

Headteachers' Update

The Daily 5 O'Clock Update For Schools

****Updated version 2 Risk Assessment and FAQ** IMPORTANT**

Links to the updated, version 2 Proforma Risk Assessment, the updated FAQ document and the Guide to Completing a Risk Assessment are below.

You will recall that we have been updating version 1 following the receipt of the range of checklists issued by the teaching and support staff unions. We have also consulted with a group of headteachers and had a meeting last Friday with the unions and associations to ensure that the document meets your needs.

There is a link in the RA to the previous H&S bulletin which reinforces the need to tailor the assessment to record the specific arrangements in place within each school.

You do not need to start from scratch with this document – it is an updated version of what you already have and has been colour coded to ensure that you know exactly what needs to be updated in your existing risk assessment. Similarly, it must reflect your school, your risks and your mitigation.

Please also refer to the guide to completing a risk assessment that was circulated last week. I have included the link to that document below.

You **must** send a copy of your updated Risk assessment to all the unions as part of your consultation. The guide to completing risk assessments says:

'In conducting a risk assessment it cannot be done in isolation and must involve other leaders in school, the employees, their trade union and professional association representatives (or those outside of school where schools do not have a dedicated trade union representatives in school) and then the Governing Body who will ultimately consider, amend and endorse the final risk assessment.'

The involvement of trade union colleagues in an organisation that already recognises trade union/professional association (as the overall school sector does) is a requirement under law and there can be consequences for organisations if they do not engage in any consultation (or where the consultation is not meaningful) with these recognised bodies. Consequences include a challenge by an employee, a trade union/professional association at an individual school level up to fines against the organisation in some instances.

I hope that this is helpful. You can download the documents here:

[*COVID19 - School Risk Assessment - Template \(version 2\)](#)

[*Health and Safety FAQs for Schools Risk Assessment Guidance](#)

They are also on the Northumberland Education website at:

Risk Assessment:

<https://docs.google.com/document/d/15BcM4CJ1zaXL24MM4X6TZfRN1jaKWn20t7ZpoW15BKo/edit>

FAQs:

https://docs.google.com/document/d/1zvt9DT6wfVlk0T3zAfHjPcVzDBY6Rad4_rfyM8b45_E/edit

This Week's HR Drop-In

This week 'HR Drop In Session' has been arranged for this **Thursday 11th June - 1.00 to 2.00 pm.**

The "Drop-In Session" is an opportunity for colleagues to drop-in/drop-out to raise a specific query or gain some clarity. If there is a need for a more detailed, confidential conversation or specific query the discussion can be taken off-line on a one to one basis or arranged to be discussed via call back/follow on conversation.

Here is the link to join the meeting: [HR Drop in Session.](#)

Early Career Framework Webinar - 10 June (CHANGE OF MEETING LINK)

The Early Career framework is being piloted in a number of areas, including Northumberland, from September 2020. All schools with **new** NQTs from September are strongly advised to sign up. In conjunction with the North of Tyne Combined Authority, we have arranged a webinar containing an introduction to the Early Career Framework with presentations by the four providers, to help schools decide which of those providers is most suitable for them.

Date: 10 June Time: 2.00 - 3.30pm

NEW Meeting link:

https://gbr01.safelinks.protection.outlook.com/ap/t-59584e83/?url=https%3A%2F%2Fteams.microsoft.com%2F%2Fmeetup-join%2F19%253ameeting_YzZkODkyMjctOGU5NS00MmNkLWEwMGMtNDg1ZjcyNTMzZjdl%2540thread.v2%2F0%3Fcontext%3D%257b%2522Tid%2522%253a%2522b29fb4c0-0d04-4a9f-b462-c1294b1e1b47%2522%252c%2522Oid%2522%253a%252264be321c-3149-401d-b2bb-3f669daf7bc5%2522%252c%2522IsBroadcastMeeting%2522%253a%2522true%2527d&data=01%7C01%7Cdave.co.olson%40northumberland.gov.uk%7C1520231912fb4062663e08d80bafd0cd%7Cbb13a9de829042f0a980dc3bdfe70f40%7C0&sdata=qhZPE5RTcpwAxqhVw1vpTaJSQIIPENBBX%2BNn1Ff9H%2BI%3D&reserved=0

