



## LDBS SCHOOLS BULLETIN

APRIL 2015

Please pass this bulletin on to all members of the leadership team,  
governors and Heads of RE / RE Co-ordinators

<http://schools.london.anglican.org/>

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### Message from Inigo Woolf and Liz Wolverson

*We hope you were able to enjoy some of the fine April weather during the holiday. Summer Term seems to have come upon us very quickly and we, like you, are already planning for the next Academic year.*

*The election is almost upon us and although it will bring some changes our core purpose of educating the children in our care will be unchanged and we will all deal with whatever the politicians send our way as our schools have done for centuries.*

*Happy Easter to you all.*



## LDBS News

### Congratulations

#### Ofsted and SIAMS inspection Grades

We offer our congratulations to the following schools who were rated either 'Outstanding' or 'Good' in their recent OFSTED or SIAMS inspections.

- The Urswick Secondary School – Outstanding (SIAMS)
- St Aidan's CE Primary School – Outstanding (Ofsted)

### Scholarships, Tutoring and Mentoring

Patrick Derham is the new headmaster of Westminster School and will be at the LDBS on Friday 8<sup>th</sup> May at 2pm to talk about scholarships available for able boys. Come and find out how schools can access this brilliant opportunity, the tutoring that is available for able boys to enable them to meet admission standards and how staff can help 6<sup>th</sup> Formers, both boys and girls to get into university. If you would like to attend this event please contact [jack.cracknell@london.anglican.org](mailto:jack.cracknell@london.anglican.org)

### Core School Support Service Booklet

The new LDBS Core School Support Service Booklet is attached with this Bulletin. The document outlines the cost of subscription for the financial year April 2015 – March 2016 and includes the services that the LDBS offers.



## HR & Recruitment Advice

### Whistleblowing Policy

The LDBS HR team have drafted a model whistleblowing policy for governing bodies to adopt if they do not currently have one in place. Visit the Document Section of this bulletin to view the policy. If you have any queries about the policy please contact the LDBS HR adviser linked to your school.

### Instruments of Government

Thank you to all schools that have sent in their proposed Instruments of Government. There are, however a large number of schools that we haven't heard from. Your new Instruments must be in place from 1 September 2015 so time is getting short! Please send your proposed Instruments to [penny.harvey@london.anglican.org](mailto:penny.harvey@london.anglican.org) or [ann.foster@london.anglican.org](mailto:ann.foster@london.anglican.org) as soon as possible. Once they have been agreed by the LDBS they can go to the LA to be made. Once made a signed copy should be sent to Penny or Ann.

### Admissions

As you will all know 15 April 2015 is the date by which schools should have determined their admission arrangements. These should then be forwarded to the LA and put on the school's website. Before you do this, please check that you have details on your procedures of reception admissions and deferral, and how parents apply for a place out of year. Do email [penny.harvey@london.anglican.org](mailto:penny.harvey@london.anglican.org) if you have any queries.

## Secondments

Is your school good or outstanding? Do you have a member of staff that would benefit from a leadership opportunity in an LDBS school? Could you afford to release them for a year? The LDBS are looking to fill Senior Leadership vacancies and would welcome recommendations from Headteachers. If you have someone in mind please contact [molly.musgrave@london.anglican.org](mailto:molly.musgrave@london.anglican.org)



## Governors & Governance

### Governors Training Programme

The 2014-15 training programme has been constructed to reflect the key messages in government guidance. We will add sessions during the year, and would particularly draw your attention to the following sessions, all of which take place at London Diocesan House:

Date	Time	Course title
07/05/2015	9am-4pm	Safer Recruitment
08/06/2015	2pm-4pm	Governor Panel Hearings
16/06/2015	10am-12pm	Monitoring Visits in School
29/06/2015	10am-12pm	Headteacher Appraisal – the governors' role
29/06/2015	2pm-4pm	Governing Body Structures

Further details and an application form can be found on the [LDBS website](#).



## RE & Collective Worship

### Teaching Three Religions

On Thursday 23<sup>rd</sup> April 2015, Holy Trinity CE Primary School, Northwood will host a one day training course to help improve teachers' and co-ordinators' subject knowledge on Christianity, Judaism and Islam. The training will include a variety of engaging and effective strategies for learning about these religions.

