partnership that makes a difference. Feedback we have received from Headteachers this year often highlights how much they appreciate working with experienced serving Headteachers and Advisers who work independently of Local Authorities, all of whom have a proven track record in effective school leadership.

We aim to ensure that our tailored and personal leadership support continues to be responsive to the needs of your school so as to help your school to move forward. Our Leadership Partners can support you in a number of ways, by working with you personally or by brokering targeted support in:

- Developing new ways of school self-evaluation, including assistance in the gathering of evidence
- Safeguarding reviews
- Action planning for School Improvement
- Coaching and mentoring of staff
- Building capacity and developing the role of the middle leader
- Supporting in your preparation for Ofsted inspections
- Arranging joint visits to other schools to observe “Outstanding practice”
- Providing subject leader support/subject specific support e.g. SLE/Consultant Leading Teacher
- Providing class teacher support
- Arranging Headteacher Performance Management (1 day)
- Reviewing teaching, learning and leadership
- Arranging or carrying out Governance reviews

We look forward to working in partnership with you again this year and to support you in ‘*cultivating success*’ in your schools.

Allan McLean and Helen Ridding

Handwritten signatures of Allan McLean and Helen Ridding in cursive script.

# Support Packages

## 1) Oak Package - 3 days of support

**£1,800 (excluding VAT)**

The **Oak** package provides a level of support and advice that will benefit all schools. It provides an external perspective for the school leaders and the Governing Board.

- Tailored support at your school with a Leadership Partner (3 days equivalent)
- OFSTED support and guidance
- Brokered support drawn from across 19 Local Authorities to find the right partner to meet your school's needs
- The option to use 1 day for Headteacher Performance Management
- Telephone/ e-mail support and guidance from our admin team

## 2) Beech Package - 6 days support

**£3,300 (excluding VAT)**

The **Beech** package bridges the gap between the Oak and Cedar packages, providing schools with six days of support.

- Includes all the benefits of the Oak support package
- A total of 6 Leadership Partner/Consultant days

## 3) Cedar Package - 12 days support

**£6,000 (excluding VAT)**

The **Cedar** package is aimed at schools requiring additional capacity and support to bring about or maintain improvement. If you are expecting an Ofsted inspection this year, or have several new staff, the Cedar package will provide additional capacity to help you prepare.

- Includes all the benefits of the Oak support package
- A total of 12 Leadership Partner/SLE/Consultant Teacher days

# Headteacher Performance Management

**This service will be of great benefit to Governing Boards looking for an in-depth understanding of the performance review process.**

**We can provide schools with an experienced Grow Education Performance Manager.**

The Grow Education Performance Manager will:

- Provide support and guidance throughout the Headteacher Performance Management review process.
- Provide a structured, manageable process to deliver an effective review process.
- Support the development of clear, well defined objectives and criteria.
- Provide clear guidance and advice to ensure the process is carried out in line with current regulations and guidance.

**Costings: There are 3 options**

1. **Schools using package to fund review:** No additional cost (minimum of 1 day of support will be used)
2. **Schools which have purchased a Grow support package but wish to purchase it as an additional day:** £600 (excluding VAT)
3. **Schools which have not purchased a Grow support package:** £650 per school (excluding VAT)

# Recruitment

## Recruitment advertising package and finder's service

These complement our Core School Support Service provision in helping you find the people you need. Please refer to our primary and secondary Core School Support Service brochures.

## Advertising Service

### Guardian Jobs

We have agreed a package with The Guardian online for academic year 2017-18. Schools can place an unlimited number of adverts on Guardian jobs for a one off annual fee. This covers all roles including Leadership and Support, full and part time.

### TES

We have brokered a 5% TES discount through our advertising service.

## Finders Service

We provide a talent pool for both primary and secondary schools, which includes NQT's and more experienced teachers. If you proceed with the appointment of one of our candidates we will ask you for a finders fee.

*"The LDBS Recruitment Team is motivated and inspired in selecting the best candidates for our school and is not driven by financial reward but by finding the highest quality of teaching and learning for all students. It is a professional, supportive and efficient organisation with an experienced team led by qualified teacher. The difference between the LDBS Recruitment service and agencies is that teachers choose to work in a Church of England School and are fully committed to the Christian ethos and values prior to joining the school." Bridget Sharp, School Business Manager, Bishop Stopford's School, Enfield*

	Primary		Secondary	
	Core subscribing	Non subscribing	Core subscribing	Non subscribing
Advertising Service	£250	£1000	£500	£2000
Finders Service	£400	£1000	£600	£1500

# Human Resources and Legal Services

**This year we are delighted to offer three levels of service for HR and Legal services**

## **Bronze Package**

- Telephone and email advice.
- Access to LDBS policies and updates.

