

Tempo

in tune with the school workforce

Issue 9 / Autumn 2009



**A Day in the Life
- Family Support
Worker/Learning
Mentor**



**Lancashire
Teaching
Agency
expansion to
provide
Support Staff**



**Training for
Parent
Volunteers**



Also in this issue...

- **Teaching Assistant Network News**
- **Deadlines for Teacher Training Programmes**
- **Does your school need an extra pair of hands?**

Lancashire
County
Council 

Welcome

to Edition 9 of TEMPO, this edition can be accessed via the school portal and published on our website www.lancashire.gov.uk/education/swg

Lancashire Teaching Agency (LTA) Expansion of the Service

The LTA has provided Supply Teachers to Lancashire schools for six and a half years. Due to the success of the service, it has been agreed between Lancashire County Council and Reed that the LTA will provide a comprehensive solution to Schools' support staff needs.

The long term aim of the LTA is to provide recruitment solutions for all roles requested by schools including Science and ICT technicians, Site Supervisors and Administrators. The roll out will be in two stages, with Teaching Assistants (TA), as the first stage commencing from February 2009 building on the current provision available through Reed. Other support staff roles will be available in due course.

The expansion of the LTA has received the full support of the relevant Unions. The introduction of these new services will enable the LTA to facilitate the roll-out of the Workforce Reform Agenda in Lancashire. It demonstrates the commitment to provide a 'one stop shop' for school recruitment needs in Lancashire.

The aims of extended services are:-

1. To reduce the time schools spend sourcing their own staff leaving them more time to focus on pupils' needs.
2. To offer a fast, cost effective 'one stop shop' service to schools. 'One stop shop' will give schools the following:

- A single point of contact for all their recruitment needs.
 - Monthly invoicing issued by LCC. All Teaching Assistant placements from 1st February 2009 will be invoiced by LCC. All Teacher and TA management information will be consolidated on the existing LTA statements. Statements will be accessible through the schools portal.
 - Transparent pay and charge information for all categories of staff.
3. To provide staff who are deployed on Local Authority (LA) standard job descriptions and are paid in line with the LA's grading structure for these posts. School support staff will be interviewed by LTA consultants specialising in support staff, and put through a thorough vetting procedure including Enhanced CRB disclosure, five years concurrent references, qualifications and skills check.
 4. To ensure the professional development of the school workforce, driving up quality and retaining skills with the LA. The aim is to provide a route to permanent deployment, thereby assisting Lancashire's Recruitment and Retention strategies. Staff will, within one

term of commencing work, attend a Compulsory Induction programme. The programme for Teaching Assistants will include ECM outcomes, Health and Safety, Safeguarding, Behaviour management, Key Skills, Inclusion and ICT.

A Compulsory Induction programme will also be a prerequisite for all other Support Staff roles as the LTA expands further.

Teaching Assistant Induction

A compulsory roll out of induction for teaching assistants is now well underway following the successful pilot in January and two further courses in April and May 2009. The course is planned and delivered by Lancashire School Workforce Development Team. Teaching Assistants who attend will be provided with certification of attendance. Teaching Assistants will be exempt from the training if they have already attended the four day induction course.

The programme covers:

- Every Child Matters outcomes and how the role of a teaching assistant can contribute
- Health and safety - policies and procedures including accident, security and emergency
- Safeguarding - duty to refer, senior designated person, types of neglect, golden rules
- Behaviour management/building relationships what you say and how you say it, dealing with difficult situations
- LTA expectations of Teaching Assistants
- Basic overview of Inclusion - disability, SEN, EAL.

Feedback/ Comments received from courses:

"The course as a whole was a great refresher to all the different aspects of teaching and the school environment and gave a great path into further reading."

"I found the induction really helpful and informative which was delivered in a friendly and relaxed yet professional style. I feel reassured as a Teaching Assistant that I am equipped with the necessary information in order to carry out my role effectively."

"Huge range of information provided within the course with follow up leads very useful. The course was well organised with experienced and understanding presenters."

"The course provided a brief overview of all different topic areas which gave me a good understanding of current issues faced within schools."

"Very friendly and relaxed course and took into account different learning styles through the activities."