The course is free to schools in Hillingdon or £75 for all other schools. To find out about the course and how to book see the flyer in the Document Section of this bulletin.

### RE Syllabus Update

The London and Southwark Diocese are currently working together to develop a RE syllabus to cover other world faiths. This syllabus should be available to schools for September 2015 and we hope, will sit alongside the 'Christianity Project' once published by the National Society.

### RE Subject Leaders Training

The next subject meeting is scheduled for Thursday 25<sup>th</sup> June 1.30-4pm. This will be a practical session offering RE leaders the opportunity to write their RE action plans for the new academic year. Places are free but please email [Jennifer.grey@london.anglican.org](mailto:Jennifer.grey@london.anglican.org) to book a place.



## Grow Education Partners

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



: @Grow\_Education

### Training and Development Programme

The table below shows the training sessions provided in the Summer Term. You can register for any of these courses on the [Grow Website](http://www.grow-education.org) or by email to [grow@london.anglican.org](mailto:grow@london.anglican.org)

Subject area	Course Title	Date(s)
English	Poetry (NQT session)	22 <sup>nd</sup> April 2015
RE	Teaching Christianity in School (NQT session)	20 <sup>th</sup> May 2015
English	Guided Reading	4 <sup>th</sup> June 2015
Learning Environment	The Learning Environment (NQT session)	10 <sup>th</sup> June 2015
Assessment	Assessment Leaders Training	1 <sup>st</sup> July 2015

### Grow Services for Schools

The new Grow Education Partners booklet for 2015-16 is available and attached with this Bulletin. The booklet provides the prices and packages that Grow is offering to schools this year. To sign up to one of these packages contact [jack.cracknell@london.anglican.org](mailto:jack.cracknell@london.anglican.org) or telephone 0207 9321175



## Resources

### Early Bird offer for Twelfth Night & Pinocchio at Iris Theatre

The Iris Theatre is offering discounts on groups of 10 or more to see Twelfth Night and Pinocchio at the Iris Theatre in Covent Garden. Bookings must be made before 24<sup>th</sup> April. To enquire email [tickets@iristheatre.com](mailto:tickets@iristheatre.com)

### British Values – VE Day

Liz Wolverson has produced a useful resource for teaching British Values. This fourth instalment looks at VE Day, the 70th anniversary is on 8th May. To read more about this important event please visit the document section of the bulletin.

### The Big Picnic

The charity 'Send a Cow' is encouraging primary schools and families to take part in its **Big Picnic** on Friday 19th June. The aim is to raise enough money to buy a local cow for a family in Africa. Visit the [Send a Cow website](http://www.sendacow.org) to find out more.

### Childnet Film Competition

Childnet invites all primary and secondary schools to enter their annual film competition. The challenge is to create a short film about internet safety. The winners will be invited to watch their film on the BIG screen at London's BFI Southbank and win a prize for the school. To find out about the competition and the different categories visit the [Childnet website](http://www.childnet.org.uk).



## Reminders

### Secondary Headteacher & Deputy Headteacher Summer Term Meetings

The Secondary Headteacher and Secondary Deputy Headteacher Summer term meetings will be held at LDBS, 36 Causton Street from 10am on the dates below, refreshments will be available from 9.30am. Suggestions for agenda items should be sent to [kate.roskell@london.anglican.org](mailto:kate.roskell@london.anglican.org).

Date	Time	Course title
Tuesday 9 <sup>th</sup> June	10.00 – 13.00	Secondary Headteacher Meeting
Thursday 18 <sup>th</sup> June	10.00 – 13.00	Secondary Deputy Headteacher Meeting

### Summer Events

Can schools please send in photos of Summer fetes & sports days? We welcome pieces of work i.e. outstanding poems; newspaper cuttings, news items i.e. details of retirements, births & marriages, or pictures/photo's which illustrate a particular event or on-going project for this or the next issue.

If you have a special card or poem that your children have made – these would be a great feature as well. Please post, e-mail or fax **by 17th July** to: [mitch.gallacher@london.anglican.org](mailto:mitch.gallacher@london.anglican.org) Please keep them coming for future issues and please make sure you have parental permission for any photos.



