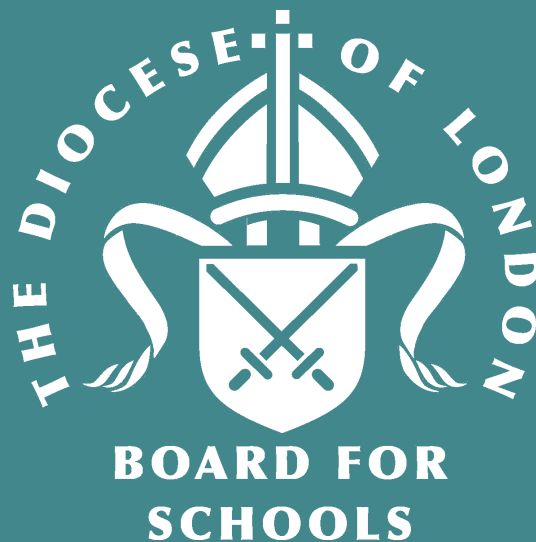


# **LDBS Core Partnership Service: Primary Schools**



**April 2019 - March 2020**

# LDBS Core Partnership Service Schools

## LDBS Vision

The LDBS embraces the Church of England's Vision for Education which is deeply Christian, with Jesus' promise of 'life in all its fullness' at its heart. We believe in this vision of human flourishing for all, permeated by the key elements of wisdom, hope, community and dignity.

As an expression of the Body of Christ within the Diocese of London, LDBS serves and supports schools confidently, creatively and compassionately in order that:  
young people and adults develop spiritually, physically, intellectually, emotionally, morally and socially  
pupils of all backgrounds achieve excellent outcomes to give them the best opportunities in life

### **At the LDBS we are there for you.**

Our subsidised rates allow us to be responsive to the needs of individual schools and to support schools facing difficulties. We often provide additional help and advice at no extra cost to support those in need. Over time this assistance is provided equitably. Subscription fees from schools cover approximately one-third of the true expenditure. The remaining two-thirds of expenditure is covered by a grant from the Diocese and income from the Uniform Schools Trust (LDBS is sole trustee). This year we have included additional support provided by Grow Education Partners (our traded company) to assist you in determining the best support option for your school.

We look forward to working with you again this year.



### **Inigo Woolf, Chief Executive of the LDBS**

#### **The LDBS**

- Works closely with the DfE, Regional Schools Commissioners and other Dioceses in order to represent the family of CE schools across London
- Fosters partnerships with LAs in the Diocese to facilitate the sharing of good practice and support
- Nominates members to all LA Education Scrutiny Committees and other statutory bodies to represent the interests of CE schools
- Promotes RE in all schools through direct involvement with the Standing Advisory Council for RE and Agreed Syllabus Conferences for each LA in the Diocese

Subscription fees for the core service 2019-2020 are:

- £10.95 per pupil per year up to the first 500 pupils on roll and £6.48 per pupil per year thereafter (as in the January School Census)
- Schools can pay annually or in three equal installments at the beginning of each term
- Schools paying in full for the whole year by the end of May will receive 1% discount

#### **LDBS Complaints Procedure**

In the event of schools being dissatisfied with any part of the service, a written complaint should be sent to the Chief Executive, Inigo Woolf. The Chief Executive will arrange for a senior officer of the Board to investigate and respond. If unresolved, a further level of arbitration will be established involving appropriate members of the Board.

# LDBS Core support for your school

**Each school in the LDBS has a named adviser, all of whom have been successful Headteachers in London schools.**

**Under the Core Partnership schools will receive:**

## **Adviser support**

- Two half day school leadership visits from LDBS advisers per financial year (NB up to 500 pupils; those with 500+ pupils will receive an additional leadership visit)
- One half day visit focusing on RE/SIAMS
- Attendance at Ofsted or HMI feedback meetings following inspection wherever possible
- Advice and support for senior leadership recruitment i.e. Head of School and Deputy Headteacher positions, including attendance at interviews
- New Headteacher induction to the LDBS and Church school leadership.
- Telephone and email advice

This support can cover

- Preparation for SIAMS inspections
- Self-evaluation
- School improvement planning
- Assessment
- Staffing structures
- Middle and senior leadership
- Confidential personal and pastoral support
- Provision of Headteacher and Deputy Headteacher mentors (in liaison with the LA)
- Deanery school support
- Advice on staff.
- Governor, LA and Church relationships
- Safeguarding