For more information on registering with the Lancashire Teaching Agency the telephone numbers for the two LTA offices are:

Tel: Preston - 01772 205800

Tel: Lancaster - 01524 843347



Website: www.lancashireteachers.co.uk

Teaching Assistant Network News

Did you know that Lancashire now has 12 Teaching Assistant Network Co-ordinators across the county?

The networks have been established to support teaching assistants in their roles and identify and provide professional development opportunities. The meetings are facilitated by 12 Teaching Assistant Network Co-ordinators (TANC)

Below is some information on 3 of the co-ordinators:

Name

Sarah Peckham

Area Covered

District 6 (rural)

School/Job role

TA (mainly based in Key Stage 2)
HLTA
Admin assistant

About me

Particular interest in Art & Design, and any crafts. Quite often covered in paint!!

What happens in our network

TA's and HLTA's from primary and secondary schools in Longridge and outlying rural areas get together. At general meetings we share knowledge and good practice, and we undertake training on various topics connected to our roles within school.

Contact me

Brabins's Endowed Primary School, Chipping
Tel 01995 61596/fax 0995 61828
Email: sarah@brabins.lancs.sch.uk

Name

Denise Butterworth

Area Covered

06 Preston
Ashton Cluster of Excellence
City of Preston Excellence Cluster

School/Job role

HLTA/TA3

About me

I have a BTEC certificate in Nursery Nursing and began working in special needs (Speech and Language) in 1996 at St. Bernard's School in Preston. Luckily for me in 1999 I managed to get a job working 25 hours a week as a Nursery Nurse (then a TA3) at Lea C P School Lea Preston.

I have worked throughout year groups and at present, work in foundation. I have thoroughly enjoyed my time at Lea and have been fortunate to have the support of the school to access various training and professional development .

In 2007 with the support of the school I gained my HLTA Status. I work closely with the class teacher in the new E.Y.F.S I have found it demanding in an enjoyable way balancing the role of H.L.T.A. and the role of TA3. I thoroughly enjoy my job and now I have taken the role of TANC I really would like to support other TAs in whatever professional development they feel they need.

What happens in our network

At the moment there is a Level 2 Numeracy running on Monday afternoons, hopefully next school year we're hoping to run Level 2 Literacy and Numeracy after school.

Over the past year we have held network

meetings, termly, these meetings are friendly and relaxed, discussing what TAs in our area wanted in terms of Continued Professional Development and giving the opportunity for TAs to get together to share good practise and discuss current developments in education.

We have held courses in Behaviour Management, Able, Gifted and Talented, Attachment Difficulties/Managing Children with ADHD, Anger Management / Self Esteem, Social Difficulties / Positive Behaviour Management and S.E.A.L.

Over the next year we are hoping to continue developing TAs professional development and share good practise.

Please contact me if you are in area 6 and I will gladly add you to my mailing list and let you know when our next meeting is

Contact me

Lea C P School
Greavestown Lane
Lea, Preston
PR2 1PD
Tel : 01772726408
e-mail butty@howgills20.freeserve.co.uk

Name

Linda Stansfield

Area Covered

Pendle / District 13

School/Job role

Earby Springfield Primary School
HLTA

About me

I am a mother of 2 teenage children and have been married for 16 years. One of my children has a full time SEN statement.

I have worked at Earby Springfield Primary School for 22 years. Over the years I have had lots of different roles within school which I have adapted to including, nurture groups, behaviour management and one to one support.

In the last 4 years I have been employed as a HLTA, planning for lessons and full classes from reception to year 6 to cover teachers P.P.A. time and absences.

I really enjoy my role within my school and consider it a really exciting time to be a teaching assistant within schools as I feel there are many more opportunities available for our professional development.

In my spare time I enjoy helping with my children's football club. I am currently the Child Welfare Officer.

What happens in our network

I work alongside Helen Smith from Primet High school. We run termly network meetings for TAs/HLTAs. Drop in HLTA workshop and 1-1 support can be organised for TAs wishing to apply for the HLTA status. We access and organise regular training sessions dependant on TA needs within the network - Behaviour Management, Literacy, and Inclusive Games already delivered.

Constant liaison with TAs via email / telephone / letter and even in Morisons and Asda!!!!

Contact me

linda.tanc@yahoo.co.uk
01282 843598

If you are interested in joining a network in your area, details of the TANCS are provided on the next page. In the next edition of TEMPO we will be publishing network case studies to give you an example of the activities that take place during the network meetings.