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## Teaching Three Religions

Active learning with 5-11s  
Christianity, Judaism and Islam

Thursday 23<sup>rd</sup> April 2015

This one day course addresses practical ways of learning about and from Christianity, Judaism and Islam. The course will improve teachers' and co-ordinators' subject knowledge and provide them with a variety of engaging and effective strategies for learning about and from these religions. Resources and ideas will be shared, supporting creative, visual, active and enquiry based learning for children from 5 to 11 years old.

### This course will support teachers in:

- ❖ Creating a planned, learning experience for children in each of these religions;
- ❖ Ensuring progression in teaching about and from Christianity, Judaism and Islam across the primary age range;
- ❖ Awareness of appropriate learning strategies to deal with challenging topics such as prayer, belief and religion in the community;
- ❖ Using a variety of effective and engaging learning strategies in RE;
- ❖ Feeling more confident when teaching about Christianity, Judaism and Islam.

By hosting locally and working collaboratively with Hillingdon SACRE (Standing Advisory Council on Religious Education) we have negotiated to bring this topical course to the first 24 delegates **FREE OF CHARGE TO HILLINGDON SCHOOLS**. The event includes lunch and documentation. **There is a charge of £75 to non Hillingdon Schools**

*We look forward to welcoming you!*

### Outline of the Day:

#### Session 1: 09.30 – 10.45 am

- ❖ An introduction to Christianity, Islam and Judaism
- ❖ Common concerns, positive and negative ways of representing religions
- ❖ Teaching about authentic religion

#### COFFEE

#### Session 2: 11.10 – 12.30 pm – Exploring Islam?

- ❖ What should be taught in KS1? In KS2?
- ❖ Examples of learning activities involving creativity and thinking; belief, celebration and action
- ❖ Teaching challenging topics in Islam

#### LUNCH

#### Session 3: 1.30 – 2.30 pm – Exploring Judaism?

- ❖ What should be taught in KS1? In KS2?
- ❖ Examples of learning activities involving creativity and thinking; family, community and belief
- ❖ Teaching challenging topics in Judaism

#### Session 4: 2.30 – 3.30 pm – Exploring Christianity?

- ❖ What should be taught in KS1? In KS2?
- ❖ Examples of learning activities involving creativity and thinking; belief, behaviour and celebration on
- ❖ Teaching challenging topics in Christianity.

**Fiona Moss** presents the day course and was a primary teacher and RE co-ordinator for many years and more recently the RE and SACRE Curriculum Adviser for a unitary authority in a plural context. She also worked as a primary consultant specialising in SEAL, Literacy and Gifted and Talented. She is co-author of *Body & Soul* and editor of the popular *Opening up RE* series.



Places are limited to 24.

Our previous courses were very well attended and we warmly welcome applications.

Please contact Mrs S. J. Hills at [holytrin@hgfl.org.uk](mailto:holytrin@hgfl.org.uk) or call 01923 822529 to book your place.

# British Values 4: VE Day

*8<sup>th</sup> May 1945 70<sup>th</sup> anniversary of VE Day*

At 2.41 pm on 7<sup>th</sup> May, in a school in Rheims, the Germans surrendered and agreed that at 11.01am the next day fighting would stop. The war in Europe had lasted 6 years and 382,700 soldiers, sailors and air men had died as well as 67,100 people who were civilians.

In St Paul's Cathedral a team of bell ringers were on standby ready to ring the bells at the very minute the war ended, across the country the same thing was happening in parish churches.

People were buying Union Jack flags and decorating their houses ready to party when the moment came. Even dogs were given red, white and blue bows. The boats on the Thames blew their horns and planes roared overhead doing victory rolls as people celebrated. There were parties in the streets with people dancing and celebrating in every way that they could.

People didn't have televisions and most people didn't have telephones so everyone wanted to be near a radio to hear for themselves that the war really was over. At 3.00pm the Prime Minister Sir Winston Churchill broadcast on the radio to tell the whole country that it was finished.

