

Headteachers Report - Summer 2020

29th June 2020

Dear Governors

I will restrict my report to four brief items:

1. Headteachers Update re: response to COVID 19 and current arrangements
 2. Staffing Updates: Leavers, New Starters and Staffing Structure Consultation
 3. Budget Update
 4. Planning for September
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1. COVID19 Response

Below is a summary response that was distributed to parents on 19th June:

- We have been OPEN EVERY DAY throughout lockdown
- ALL Government guidance has been followed
- ALL of our COVID19 safety measures were independently checked
- OPEN over Easter & ½ Term for Key Workers: not closed a single day!
- Nursery, Reception, Year 1 and Year 6 Open since 1st June
- EVERY pupil who requested a place offered FULL TIME education
- 3 KEY WORKER HUB classes created
- Year 5 Meet-Ups for one morning per week
- ALL school classrooms and spaces now in use
- EVERY member of staff is in school or online is supporting our pupils
- WOODCROFT ONLINE virtual school available since day 1 of lockdown
 - ALL teachers hosting Google Classrooms every day
 - Extra-Curricular Activities posted online daily (challenges, competitions, stories, activities)
 - Weekly Achievement News and Online Singing Assemblies
 - Weekly Brain Builder Tasks
 - Regular Personal, Social and Health Education initiatives
 - FREE access to a suite of personalised learning apps
 - Dedicated Help Desk available every day to sort your tech issues!
 - 'GO GREEN' Pupil Engagement Monitoring
- Over 30 laptops loaned to families
- Weekly Learning Packs delivered to pupils without online access
- School Meal Vouchers distributed weekly
- Full 'in school' Catering Service every day throughout lockdown
- Food Parcel Delivery Service provided by staff throughout lockdown
- Welfare checks and doorstep visits every week
- Fully staffed School Office and Coordinated Family Support Services
- WHOLE SCHOOL Community '*Together Towards Success*' Projects:
 - Weekly News Desk Videos
 - Epic Woodcroft Wave
 - Wonderful WOW Factor
 - Stars of the Week Celebrations

2. Staffing Updates:

We are saying goodbye to:

- Catlin Sherring
Caitlin has been our Music Teacher for 10 years! She has achieved numerous awards including
Arts Mark Silver 2010
Arts Mark Gold 2013
Arts Mark Platinum 2017
Best Music and Best Music Department 2015
Arts Award 2014

Cailine is moving on to become Head of Lower School Music at Harrow International School in Hong Kong

- Loneka Vertsraeten and Kaylee Gibson - both have worked with us for the past two years
- Charlotte Harris - is taking maternity leave.

We welcome:

- NQT - Jade Hargeaves - Warwick University BA Hons + PGCE
- NQT - Rebecca Stewart - Middlesex University BA Hons + PGCE
- NQT - Ben Taylor - Durham University BA Hons + PGCE
- Benjamin Mansour - 4 Years Experience at school in Wembley

The Staffing Structure has not yet been finalised. Awaiting government guidance re: September planning.

The three NQTs have been invited to work for the final 3 weeks of term as part of an extended induction considering their final placements did not take place due to COVID19

Rhianon Blythe has been internally appointed to take over Music and Arts. Rhiannon is an accomplished grade 8 musician, the current visual arts arts coordinator and has been integral to our music and dance programmes over the past 5 years. Rhiannon will provide a seamless transition.

Governor Notes - Budget Updates Summer 2020

Forecast Balances 2020-2021 (see attached PDF)

Headline figure: Woodcroft has a £3,499 projected budget deficit for 2020-2021

Income & Expenditure Report Summer 2020 (see attached PDF)

Income Notes:

I08 NUR Nursery payments down to £2000 (difficult to project)

I12 BUS20 Carried the payments of £4000 over to 2021, Insured level upto £3000. Should we reclaim the difference or take risk?

Expenditure Notes :

E01 New starters included and September adjustment made

E05 ADMIN Admin position budgeted September

E09 TRAIN <£3000 (+ £2400 NQT)

E19 Tran reduced to £1500 (4 events) probable in Spring term

E27 SALT reduced to £1500 (from £3000)

E27MUS Exp £14,500 planned reevaluations (due to reduction PP Grant and delivery model)

- Question whole class and individual tuition.
- £4000 Spring term charge (previous financial year)
- Revised to £3000 (whole class ukulele + contribution to BEAT Trust £200)

Other Budget Issues

- 1:1 Tuition programme proposes a 25% matched funding element. Woodcroft would find it difficult to access this funding
- Additional Expenditure - DfE Advertised £30,000 fund per school available to claim by July 21st

Woodcroft's current COVID specific expenses = £7,000

- Holiday Provision
- PPE (inc. Barriers)
- Additional IT Online School
- Increase in expenditure since budget setting due to
 - Increase in teaching salary for M1 > £30,000 (6% increase) scaled M6 (2.5%)
 - Maternity Leave Cost £16K (will be offset in 2021-22 of around £12K insurance)
 - A conservative TA rise of 2.5% has been factored into the budget - this is subject to NJC (National Joint Council) negotiations and subsequent Barnet Unified Reward settlements.

Planning for September

- DfE Guidance promised this week!
Assumptions
 - Full classes of 30 (the double bubble)
 - Restricted mixing of groups and adults

Issues

- Longer dismissal and arrival times

- Access to shared spaces e.g. hall and dining hall
 - No assemblies
 - Limited hot meals (rota?)
 - Limited capacity for PE (e.g. no use of equipment?)
- Access to outdoor space
 - Staggered break times (take longer to provide for each class)
 - 8 classes use KS2. Could be segregated into 3 = over 1 hour to give each class a 20minute break with changeovers
 - Similar problems at lunchtime
 - This limits the access time for PE / Games
- Limited flexibility for interventions (must be within bubble)
- Issue with PPA Model (teachers receive 10% non contact time = 2 ½ hours - current provided by Music + PE)

Working ideas

- Extend pupil school day by 20 minutes (Mon to Thurs) to facilitate staggered entry / exit 8.45 - 3.25pm
 - This increase of 90 minutes (inc. 10 minutes early start on Friday) minutes will be used to finish early on Friday at 1.30 (to 1.45)
 - The extended day is currently part of the teachers directed time, but not statutory school time for pupils. This adjustment would compensate for the staggered entry without loss to curriculum time.
 - Shorter PE coaching sessions would still continue - but hours may need to be adjusted
 - Music could still be via our specialist teacher via video link from the music room (but with the classteacher still present in the room)
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Additional request for approval

Woodcroft was open to pupils through the traditional April and May INSET days.

I would like to request approval for adjusting the end of term from Tuesday 21st July to Friday 17th July.

This would provide 2 days before the summer break to carry out the additional planning and preparation required ahead of the September restart.

Craig Tallon
29th June 2020