List of Teaching Assistant Network Co-ordinators (TANCs)

Name	Email Address	School Name & Number	District Covered	Contact Number:	Specialism
Helen Smith	helenksmith25@yahoo.co.uk	Colne Primet Primary (13101)	District 13 (Pendle)	01282 863970	Secondary
Linda Stansfield	linda.tanc@yahoo.com	Earby Springfield (13049)	District 13 (Pendle)	01282 843598	Primary
Elizabeth Taylor	liztaylor8836@yahoo.co.uk	Balladen CP School (14026)	District 14 (Primary Schools)	01706 215233	Foundation Stage KS1
Sandra Pilkington	s.pilkington@sasj.lancs.sch.uk	St Anne's & St Josephs RCP (11008)	District 11 (Hynburn/Ribble Valley)	01254 233019	Art/KS2 RE
Denise Butterworth	butty@howgills20.freeserve.co.uk	Lea Community Primary School (6037)	District 6 (Preston)	01772 726408	EYFS
Sarah Peckham	sarahp@brabins.lancs.sch.uk	Brabins Endowed Primary School (????)	District 6 (Preston)	01995 61596	Art & DT
Marie Fagan	fagan@westlancs.lancs.sch.uk	West Lancashire Community High School (8173)	District 8 (West Lancashire)	01695 721487	SEN
Jane Baird	janebairdtanc@yahoo.co.uk	New Longton All Saints Primary (7033)	District 7 (South Ribble)	01772 613470 M: 07832127435	Religious Education
Deborah Taylor	tayloratwayside@aol.com	Manor Road Primary (9025)	District 9 (Chorley)	01772 335699	Art & Design
Helen Noblet	hlmiddleton@blueyonder.co.uk	Penwortham Primary School (7043)	District 7 (South Ribble)	01772 743321	SEN
Tina Murray	TBC	Kirkland and Catterall St Helens Cof E Primary School	Fylde and Wyre	01995 603050	TBC
Lindsay Birbeck	TBC	Hapton CE Methodist Primary School	Burnley	01282 771657	TBC

A Day in the Life



Name: Rachel Baines
Qualification: B.A. Hons. Early Childhood Studies
 SWiS P.S.A. Diploma
Job Title: Family Support Worker/Learning Mentor.
Employed at: Ightenhill Primary School Burnley
 Padiham Primary School

6.00am My alarm goes off; it's the start of a busy day in my role of Family Support Worker in two primary schools.

First of all though, the dog needs walking, whilst walking, I think of the day ahead and the challenges it may bring.

7.20am Pack my bag and set off from my home in Chorley, travelling along the M65 to Burnley.

8.00am Arrive at my first school and set up the breakfast room for Breakfast Club, where 40 hungry children will soon be arriving.

The Breakfast Club gives me the chance to chat with the children whilst enjoying breakfast together, I also have a little time to help the children with some activities, sometimes it can be craft activities or playing games such as dominoes or swing ball..

9.00am There goes the bell, whilst the children are going into school, I take this time to catch up with the parents, about various issues, such as behaviour at home or reasons for absences, daily routines etc.

9.30am This is the time, when the children have registered, for me to attend to any attendance issues that may have arisen. I liaise with the school bursar regarding absentees and make any necessary phone calls.

10.30am Time now to spend time with the children, working with groups or giving one to one support. Some of the issues we discuss during this session are behaviour at home, attendance, routines and sometimes bereavement or any other problems they may be facing.

12.00noon It is lunch time, a quick sandwich and chat with other members of staff.

12.30pm I run a Games Club for the next half hour, an enjoyable sociable time for me and the children, playing some of our favourite games together.

1.00pm I start to get the room ready now for a Family Learning course that is running in school. I make sure that all resources are available, I get the tea and coffee ready and after greeting the parents, I take my leave, as I am not delivering this course today. I spend the next hour liaising with outside agencies, including my weekly discussion with the school nurse, making phone calls to parents, setting up meetings, and meeting with parents and visiting the local Children's Centre.

2.30pm I collect the children and we join the parents to complete the Family Learning session. It's lovely to see how much the children like having their parents in school.

3.30pm Children set off for home, and I open the library for parents and children to choose books together.