**Price from 1st April 2017: £40 for each employee of the school at that date.**

(available only to schools who do not buy into LDBS core services)

## **Silver Package**

- Unlimited support on the management of grievance, disciplinary, capability, sickness absence, parental complaints and any other related issues by telephone, email and in person.
- Support on employment law and good practice guidance.
- Help to establish effective working relationships with trade unions.
- Advice and support on handling parental complaints.
- Advice and guidance on TUPE in relation to outsourcing services and academisation.
- Coaching and advice on the application of policies.
- Attendance by a member of the HR support team at Governors' HR hearings, including pay appeals.
- Advice on managing organisational change.
- Support and advice on the negotiation of settlement agreements.
- Advice on performance management.
- Advice on contracts of employment, staffing structures and job descriptions; complaints, Employment Tribunals and insurance matters.
- Mediation between members of staff, parents and your school.
- Occupational health pay-as-you-go services through one of our partnerships.
- DBS checking service and counter-signatory service.
- Payroll services through our partnership with Strictly Education.

**Price from 1st April 2017 : £60 for each employee of the school at that date.**

Existing schools may prefer to retain the current pricing arrangements based on pupil numbers for this option. Give us a call on 020 7932 1161/1172/1150 to discuss your options.

# Human Resources and Legal Services

## Gold Package

Our Gold Package offers all the benefits of our Silver Package plus our enhanced administration service which includes:-

- Drafting of contracts and variations on behalf of your school
- Audit of files, single central records and administration systems within your school
- On-site training in contracts and administration at your school.
- Preparation of documentation and packs for HR hearings.

**Price from 1st April 2017 : £70 for each employee of the school at that date.**

Existing schools may prefer to retain the current pricing arrangements based on pupil numbers for this option. Give us a call on 020 7932 1161/1172/1150/ to discuss your options.

## About Us

Our fully qualified HR Team at the London Diocesan Board for Schools brings together HR experience gained across the education sector. Our expertise helps our schools through the changing demands of education. We are here to support our schools with a bespoke HR service to enable schools to make the best use of limited resources. We provide HR advice and support that is practical and effective whilst being sensitive to the Christian ethos of our schools.

## Our Feedback

*“We changed to the LDBS HR Service when I took up the headship of this school. It was clear that there was a huge amount of HR work to do, ranging from getting the HR files organised and up to date, through to restructuring the whole staff team.*

*Throughout all of this work, I have benefited from a consistent point of contact who is knowledgeable and reliable. Nothing has been too much bother, guidance has been thoughtful and honest. I have felt well briefed and supported for challenging conversations and I am confident the staff have also felt well guided and supported too. I would recommend this service to everyone. It is terrific.”*

Rebecca Abrahams, Headteacher at St Luke’s Primary school , Tower Hamlets

# Governor Support

## External review

A governance review can be recommended as part of an Ofsted inspection but increasingly Governing Boards are deciding to invest in a review as a tool for self-evaluation and development.

An external review looks at how well your Governing Board is working. It is intended as support to improve and develop governance by identifying existing strengths and areas for improvement.

It aims to help your board to:

- be more skilled, focused and effective
- be confident that it has a clear delineation of roles and responsibilities, with the right range of skills and experience to meet the needs of the school
- provide an appropriate balance of challenge and support in holding school leaders to account for improving outcomes for all pupils
- have greater clarity in its vision for the school and how, together with the school leadership team, it can achieve this.

## Full review

We follow the NCTL (National College for Teaching and Leadership) process for external reviews which examines governance in relation to the three core functions of :

- Ensuring clarity of vision, ethos and strategic direction
- Holding the Headteacher to account for the performance of the school and its pupils
- Overseeing financial performance and making sure money is well spent with a fourth indicator of effective governance practice

This generally involves initial discussions with governor / school representatives to agree any particular areas of focus and hoped for outcomes, advance review of board documentation, individual discussions with head, chair and other key governors, same day board self-evaluation activity, a report and recommendations

## Bespoke Review / supported self-evaluation

It is also possible to arrange a more tailored approach which involves some of the elements outlined above or supports the board in a self-evaluation exercise.

## Governor training sessions

Increasingly Grow is asked to provide additional training for governors in their school setting so as to provide bespoke training for the full governing board. This can be arranged for you.