Later that day he appeared on the balcony of Buckingham Palace with King George and Queen Elizabeth and their two daughters, Princess Elizabeth (now our Queen) and Princess Margaret, to wave at the enormous cheering crowd. The two princesses felt standing on the balcony waving that they were missing all the fun so they crept out of Buckingham Palace and joined the crowd. This is what our Queen said in 1985 about that night.

*"... my sister and I realised we couldn't see what the crowds were enjoying ... so we asked my parents if we could go out and see for ourselves ... After crossing Green Park we stood outside and shouted, 'We want the King', and were successful in seeing my parents on the balcony, having cheated slightly because we sent a message into the house to say we were waiting outside. I think it was one of the most memorable nights of my life."*

At midnight that night there were still at least 50,000 people in Piccadilly Circus singing and dancing to popular songs such as 'Roll out the Barrel'. People had a wonderful day.

Unfortunately the war was not completely over because there was still fighting in the Far East, which continued until August, but people felt safe again in London now that there were no more air raids.

Sign posts that had been hidden were revealed, buildings could be floodlit and people could put a light on at home without closing the curtains first. The days of sheltering overnight in underground stations were over and worrying about whether your house would be there when you came out. Children who had been evacuated for their own safety came home and people could begin to rebuild their lives. For years the weather forecast had been top secret and suddenly you could hear it on the radio or read it in the newspapers. However food rationing stayed for a long time and didn't finally end until 1954.

We are having a big celebration this year because so many of those who fought in that war are now dead and we need to see and hear those who remain for what could be the last time. There will be three days of national celebrations straight after the election.

Why did people put up with things for so long, the terrible loss of life both in the forces and amongst civilians, men, women and children? The fear of being bombed, the lack of food, sending away children to keep them safe were all the terrible consequences of war.

People were fighting for something they valued, for freedom and for liberty. They saw terrible things happening to other people and knew that they could not sit and do nothing. As the war progressed and the evil things that

were being done in the death camps gradually emerged the fight became more important. The need to stop that sort of evil spreading into our own country and across the world was a moral imperative because we had to uphold those values which we believe are important.

The British Legion have produced materials to support the anniversary and there is quite a lot of material on the BBC website including films of VE day.

### **Prayers**

O Lord God of Hosts,

stretch forth, we pray, your almighty arm

to strengthen and protect our service men and women.

Support them in times of conflict,

and in their rest and training keep them safe from all evil;

endue them with courage and loyalty;

and grant that in all things they may serve without reproach;

through Jesus Christ our Lord. **Amen.**

*From the Field Service Book of the British Army*

Almighty God,

from whom all thought of truth and peace proceed:

kindle, we pray, in the hearts of all, the true love of peace

and guide with your pure and peaceable wisdom

those who take counsel for the nations of the earth

that in tranquility your kingdom may go forward,

till the earth be filled with your knowledge of your love;

through Jesus Christ our Lord. **Amen.**

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The [British Legion have produced assemblies for primary and secondary schools](#) for VE day



## Template Whistleblowing Policy

### Policy Statement

- 1.1. The School at all times conducts its business with the highest standards of integrity and honesty. It expects all employees to maintain the same standards in everything they do. Staff members are, therefore, encouraged to report any wrongdoing by the School or its members of staff that falls short of these business principles and any wrongdoing by staff that may cause harm or danger to the welfare of the School's pupils.
- 1.2. The School is committed to creating a climate of trust and openness so that a person who has a genuine concern or suspicion can raise the matter with full confidence that the matter will be appropriately considered and resolved.
- 1.3. The aims of this policy are:
  - 1.3.1. To encourage staff to report suspected wrongdoing as soon as possible, in the knowledge that their concerns will be taken seriously and investigated as appropriate, and that their confidentiality will be respected.
  - 1.3.2. To provide staff with guidance as to how to raise those concerns.
  - 1.3.3. To reassure staff that they should be able to raise genuine concerns without fear of reprisals, even if they turn out to be mistaken.
- 1.4. This policy takes into account the Public Interest Disclosure Act 1998, which protects employees who report wrongdoing within the workplace.