## **Central support for SIAMS Inspections**

- Co-ordination and quality assurance of SIAMS (Section 48) inspections

## **Central support for RE, Collective Worship and SMSC**

- Access to associated LDBS guidelines, policies and resources.
- Access to the LDBS RE Syllabus
- Centrally held meetings for RE subject leaders

## **Finance, Premises and Insurance (for Voluntary Aided Schools only)**

- Oversight of repairs and improvements to school buildings
- Research into archival material relating to trust deeds, sites and premises matters
- Insurance Cover: LDBS has block policies available for schools, including insurance for premises, contents and people (additional costs apply)

## **Regular communications**

- A copy of all LDBS publications and bulletins / password protected access to website
- Regular information bulletins via email for Headteachers/Principals, Chairs and clerks

## **Central support for admissions, exclusions and parental complaints**

## **Central co-ordination of SENDCo's network meetings**

## **Guidance and policies of a range of aspects (see our website for details)**

# Human Resources and Legal Services

LDBS Core Partnership HR and Legal support can be supplemented by packages from Grow Education Partners. These are listed below for your convenience.

Provider	Outline of service	Cost
LDBS Core Service	<ul style="list-style-type: none"> <li>• Telephone and email advice available 5 days a week</li> <li>• Access to LDBS policies and updates</li> </ul>	<b>Free with LDBS Core Partnership Service</b>
Grow Education	<p>Comprehensive advice and guidance in the following areas:</p> <ul style="list-style-type: none"> <li>• Employment law</li> <li>• Discipline and grievance</li> <li>• Managing organisational change</li> <li>• Performance, capability and attendance management</li> <li>• Dealing with parental complaints</li> <li>• Establishing effective working relationships with trade unions</li> <li>• Terms and conditions for teaching and non-teaching staff</li> <li>• Negotiation of settlement agreements</li> <li>• Mediation between members of staff, parents and the school</li> <li>• TUPE in relation to outsourcing services</li> </ul> <p>In addition:</p> <ul style="list-style-type: none"> <li>• DBS checking service and counter-signatory service</li> <li>• Payroll services through our preferred suppliers</li> <li>• Occupational health pay-as-you-go services through one of our partnerships</li> <li>• If required, preparation of documentation and packs for HR hearings</li> <li>• For a small additional fee per annum, preparation of contracts of employment</li> </ul>	<p>Packages based on school size (forms of entry). From £1000 for a 0.5 FE to £6800 for a secondary school</p> <p>Contract preparation packages from £75 to £400.</p> <p>DBS checks £44 per application</p> <p>See Grow brochure and website for full details</p>

# Governor Support and Training

LDBS Core Partnership governor support and training can be supplemented with a range of options from Grow Education Partners. These are listed below for your convenience.

Provider	Outline of service	Cost
LDBS Core Service	<ul style="list-style-type: none"> <li>• Centrally held governor training on a range of aspects</li> <li>• One in-school governor training session each year</li> <li>• Telephone access and advice relating to the areas specified in the core agreement</li> <li>• Support with the recruitment of a Headteacher /Principal from your LDBS adviser, including attendance at shortlisting and interviews.</li> <li>• Support for governors' disciplinary, capability or grievance hearings</li> <li>• Access to additional specialist legal advice (schools will be charged separately by the solicitor)</li> <li>• Headteacher/governor relationships</li> <li>• Public notices</li> <li>• OFSTED advice</li> <li>• Induction and professional support for new Chairs and clerks on request</li> <li>• Password access to online publications</li> <li>• Advice on legal matters including: the responsibilities of Headteachers and governors; constitution and membership of governing bodies and terms of reference for committees</li> <li>• Support on the recruitment of LDBS Governors</li> </ul>	<b>Free with LDBS Core Partnership Service</b>
Grow Education	<p><b>Full external Governing Board review</b> We follow the NCTL (National College for Teaching and Leadership) process for external reviews which examines governance in relation to the 3 core functions of:</p> <ul style="list-style-type: none"> <li>• Ensuring clarity of vision, ethos and strategic direction</li> <li>• Holding the Headteacher to account for the performance of the school and its pupils</li> <li>• Overseeing financial performance and making sure money is well spent with a fourth indicator of effective governance practice.</li> </ul>	Competitive rates, see Grow brochure and website for full details  Approximately 2.5 days
	<p><b>Bespoke review/ supported self-evaluation</b> 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</p>	The length of this review can be agreed with the consultant
	<p><b>Additional in-school training sessions</b> We can provide training for governors in their school setting in addition to their Core offer.</p>	Generally up to 2 hours
	<p><b>Clerking Service</b> Our experienced clerks can provide a full service including:</p> <ul style="list-style-type: none"> <li>• Clerking of your governing board meetings and committees</li> <li>• Clerking of HR and exclusion panels</li> <li>• Organising parent/staff governor elections</li> </ul>	Package to meet the needs of your governing body

# Teacher Recruitment

We offer a range of services to support you in your recruitment of staff. We provide a talent pool for class teachers, from newly qualified teachers to those who are more experienced.