4.00pm Time for me to head off home too, but first I check on any paper work that needs completing and any phone calls that need making.

5.00pm I decide to spend some time at the gym instead of going straight home.

6.00pm Cook supper, now it's time to relax, watching TV and reading books

11.00pm Time for bed, lights out, a chance to look back over my day, thinking of all the challenges it has given me but best of all, all the many rewards that my job brings.

I wonder what tomorrow will bring?

Supporting Parents in West Lancashire

Teacher Advisers from the School Workforce Development Team (SWDT) and officers from the West Lancs Extended Services Team have been working in partnership on a unique joint project to enhance access to parenting support through schools in West Lancashire.

The idea came from consultation with several head teachers who expressed an interest in developing access to parenting support through their schools.

The Extended Services Team made a successful funding bid for 25 schools across the West Lancashire District to access 'Parent Support Adviser' (PSA) Training (delivered by the SWDT). All schools across the district were invited to apply for a fully funded place on the course (which would usually cost £140 per delegate).

The Extended Services Officers and advisers from the SWDT worked closely to develop a bespoke course based on existing PSA training already used across Lancashire, with a focus on Extended Services and local priorities in West Lancashire.

Each representative attended 6 sessions coordinated by the SWDT. These were facilitated by representatives from: The Educational Psychology Service, the CAF team, Children's Social Care and Teacher Advisers, focussing on subjects such as relevant legislation,

integrated working and the role of the Parent Support Adviser. Specific information sessions were also facilitated by the Extended Services Officers and the District Parent Support Advisor to promote awareness of local services.

The project had three main aims, all of which had the overarching aim of supporting each school to meet the parenting support element of the Extended Services core offer. Firstly to support schools to develop creative and relevant approaches to engaging parents in their school, secondly to enhance their knowledge and provision of parenting support across the district, and thirdly to sustain a future network of staff across the 25 schools through which good practice and local information can be shared and developed.

Feedback from the training has been very positive. Delegates from the group are due to meet again in the Autumn term to review their experiences of the training and to combine their expertise to develop a proposal for more effective ways that services can share information with schools.

For more information about Extended Services, please visit www.lancashire.gov.uk For more information about courses on offer through the School Workforce Development Team, please contact Maureen.nash@lancashire.gov.uk

Progress in Playwork - Kate Briggs

Kate recently gained Playwork Level 3 Award for Early Years Practitioners. Attending the course, run by the School Workforce Development PlayworkTeam, had a huge impact on her work.

Kate tells her story...

I immediately felt re-charged! From day one of this course I felt the need to return to my setting and change the way so many things were done.

Snack time is now only 'overseen' by a member of staff, with the children choosing and preparing their own food. They seem to enjoy it.

Input regarding play choices and how it's done was enlightening. So many pieces of equipment weren't used because the children had forgotten about them, as had the staff. The introduction of a

catalogue with pictures/photos is helping enormously.

One aspect of the course that I found particularly useful was 'consulting with children'. Discussion with the tutors/playworkers gave me lots more ideas for getting the children involved with their ideas/needs. Taking information back to the group has proved interesting especially the information on 'play-cues'. We've all ended up with sore lips - trying not to intervene unnecessarily.

Information from the trainers has been plentiful, succinct and well delivered and I really enjoyed the course.

For more information on this 10 session course, or about Playwork NVQ's, please contact Shelagh Byrne 01772 530805 or shelagh.byrne@lancashire.gov.uk

Fathers and Kids Together (Marsden Community Primary School, Nelson, Lancashire)

Marsden Community Primary gained The Leading Parent Partnership Award and FAKT was one of their projects. The last OfSTED report said the extensive links with the community through a wide range of visits and visitors and the outstanding extended services provision, add further significant enrichment to the curriculum.

The 'Fathers & Kids Together' group (FAKT group) meets once a week during school term time. The project is a partnership between the School and two local Sure Start Children Centres.

Sessions take place afterschool. Fathers and Children have the opportunity to participate in a variety of activities.

These include the following:

- **Healthy Cook & Eat sessions.**
- **Arts & Crafts.**
- **Sports sessions.**
- **I.C.T sessions.**
- **Outdoor pursuits.**
- **Visits to allotments.**
- **Crown Green Bowling.**

Many fathers now view the FAKT group as a social network where they have the opportunity to meet other fathers and participate in a variety of activities with their child(ren). The confidence of the fathers attending the group has significantly increased.