### What is whistleblowing?

- 1.5. Whistleblowing is the disclosure of information which relates to suspected wrongdoing or dangers at work. This may include:
  - 1.5.1. criminal activity;
  - 1.5.2. miscarriages of justice;
  - 1.5.3. danger to health and safety;
  - 1.5.4. damage to the environment;
  - 1.5.5. failure to comply with any legal or professional obligation or regulatory requirements;
  - 1.5.6. financial fraud or mismanagement;
  - 1.5.7. negligence;
  - 1.5.8. any risk to the welfare of the School's pupils; or
  - 1.5.9. the specific concealment of any of the above.

Examples of the above might include manipulation of accounting records and finances, inappropriate use of school assets or funds, decision-making for personal gain, any criminal activity, abuse of position, fraud and deceit, serious breaches of school procedures (such as failing to register a personal interest), or tampering with tender documentation.

- 1.6. A whistleblower is a person who raises a genuine concern relating to any of the above. If you have any of the above concerns, you should report them under this policy.
- 1.7. This policy should not be used for complaints relating to your own person circumstances, such as the way in which you have been treated at work. In those cases, you should refer to the School's separate Grievance Procedure or Anti-harassment and Bullying Procedure.

### Procedure

- 1.8. The School encourages staff to raise any concerns internally in the first instance, as set out below. This is to allow those School staff and Governors in positions of responsibility and authority to right the wrong and to give any necessary explanations.
- 1.9. If appropriate, you should discuss the matter with your line manager in the first instance. If the matter requires further investigation such investigation will be carried out and you will be informed of the outcome of the investigations and what, if any, action has been taken.

- 1.10. If it is not appropriate to talk to your line manager or you remain unhappy about the speed or conduct of the investigation or the way in which the matter has been resolved by your line manager, you should refer the matter to the Headteacher. A meeting will be arranged as soon as possible to discuss your concerns. An investigation into the concerns will be carried out. When the Headteacher (or another appropriate person) has investigated your complaint, the Headteacher will tell you the result of the investigation and what, if any, action has been taken.
- 1.11. If your concern relates to potential financial fraud or mismanagement or harm to the welfare of the School's pupils, or if for any reason it is not appropriate to refer your concerns to the Headteacher, you may refer your concerns directly to any of the School contacts set out at the end of this policy.
- 1.12. You may raise your concerns in person, by telephone or in written form marked 'private and confidential' and addressed to one of the above-named individuals (whose contact details are set out at the end of this policy).
- 1.13. It may at any stage be necessary to involve third parties to provide further information, advice or assistance, for example, it may be necessary to involve other members of the School's staff, London Diocesan Board for Schools, legal or personnel advisers, the police, the Department for Education, the Local Authority, and/or child protection services. Where this is necessary the School reserves the right to make such a referral without your consent.

**External disclosures**

- 1.14. The aim of this policy is to provide an internal mechanism for reporting, investigating and remedying any wrongdoing in the workplace. In most cases you should not find it necessary to alert anyone externally.
- 1.15. The law recognises that in some circumstances it may be appropriate for you to report your concerns to an external body such as a regulator. It will very rarely if ever be appropriate to alert the media. We strongly encourage you to seek advice before reporting a concern to anyone external. The independent whistleblowing charity, Public Concern at Work, operates a confidential helpline. Their contact details are at the end of this policy.

**Protection and support for whistleblowers**

- 1.16. Any member of staff who raises a concern under this procedure must not be subjected to any detrimental treatment as a result. In the event that you believe you are being subjected to a detriment by any person within the School as a result of your decision to invoke the procedure you must inform the assisting person immediately and appropriate action will be taken to protect you from any reprisals. Detrimental treatment could include dismissal, disciplinary action, threats and any other unfavourable treatment connected with raising a concern, .
- 1.17. Staff must not threaten or retaliate against whistleblowers in any way. If you are involved in such conduct you may be subject to disciplinary action.
- 1.18. As mentioned above, the independent whistleblowing charity, Public Concern at Work, operates a confidential helpline. Their contact details are at the end of this policy.

**Raising unfounded malicious concerns**

- 1.19. If we conclude that a whistleblower has made false allegations maliciously or with a view to personal gain, the whistleblower will be subject to disciplinary action.

**Contact details**

Contact	Contact details
Chair of Governors	
Headteacher	
Chair of Finance, Personnel & Premises	
Chair of Audit Committee	