



## GEP ACADEMIES WEEKLY BULLETIN WEEK COMMENCING 28<sup>th</sup> SEPTEMBER 2020

### Reminders for this coming week:

**GEP EDUCATION  
COMMITTEE**  
01.10.20  
13:00 – 15:30

### Forthcoming meetings:

**AST/GEP JOINT  
EXECUTIVE  
MEETING**  
05.10.20  
10:00 – 11:30

**GEP RESOURCES  
COMMITTEE**  
08.10.20  
13:00 – 15:30

**GEP ALL HEADS  
MEETING**  
13.10.20  
08:00 – 11:00

**GEP/AST JOINT  
SENIOR TEAM  
MEETING**  
19.10.20  
10.00 - 11.30

**GEP BOARD  
MEETING**  
19.10.20  
13.00 - 15.30

**GEP AUDIT  
COMMITTEE**  
05.11.20  
13.00 - 15.30

### **Investing in training...reaps rewards**

This week sees the first of the trust-wide CPD Mondays and Network Wednesdays of the academic year. These events occur half termly and provide a wide range of training opportunities for staff. This Monday, opportunities range from senior and middle leadership development, teaching reading effectively and supporting children's mental health during covid to name but a few.

In addition to this we are facilitating a range of network events where colleagues from different schools, but often in similar roles, can come together and share best practice, resources, and discuss how to address similar challenges collaboratively. We are pleased to respond to headteacher's requests to move these network events onto Wednesdays this year, so as to not clash with our training opportunities.

A new network that particularly excites us across both trusts is the secondary learning & teaching collaboration, led by our Secondary Education Director, Graham Tuck, and learning and teaching leads in the four secondary schools. These colleagues are all at assistant or deputy headteacher level and represent the powerhouse of teaching improvements across both trusts. This year, apart from sharing successful remote learning developments, these colleagues will be focusing on how to raise learning standards in the classroom, effective staff development strategies and expectations and the role of specialist teachers and lead practitioners. Our strategic school improvement drive is focused on three areas here:

- Effective peer review
- Developing a trust wide learning policy
- Building a lead practitioner teaching team to support curriculum developments in EBacc and primary core and foundation subjects

Kathryn Krynicki, our Primary Education Director is coordinating this work from a primary perspective alongside our headteachers and our primary lead practitioners, Rachel Hughlock and Hannah Cover. Our new primary deputy/assistant headteacher network run at Guildford Grove and our 'Good to Great' teaching development programmes at Stoughton (KS1) and Boxgrove (KS2) will further support our drive to improve classroom practice across the trust this year. We are excited about what we can achieve together.

One thing is certain, that as a trust we believe in collaboration, training and focusing all our efforts on improving classroom practice. If we are not focused on improving classroom experience for the children, we are focused on the wrong thing. We will continue to support headteachers, teachers and associate staff on making a difference to children.

After all, that is why we are here

### Actions for Heads:

- Please promote the trust wide CPD events to your staff taking place today, Monday 28th September
- Please share your attendance returns to the DfE with Gaby this week to allow a trust oversight
- Please ensure you have a representative from your school signed up for each of the curriculum networks taking place this Wednesday 30th September
- Remember to publish your remote learning guide on your school website, after sharing with us as a trust. Please use the template provided if useful.

### Actions for Trustees:

For anyone who missed the Successful Governance 'Headlines' from Ruth Merton of Successful Governance and [Leadershipwise Ltd](#) - below is a link to the recording and fact sheet (45minutes):

[https://www.successfulgovernance.co.uk/hl\\_autumn\\_020\\_resources\\_access/](https://www.successfulgovernance.co.uk/hl_autumn_020_resources_access/)

Don't forget to book a place on the "[Designing an educational and cost effective curriculum: curriculum led financial planning](#)" online training session on 7 October 2020 at 6.30pm.