As a result of the project, the school is now viewed as 'Father friendly'. There is a good attendance from Fathers and Children at each session.

Fathers attending the group are informed of relevant opportunities in school and the local community e.g. most of the fathers have successfully completed an Emergency First Aid course, some fathers have attended Adult learning courses at the school.

As a result the number of fathers attending school events has increased. Many more fathers now attend Parent Consultation Evenings and curriculum related events such as Science afternoon, Literacy and Numeracy afternoons.



SCHOOL ADMINISTRATORS TRAINING UPDATE

Certificate of School Administration (CSA) Manchester Metropolitan University

Certificate in School Business Management (CSBM) National College of School Leadership

Places for the Certificate in School Administration cohort commencing in September have now been allocated. 20 administrators will start the Certificate of School Administration in October. 25 students are due to commence the CSBM qualification in November 2008. The demand for these qualifications remains high and we are working to secure further places later in the year. Any additional places we obtain will be offered firstly to those who applied in July but did not receive a place, any remaining places will be advertised on the schools portal.

National Certificate in Educational Administration (NCEA) Oxford Open Learning

Feedback on the NCEA course to date has been positive for this online distance learning qualification. Applications for this course can be made directly to the School of Educational Administration www.admin.org.uk. Please note that due to the cost of this qualification (£800 per person), the School Workforce Development Team are unable to subsidise any further places for this course in 2009/2010.

Administrator Workshops

Thanks to all those who attended the Administrator Workshops at Lancashire College, Chorley on 17 June. Unfortunately due to low demand, the workshops scheduled to take place at The Adult College, Lancaster have been cancelled. It is hoped that this will be rescheduled later in the school year. All those who applied for the cancelled course will be contacted directly when arrangements have been made, and details will also be published on the schools portal.

National College for Leadership of Schools and Children's Services (formerly the National College for School Leadership)

Did you know that you can now become a member of the National College for Leadership of Schools and Children's Services? Membership is free and if you register you will receive a monthly e-newsletter personalised to your role and region, access to enhanced regional online networking, personalised guidance on career and leadership development and opportunities to be involved in consultations around policy development and college initiatives. To find out more about the membership scheme and to register go to www.nationalcollege.org.uk

Lancashire Parent Partnership Award (LPPA) National Success in Fleetwood!

Schools in Lancashire have been celebrating success in gaining the Leading Parent Partnership Award. This award is a DCSF recognised quality mark for schools that work well in partnership with parents. It helps schools to develop this work, through a supported process of self evaluation planning, and recognising good practice in parental involvement.

The McKee Centre has celebrated its success in becoming the first Secondary Short Stay School in England to be awarded the Leading Parent Partnership Award. The LPPA coordinator in the school said she was proud of the achievement and pleased it recognised the emphasis of the school in working with parents, families and carers with a holistic approach to childrens' learning.

The LPPA verifier identified many strengths of the McKee Centre's exemplary parental involvement including, "LPPA has been integrated into the practice of the centre in a thoughtful, analytical way." and "The determination, commitment, leadership, drive and enthusiasm of the Headteacher, LPPA coordinators, governors and staff to build and develop parent partnership." Congratulations!

**For further information on LPPA, please contact Maureen Nash - Teacher Adviser
Tel: 01772 530805 Mob: 07887 831316
Email: maureen.nash@lancashire.gov.uk**

Progression Routes for Minority Ethnic members of the School Workforce

The Recruitment and Retention Team held a professional development event for members of the ME school workforce in July 2009. The event focussed upon a range of progression routes for staff at various stages of their career and across both teaching and support staff posts.

The event was opened by Ruby Hussain, Headteacher of Beardwood High School, who gave delegates an overview of the journey she had taken to Headship and the people and events that had inspired her within her career. Delegates were then able to choose two workshops from a wide selection including:

- **Coaching Skills;**
- **Making Applications for Promoted Teaching Posts;**
- **CPD for Teachers;**
- **Applying for Initial Teacher Training; and**
- **Applying for HLTA Status.**

John O'Callaghan (Succession Planning Consultant from the National College for Schools and Children Service's Leadership) closed the event by setting its context within the need not only to ensure that schools are adequately supplied with leaders at all levels into the future, but that the school workforce is diverse and representative of its pupils.

