

**Waltham Forest GREEN Teaching School Alliance**

**Board Meeting**

**Leyton County Cricket Ground, Crawley Road, LEYTON, E10 6RJ**

**Wednesday 13th March 2019 – 1pm - 1.45pm**

Chair: Meryl Davies, Headteacher, Walthamstow School for Girls (MD)

Present: Clive Rosewell - Willowfield (CR), Lynnette Parvez – Kelmscott (LP), Saeed Hussain – George Mitchell (SH) Phil Grundy – Highams Park School (PG) (arrived late) Gill Antha – Walthamstow School for Girls, Teaching School Administrator (GA)

Apologies for absence: Ahmed Seedat – The Lammas (AS), Mark Morrell – Chingford Foundation (MM)

 **Notes**

1. **Welcome**

Meryl welcomed all present and welcomed Gill Antha back after a period of sickness absence.

1. **Minutes and Matters Arising**

Meryl gave an update on the PTI courses, numbers attending and schools participating. There are still free places available on courses taking place over the next few months for interested colleagues. The feedback was very positive from all those that have attended previous courses, this was shared.

**ACTION:** GA to distribute the information on this.

1. **CPD**
* **TLR3 research update:** Three candidates have been appointed, Meryl shared the details (please see attached table for details). Payment to the researchers will start after the Easter break. She outlined the different areas the colleagues will undertake research on; these areas had been generated by SHG.
* **TSST maths and physics update** – a 1-day course was held at WSFG, and further courses are being held at Cambridge University on 14th March (Physics) and 21st March (Maths) for a number of colleagues from both in and out of the borough.
* **L4F** – five colleagues have been trained and are now delivering this course, across the borough, which consists of five areas of study. The next is taking place at Kelmscott on 27th March. Attendees have given positive feedback.
* **NAML** – A 2-year course is now in its second year, with 17 attendees. Marianna Philippou AHT WSFG and Louise Cowburn AHT HF are leading on this.
* **Apprenticeships update** – A talk was given at the last Steering Group meeting (7th February) from a member of Waltham Forest Council’s HR Department, Melody Thornton and Nick Heard, National College of Education, in regards to funding that is available for leadership courses for both teaching and support staff in schools. A further meeting for interested colleagues will be held at WSFG on 1st April at 4.00 pm – 6.00 pm. This information will be distributed through the partner schools.
* Both Clive and Lynnette asked about the funding; will the above be in addition to funding available to employ apprentices at the school or will it be taken from that budget?
* Clive mentioned that they would be taking on a Drama teacher through the apprenticeship programme; Debbie Chapman-Andrews has overseen this and is happy to share how the process works.

**ACTION** – GA will contact Melody Thornton at Waltham Forest Council and clarify.

1. **NQT/ITT**
* Update from Willowfield; Meryl shared information on the annual NQT Residential course, this year 16 delegates attended and gave positive feedback. There had also been a good attendance at The Early Career Development Programme – 32 people attended this at Willowfield School.
1. **S2SS**
* **SLE**: Newly appointed Oliver (Ollie) Mansell from Holy Family, a Physics teacher. Ollie has a great wealth of experience and is looking forward to supporting others. He attended the launch of the PTI TSST Physics training.

There are also a number of candidates who have recently applied for the SLE role but due to admin absence there has been a delay with the interviews and appointments; this will commence in the next few weeks.

Lynette stated that Kelmscott had a number of Leading Practitioners who are keen to support schools; it was advised that they should apply for SLE status through the SLE appointment process, and this would be processed accordingly in the next round.

Saeed stated that George Mitchell had three SLEs in the school that have a membership with a different TSA but are happy to work in the borough and support subjects such as Science, RE and Teaching and Learning. The Lammas is currently collaborating and gaining support from the Science SLE.

Mili Prakash (SLE) (WSFG, Willowfield and Greenleaf) has now been asked to work with Willowfield and Kelmscott to support the transition of KS2/3 students; this is in addition to her work with Greenleaf and Henry Maynard Primary Schools.

Meryl asked Heads if they would be happy to have their SLEs from other Teaching Schools added to the WF GREEN TSA website, in a separate section. It was agreed as this would show all the support available via this route in Waltham Forest.

**ACTION**: GA to notify candidates and arrange the interview panel and dates. Collate a list of SLEs and share this information. Updates on SLE profiles will be uploaded onto the WF GREEN TSA website.

* **NSS**: update; Meryl gave a brief overview of the work she has carried out so far, in Haringey and Lewisham, she stated that the matching process through the most recent DFE scheme has been slow to get moving.
1. **Funding and audit:** The DFE Auditor for Teaching Schools visited WSFG last week and has fed back that the accounts are in very good order.
2. **Logo:** The student digital leaders at WSFG have been tasked with designing the logo, the ideas will be brought to the next meeting and the Steering Group for consideration.
3. **Steering Group –** next meeting 28th March 2019
4. **Women Leading in Education –** The Coachmeet programme has been a success and twenty coaches have been paired. More information to follow at the next meeting.
5. **Any other business**

There was none, colleagues were thanked for their attendance.

**Next meeting:** Wednesday 12th June 2019

**Abbreviations**

**PTI – Prince’s Teaching Institute**

**NAML – National Award for Middle Leaders**

**L4F – Leaders for the Future**

**S2SS – School to School Support**

**SLE – Specialist Leader in Education**

**NSS– National Support Schools**

**TSST – Teacher Specialist Subject Training**

**TSP- Tailored Support Programme: schools facing recruitment and retention challenges**