### School Improvement Update:

The EEF have produced a very helpful guide to support school leaders during this academic year - a **Guide to supporting school planning: a tiered approach to 2020-21** - which Kate Carriett mentioned at our headteacher meeting last week. George Abbot have used this framework as a tiered approach to ensuring

- High quality teaching
- Targeted academic support
- Wider strategies to aid school leaders to support all pupils, especially the most disadvantaged.

### School Operations:

#### Financial Year-End

The finance teams in schools and the centre have been working hard on completion of year-end management accounts, which are due to be released this week (commencing 28 September).

Preparation for year-end audit is also now underway, with this year seeing a change in approach to the production of audit evidence, with over half of the audit evidence requested by auditors now being produced centrally. Alongside this, the central team have developed standardised templates for school produced evidence to ensure consistency of reporting. Production of statutory accounts this year will also be undertaken in house (previously outsourced to BDO).

BDO will be undertaking their walkthrough of financial systems and processes on 29/30 September, in advance of their audit visits planned for November.

#### Statutory Returns

The Budget Forecast Return (BFR3Y) is being submitted this week to the ESFA on behalf of the trust. This return provides a summary of GEP's historical financial performance alongside planned budgets for 20/21. This information is used by the ESFA to review financial trends across the sector.

The submission of the Payment Practices and Performance Report is also being completed by the statutory deadline of 30 September.

<b>Contacts:</b> Jack Mayhew: CEO Ali Larcombe-Fish: COO Andrew Roach: Education Director Lisa Wilde: Financial Controller Lyndsay Cameron: SCITT Director Jo Coles: HR Manager Richard Wiseman: Estates Manager Ben Sayers: Head of IT Gary Lelliott: Head of Governance Jackie Blackwood: Teaching School Manager Graham Tuck: Secondary Improvement Director Kathryn Krynicki: Primary Improvement Director Carol Pearce: Primary SIP Jane Abbott: Secondary SIP Gaby Sutton: Senior Administrator/PA to CEO	jmayhew@gepacademies.com alfish@gepacademies.com aroach@gepacademies.com Lwilde@gepacademies.com Lcameron@georgeabbot.surrey.sch.uk jcoles@gepacademies.com rwiseman@gepacademies.com bsayers@gepacademies.com gelliott@gepacademies.com jblackwood@gepacademies.com gtuck@gepacademies.com  kkrynicki@gepacademies.com  Cpearce@athenaschools.co.uk Jane@lawn3.com gsutton@gepacademies.com	01483 888188 01483 888022 01483 888047 01483 888022 01483 888070 01483 888074 01483 888007 01483 484837 01483 888007 01483 888047     01483 888188
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**Jack's visits and meetings this week:**

<b>Kings College school visit (virtual)</b>	<b>29.09.20</b>	<b>09.00 - 10.00</b>
<b>Surrey CEO network meeting</b>	<b>29.09.20</b>	<b>12.00 - 13.30</b>
<b>Meeting with Surrey County Council</b>	<b>29.09.20</b>	<b>14.30 - 15.30</b>
<b>Guildford Grove school visit</b>	<b>01.10.20</b>	<b>08.30 - 09.30</b>
<b>Chair of resources committee 1:1</b>	<b>01.10.20</b>	<b>11.00 - 12.00</b>
<b>Education committee</b>	<b>01.10.20</b>	<b>13.00 - 15.30</b>
<b>Fullbrook school visit</b>	<b>02.10.20</b>	<b>08.00 - 09.00</b>
<b>Exec team meeting</b>	<b>02.10.20</b>	<b>10.00 - 11.30</b>
<b>Holy Trinity Junior School</b>	<b>02.10.20</b>	<b>12.00 - 13.00</b>
<b>Sandfield school visit</b>	<b>02.10.20</b>	<b>14.00 - 15.00</b>
<b>Pyrford Primary School</b>	<b>02.10.20</b>	<b>15.30 - 16.30</b>