Participants were asked to identify the sorts of activities they would like to see Lancashire implement as a result of the event and to further support the diversity of its workforce and these included:

Regular provision of events of this nature;
The creation of a dedicated Moodle site for ME members of the school workforce;
Networking opportunities for staff to meet each other and provide mutual support;
Opportunities to undertake a "mock" job interview
Guidance on application and interview techniques.

The School Workforce Group will now look at practical ways of implementing this support. If you would like to contribute to this work or be involved in any way, please contact kate.armstrong@lancashire.gov.uk.

DEADLINES FOR THE GRADUATE AND REGISTERED TEACHER PROGRAMME

Our next round of deadlines for registrations is fast approaching.

When to apply

The next intake for both Primary and Secondary applications to the GRTP is September 2010. The application process for this round will open on **1 December 2009** and close on **31 January 2010**. Registration Forms will be available on this site from 1 December 2009.

Primary applicants please note:

All Primary applicants must already have had their degree awarded by the closing date 31 January 2010 to be eligible to apply.

Secondary PE applicants please note:

Due to the high number of applications we have received for PE in past rounds we can no longer consider anyone whose degree is not awarded and require applicants to have gained **substantial** experience within a Secondary PE department. Additional guidance and requirements, specifically for PE applicants is available to download on our website.

For further advice and application forms, please see our website - www.teachingin.lancashire.gov.uk.

Changes to the Programme

From September 2009 this Consortium will no longer offer a January intake. Therefore **ALL** places for both the Primary and Secondary Graduate and Registered Teacher Programmes will commence in September with an annual closing date of 31 January.

From September 2008 English (including Drama and Dance) will no longer be considered as priority subjects for the Secondary programme by the TDA; this will have a huge impact on the availability of non-priority subjects. As a result the Consortium has found it necessary to limit the non-priority subjects it can offer. Unfortunately, from September 2008, applications for non-priority subjects will only be considered for **English, PE and History**. Dance and Drama will also be considered **providing** applicants secure the support of an appropriate school (i.e with Performing Arts status).

In addition to the assessment for English, **Primary applicants** will also be required to complete an assessment in Mathematics. The assessment is designed to assure the Consortium and the school that the candidate has the level of competence required to achieve at least level 5 in the Primary Curriculum

If you would like to speak to a member of the Recruitment & Retention Team about teacher training, please contact 01772 531885.

Access to Employment Training Courses

The Recruitment and Retention Team will be holding a number of Access to Employment in Schools Courses across the coming academic year aimed at people who are thinking about working in schools.

Courses will be held in the following locations:

Autumn Term 2009:

Preston - Sure Start Preston West Children's Centre
Lancaster - Firbank Children's Centre

Spring Term 2010:

Burnley - Stoneyholme Nursery School
Leyland - Wellfield Business and Enterprise College

Summer Term 2010:

Nelson - Nelson Training 2000
Rawtenstall - The Old Fire Station

The course includes centre-based sessions which:

Examine transferable skills relevant to the school's workforce;

- introduce the range of employment opportunities in schools;

- offer guidance and support for job applications and interviews;
- offer advice regarding further training and qualifications; and
- provides safeguarding training.

An important part of the course involves a school placement so that people can see what it is really like to work in a school. Often, participants are interested in working as Teaching Assistants, but many participants are also interested in welfare and administrative posts.

The Recruitment and Retention Team will be looking for schools across Lancashire to host placements in the coming year. This could be a fantastic opportunity for you to learn of people in your local community who are looking to volunteer in school and could also support you in recruiting high quality staff.

If your school would be interested in hosting a placement, please contact Kate Armstrong on 01772 532643 or email kate.armstrong@lancashire.gov.uk

NQT Assessment Forms 2009-2010

The NQT Steering Group would like to take this opportunity to thank all schools for submitting their NQT Induction Forms during the academic year 2008 - 2009.

More than 300 NQTs completed their Induction Year in Lancashire in the last academic year, a considerable achievement and testament to the support schools give to NQTs within this Authority.

The Authority's NQT Induction Steering Group will be meeting over the coming academic year to approve all paperwork for NQTs completing

their first, second and third assessment periods on the following dates.

