



# Minutes

## Challenge for All Management Group Meeting

**Date and Time:** 28<sup>th</sup> September 2010 at 12pm

**Venue:** Thorpedene Infant School

**Attendees**

Frances Neil (Chair)	St Marys C of E Primary School
Caroline Gaitely	Southend High School for Boys
Kelly Sheern	Thorpedene Junior School
Lisa Clark	Hamstel Infant School
Nick Booth	Thorpedene Infant School
Patrick Walls	St Bernards High School
Graham Osborne	EAL Co-ordinator, Southend Education Trust
Gill Clifton	Southend Education Trust

**Note taker**

Sherrie Miles

### 1. Welcome and Apologies

Frances Neil welcomed all and apologies were received from Sarah Beales. Glen Wickham and Judith Puddick were noted as absent.

**Action Items**

**Person Responsible**

### 2. Notes of Previous Meeting

The notes of the previous meeting dated 22<sup>nd</sup> June 2010 were agreed and signed by the Chair.

**Action Items**

**Person Responsible**

### 3. Matters Arising

No matters arising

**Action Items**

**Person Responsible**

### 4. EAL Update from Graham Osborne, EAL Co-ordinator

GO confirmed that following the request to schools for EAL data, 6 responses have been received to date, this will be followed up by an email and telephone call and GO is hoping for a good (30%) response.

Southend teachers have requested that GO research accredited EAL training courses. GO contacted four accreditation organisations and The College of Teachers was the most pro-active. GO and The College of Teachers have drawn up the framework of an 18 hour course with face-to-face and online elements. GO demonstrated the training package – this course is ready to roll out as a pilot from 1<sup>st</sup> November 2010 (demonstration page can be viewed at:- [www.languagegarden.org/lessons/activities/navigation.swf](http://www.languagegarden.org/lessons/activities/navigation.swf)). This is an accredited course and the participant will receive a NVQ Level 2 qualification on completion – they will also receive a certificate from SET. It is hoped this could be piloted initially with 10 participants or 4 schools.

A discussion took place regarding the training and the following arose:

- Schools with a high level of EAL e.g. St Helens (60%) to be included in pilot
- 1 school from each locality to take part
- First tranche to be funded from EAL or Challenge for All budget



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Action Items	Person Responsible
<ul style="list-style-type: none"> <li>• Circulate a copy of the training presentation with minutes</li> <li>• EAL training presentation to be made at Challenge for All Primary Co-ordinator meeting on 10<sup>th</sup> November 2010</li> <li>• Produce budget for training, plan and identify schools to take part in pilot based on location/data received</li> </ul>	SM GO GO

## 5. Update and decision re: Blade Education and English for England

A discussion took place regarding Blade and English for England and the following points arose:

- Many schools are not using Blade Education, is it viable for schools to register independently?
- The data from English from England is not clear – the figures do not show how many schools are accessing the site

Action Items	Person Responsible
Email schools to explain costs of services and gauge response. Re-visit once fully-costed budget for training known and therefore balance available in the budget(s)	GO

## 6. Challenge for All Monitoring Plan

GC confirmed that SET would like to streamline the monitoring of projects. At present there are various management groups relating to the various projects SET are involved with. SET propose that three Steering groups are formed and each project would feed into one of these groups and the current Management Groups disband. The three new Steering groups are Curriculum, Support for Learning and Workforce Development. It is proposed that the current Challenge for All Management group could evolve into the new Support for Learning Steering Group. This group would be responsible for monitoring key target areas in the action plan for the following projects:-

EAL Counselling project at Belfairs Southchurch Vocational College Nurture Unit at Thorpedene	Aimhigher Primary Mental Health Worker One to One Tuition	Challenge for All ViSS CRB
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A Co-ordinator from one of the included projects could be invited to report at the meetings as and when required. GC advised that each Steering group would need to include a Trustee representative - Trustee nominated for Support for Learning is Marianne Turner.

Action Items	Person Responsible
<ul style="list-style-type: none"> <li>• Challenge for All Management Group to evolve into the Support for Learning Steering Group – Marianne Turner to be formally invited to join the group - all meeting dates to remain the same</li> <li>• Hard copies of SET Monitoring Plan to be distributed to all members</li> <li>• Electronic version of SET Monitoring Plan to be circulated with minutes</li> </ul>	FN SM SM

## 7. Co-ordinator Report

NB confirmed at present he is using the majority of his time supporting schools in achieving the Challenge Award. NB would welcome some assistance in supporting schools working towards the Challenge Award as he is finding he does not have any time to monitor bids. CG showed interest in becoming a NACE Assessor and GC confirmed Judith Puddick, who is already a trained NACE Assessor, is retiring and would be happy to continue supporting



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schools from October 2010 but the cost of JP working as an assessor would need to come from the Challenge for All budget.

Action Items	Person Responsible
<ul style="list-style-type: none"> <li>Judith Puddick to be contacted with regards to NACE Assessor work</li> <li>Bridget Frampton to be contacted with regards to NACE re-assessment training on 22<sup>nd</sup> October 2010</li> <li>Discussion with Caroline Gaitely regarding Assessor Training</li> </ul>	NB NB NB

## 8. Progress on schools achieving Challenge Award

This point was covered with item 7 on the Agenda

Action Items	Person Responsible

## 9. Challenge for All budget update and agree any actions relating to finance

NB has contacted SET Finance Dept and is awaiting Finance Report

Action Items	Person Responsible

## 10. How to celebrate achievements of Challenge for All – at next Partnership Meeting or other Fourm

Ideas of how to celebrate the achievements of Challenge for All were discussed and the following points arose:

- A big celebration is not advisable due to the current climate
- A celebration event could be held in a local school or projects showcased at a Network Meeting. Certificates could be issued and photos uploaded to the Challenge for All Fronter page.

Action Items	Person Responsible
GC and NB to meet and discuss options	NB and GC

## 11. Any other business

None

Action Items	Person Responsible

## 12. Date, time and place of next meeting

Tuesday 25<sup>th</sup> January 2011, 12pm to 2pm at Thorpedene Infant School

Action Items	Person Responsible

Agreed \_\_\_\_\_ Date \_\_\_\_\_