Provider	Outline of service	Cost
LDBS Core Service	<ul style="list-style-type: none"> <li>Marketing and profile raising of the LDBS family of schools within educational and church communities including representation at recruitment fairs</li> <li>Access to candidates from the talent pool - a finder's fee will be charged if a candidate from the pool is appointed (see below)</li> <li>Advice on QTS for overseas trained teachers</li> <li>Advice on sponsorships for non-EU teachers</li> </ul>	<b>Free with LDBS Core Partnership Service</b>
	Finder's fee for employment from the talent pool	£400 per teacher
	Advertising service (Guardian and LDBS website unlimited, TES discount)	£325
	Application for tier 2 visa for non—EU teachers	£500 plus additional Home Office costs
	Preferential rates for day-to-day and long term teachers and teaching assistants with our supply agency partner Anzuk Education. Call anzuk direct on <b>020 3384 6110</b> and see LDBS website	Preferential rates with Core Partnership Service.
Grow Education	Finder's service (if not subscribing to Core Service)	£1000
	Advertising service (if not subscribing to Core Service)	£1000

# GDPR

We are pleased to be able to continue our support on GDPR legislation.

Provider	Offer	Cost
LDBS Core Service	<ul style="list-style-type: none"> <li>Basic telephone and email advice on data protection issues</li> <li>Access to data protection policies and documents</li> </ul>	<b>Free with LDBS Core Partnership Service</b>
Grow Education	<ul style="list-style-type: none"> <li>All of the Core offer plus</li> <li>A designated Data Protection Officer who will be the named point of contact for the ICO and data subjects.</li> <li>Regular visits related to compliance monitoring and data security.</li> <li>A governor visit or training session.</li> <li>Attendance at training sessions</li> <li>Policy reviews</li> <li>Lead on Data Protection Impact Assessments</li> <li>Lead on breach management issues</li> </ul>	Competitive rates, see Grow brochure and website for full details



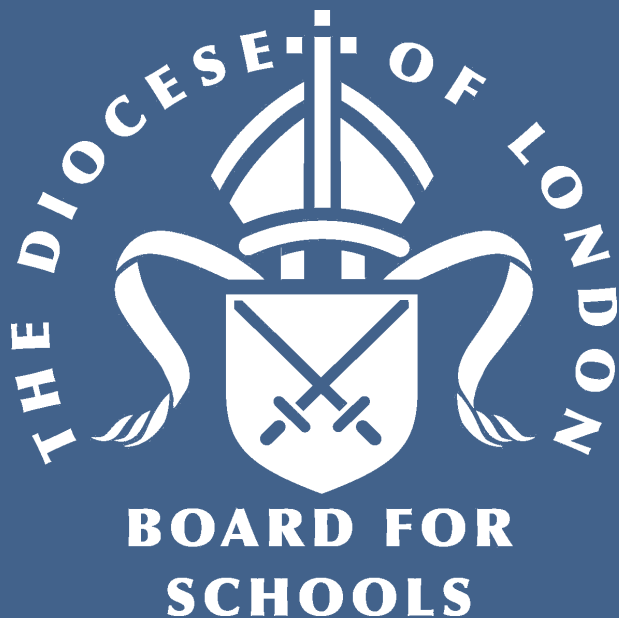
# Cultivating Success in Schools

Grow Education Partners works with over 200 Church of England, Roman Catholic and community schools to support them in achieving the best education for their pupils.

We do this by providing high-quality, bespoke support from outstanding practitioners, advisers, consultants, inspectors and HR and GDPR teams who specialise in education.

For further information please visit our website [www.grow-education.org](http://www.grow-education.org) or call us on 0207 932 1175

We look forward to working in partnership with you.  
Helen Ridding  
Managing Director  
Grow Education Partners Ltd.



## LDBS Core Partnership Service

# Serving and supporting schools

Please contact us if you require any further assistance.

### Contact Us:

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London SW1P 4AU

Tel: 020 7932 1159  
Fax: 020 7932 1111  
[www.ldbs.co.uk](http://www.ldbs.co.uk)

**Chief Executive:** Inigo Woolf