- **Friday 23rd October 2009**
- **Tuesday 5th January 2010**
- **Wednesday 24th February 2010**
- **Tuesday 20th April 2010**
- **Tuesday 8th June 2010**
- **Monday 26th July 2010**

Hard copies of assessment forms should be forwarded to Kate Armstrong, Room 505, East Cliff JDO Offices, East Cliff, Preston, PR1 3JT for submission to these meetings.

Need an **extra** pair of hands?

Lancashire County Council support two workforce planning solutions known as 'WorkStart' and 'Future Horizons'.

These can offer you the chance to secure an extra pair of hands during busy periods including teaching assistants, site supervisors, administration, IT support etc.

WorkStart is all about getting local people off benefits and back into work.

They are offered a 'hands on' 30-day work experience placement, which doesn't cost the school a salary - just minimum expenses for travel and

lunch during the placement. Although there is no commitment at the end of the placement, you could consider using this resource further, to fund a training placement for a further six months and/or allow them to do an apprenticeship.

Future Horizons is aimed at local 16-18 year olds in your area, who are not in education, training or employment and include looked after children leaving care.

Part of this programme is with the North Lancs Training Group which works with the candidates on a City & Guilds qualification. They also get

actual work experience for an eight week period, doing three or four days a week.

Again, there is no commitment at the end of the placement. But there is an opportunity to offer an apprenticeship on a temporary training contract, paying the national minimum of £95 per week for a 12 month period.

There is no commitment required by the school following completion of these programmes. However, if you wanted, it could be your chance to try out a member of support staff before committing to a 12 month apprenticeship programme.

Lostock Hall Community High School and Arts College indicated:

"Without the WorkStart programme we wouldn't have been able to give Amy the opportunity of work. As a direct result of this, Amy is now a permanent member of the Admin Team within school and has proved her worth 10 times over. There must be other people out there just waiting for the opportunity of work and WorkStart is the ideal solution.

"I would have no hesitation in recommending WorkStart to any manager"

For further information please contact:
 claire.massey@lancashire.gov.uk
 Telephone 01772 536814
 and 07827 873843.



PARENTS IN SCHOOL - A course for Parent Volunteers

This course aims to inform parents of the curriculum taught in schools and how they can support their children's learning both at home and in school.

It also provides information on progression routes for parents own learning.

For further information contact Jean Mayers at jean.mayers@lancashire.gov.uk

During the Summer Term, four schools in Lancashire delivered this course for their parents, here are some of their comments:

St. Wulstan's & St. Edmund's Catholic Primary School Fleetwood

"I would recommend any parent to do this course"

"This course has helped me understand how my child is learning"

Baines Endowed, Thornton

"As a new parent in school this course has been invaluable"

"Thanks you for the opportunity to see how children are taught today"

"I enjoyed the interaction with the children and seeing the teaching at first"

Lomeshaye Junior School, Nelson

"It was an eye-opener and very informative"

"I thoroughly enjoyed this course; I feel I know the teachers better now"

"This course has given me a better insight of the school curriculum"

Burscough Village Primary School

"The whole course was outstanding. I particularly enjoyed going into the classroom and working with the children"

"I want to thank Burscough Village School for running this course. It has helped me so much to support my children in their homework"



STOP PRESS...STOP PRESS

Administrator Representative Group Facilitators Urgently Required!

The School Workforce Development Team is subsidising administrator representative groups across the county. Facilitators will be paid supply costs for organising the meetings, and venue/refreshment costs will be reimbursed to the host school.

We are thrilled that we have facilitators confirmed for Lancaster, Preston & South Ribble, Burnley & Pendle and Hyndburn & Rossendale but still need a confirmed facilitator in the following areas:

- **Chorley & West Lancashire**
- **Fylde & Wyre**

If you are interested in becoming a facilitator, or interested in joining your local network contact Laura Marcella on 01772 534808 or email laura.marcella@lancashire.gov.uk for further information.

Have Your Say

If you have anything you'd like to see in future editions of TEMPO, or have a story you'd like to share with other schools in Lancashire, let us know.

Don't Forget

We put as much information as we can for schools on our website

[www.lancashire.gov.uk/ education/swg](http://www.lancashire.gov.uk/education/swg)

Don't forget to log on to keep up to date with the latest news. Electronic copies of this magazine will also be downloadable from the site.

Contact us

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