For more details about the Early Career Framework visit <http://northumberlandeducation.co.uk/ecf/>

DfE Updates

Extra mental health support for pupils and teachers

DfE PRESS RELEASE: The DfE has announced that there will be online resources and charity grants to help schools and colleges respond to the impact of coronavirus on mental health and wellbeing

<https://www.gov.uk/government/news/extra-mental-health-support-for-pupils-and-teachers>

Coronavirus outbreak FAQs: what you can and can't do

Frequently asked questions on what you can and can't do during the coronavirus outbreak.

UPDATED GUIDANCE: From 15 June, you must wear a face covering on public transport.

https://www.gov.uk/government/publications/coronavirus-outbreak-faqs-what-you-can-and-cant-do?utm_source=599d9411-1f52-41a3-9f6b-189cdc21e51b&utm_medium=email&utm_campaign=govuk-notifications&utm_content=daily

Actions for early years and childcare providers during the coronavirus outbreak

What childcare services early years settings, childminders and local authorities need to provide during the coronavirus (COVID-19) outbreak.

UPDATED GUIDANCE: The DfE have added a clarification on the requirement for providers to carry the appropriate insurance (for example, public liability insurance) to cover all premises from which they provide childcare or childminding.

https://www.gov.uk/government/publications/coronavirus-covid-19-early-years-and-childcare-closures?utm_source=0cbc5c5c-f45c-4dd4-bdbb-14e81aab0f8e&utm_medium=email&utm_campaign=govuk-notifications&utm_content=daily

Coronavirus (COVID-19): initial teacher training (ITT)

Information for providers about managing initial teacher training courses impacted by the coronavirus (COVID-19).

UPDATED GUIDANCE: The guidance has been updated to confirm arrangements for trainees *not* recommended for qualified teacher status (QTS) in the 2019 to 2020 academic year.

https://www.gov.uk/government/publications/coronavirus-covid-19-initial-teacher-training-itt?utm_source=e0548b33-0a2d-4ad5-9f05-7eeb53694744&utm_medium=email&utm_campaign=govuk-notifications&utm_content=daily

Schools forum operational and good practice guide

Information for local authorities, school leaders and governing bodies about their schools' forum obligations and duties.

UPDATED GUIDANCE DOCUMENT: The DfE has updated the operational and good practice guide: schools forums can meet remotely until 31 March 2021 due to coronavirus (COVID-19).

<https://www.gov.uk/government/publications/schools-forums-operational-and-good-practice-guide-2015>

Young Carers

There is a link below to an excellent resource produced by young carers about how they believe schools can support them during Covid19:

<http://northumberlandeducation.co.uk/wp-content/uploads/2020/06/Top-tips-on-identifying-and-supporting-young-carers-during-Covid19-how-education-staff-can-help.pdf>

Professional Development: Inspiring Difference

Headteacher Caron Johnson shares her approach to working with parents, staff wellbeing and pupil mental health in lockdown in a [We Are in Beta Webinar](#) on 23rd June at 6pm. This is for all heads and teachers, thinking about their Covid-response this July and September.

[Sign up](#) here to get your free ticket.

Education Endowment Fund (EEF): School Closures and the Attainment Gap

The EEF has published evidence on the impact of school closures on the educational attainment gap. Key findings include:

- School closures are likely to reverse progress made to close the gap in the last decade since 2011
- Supporting effective remote learning will mitigate the extent to which the gap widens
- Sustained support will be needed to help disadvantaged pupils catch up.

You can read the report [here](#).