## Cost

The cost of the above options will depend on the process which is agreed with the school.

Existing entitlements can be used towards, or to cover, the cost

A full review is likely to take 2.5 days; a supported self-evaluation session and follow-up session between 0.5 and 1.5 days, depending on the activities requested.

# Training Courses

**Grow Education Partners also provides high quality training for school staff, from NQT's to senior leaders. We cover a wide range of subjects and aspects in order to meet the needs of your schools. The LDBS has been running its popular leadership courses for more than twenty years. They are designed to cater for teachers at all stages of their career. They support Early and Middle Leaders, those aspiring to Assistant and Deputy Headteacher positions as well as aspiring and new Headteachers.**

- All training courses are rigorously reviewed and evaluated.
- We offer a 10% discount to schools sending more than one person along to the same course as we appreciate that this is expensive

Below are some of the comments made on training provided in the 2016-17 academic year:

“Today was very thought provoking, particularly the work around ‘teams’. Having the opportunity to talk issues through/share ideas is very supportive.” - The Challenge of Headship 2016-17

“This course has been so different to what I expected in a brilliant way. I really enjoyed how much the course has made me reflect on my own journey and has made me think about my decisions and new ideas” - Preparation for Senior Leadership 2016-17

“Wonderful course and delivered by an engaging trainer. There were lots of great ideas for short activities in the afternoon and ways to improve modelled writing/shared writing” - Making writing exciting – helping pupils to find their ‘voice’

“Gareth was very knowledgeable and ensured his presentations were pacy and engaging. It was great of Gareth to share his excellent resources too! - Building Mastery in Mathematics – Leading the Change

“Thank you for providing lots of anecdotal stories to support your point of discussion. It brings the learning and the course alive for us as learners and listeners.” - Developing good to outstanding practice in the Early Years

“This course increased my confidence in what I can be doing to support science in my school. I am very please that some excellent resources have been shared!” - The role of the science leader

**Please refer to our website [www.grow-education.org](http://www.grow-education.org) for current courses. Our new course booklet for the academic year 2017/18 will be on-line and sent to schools in the summer term 2017.**

# Summary of Prices

Service	Further Details	Price (excluding VAT)
<b>Leadership Support Packages</b>	Oak Package (3 days support)	£1,800
	Beech Package (6 days support)	£3,300
	Cedar Package (12 days support)	£6,000
<b>Additional days - Leadership Support</b>	Schools subscribing to a Leadership Support Package	£600 per day £350 per half day
	Non subscribing schools	£700 per day £400 per half day
<b>Headteacher Performance Management</b>	School to use package to fund review	No additional charge (1 day of support will be used)
	Schools who have opted not to use a day of their package to fund review	£600
	Non subscribing schools	£700
<b>Human Resources and Legal Services</b>  <i>(From 1st April 2016 - 31st March 2017)</i>	Bronze Package	£40 for each employee of the school at that date. (available only to schools who do not buy into LDBS core services)
	Silver Package	£60 for each employee of the school at that date. Existing schools may prefer to retain the current pricing arrangements based on pupil numbers for this option.
	Gold Package	£70 for each employee of the school at that date. Existing schools may prefer to retain the current pricing arrangements based on pupil numbers for this option.

# Grow Education Partners Ltd

## About us

- We are a subsidiary company of the London Diocesan Board for Schools (LDBS) and are committed to inclusive Christian values.
- We believe that all children deserve the best education so that they may experience “life in all its fullness.”
- We are a team of Headteachers, outstanding practitioners, Independent Consultants and Ofsted Inspectors.
- We continue to ‘grow’ and now work in partnership with schools.
- We support Primary, Secondary, Academy Trusts, Community, Church, Faith and Independent schools across 18 London Boroughs.
- We work collaboratively with schools, Governing Boards, Local Authorities and professional associations including national organisations, such as The Key for School Leaders
- We believe in the potential of schools to make an immense difference to the lives of children, which will benefit individuals and society as a whole.
- We want to support schools to cultivate success for children and adults alike and to play our part in ensuring schools in London provide the quality of education that all children deserve.

## What can we offer?

- A service tailored to the needs of your school
- A dedicated team of professionals with a breadth of experience, all working in education to make a difference
- Excellent staff training opportunities
- A high quality, personalised service that represents excellent value for money.



**Don't see what you need?**

**Please contact us to see if we can assist with your  
specific training and development needs.**

**Contact Us:**

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