

New Headteacher familiarisation course

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Introductions

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Content

- Roles and responsibilities
- Support available
- Current themes / issues
- Challenges
- Case studies
- Table sharing / Feedback
- Support & training available

Headteacher roles and responsibilities

Financial

HR

Governance

EFS support offer

Strategic

- Medium / long term planning advice
- Financial modelling
- Sensitivity analysis
- Financial planning software.

Operational

- Budget monitoring, planning & control
- Interpretation of reports & benchmarking data
- Financial systems queries
- Range of financial training courses.

Compliance

- Scheme for Financial Management
- School finance regulations
- Schools Financial Value Standard
- Use of balances
- Audit recommendations.

Current & future financial challenges

- Impact of the National Funding Formula
- Staff pay inflation / increase in teaching starting salaries
- High needs costs – increasing pressure on individual school and central budget
- Uncertainty of the COVID impacts
- Unknown future financial impact of government decisions / policies (review of teacher's pay structure).

EPS support offer

EPS Helpdesk

**Manual of
Personnel Practice
(MOPP)**

Casework support

**Discretionary
Services**

Current & future staffing challenges

- Recruitment and Retention
- Staff wellbeing
- Flexible working
- Leadership
- Affordability

Governors' support offer

Advice, support and training service to governing bodies and schools. We also provide a clerking service to schools in Hampshire.

Co-ordinators work closely with HIAS colleagues and other services to support governance where schools are in challenging circumstances.

We support and lead governing bodies through structural changes in schools, e.g. federation, ensuring legal obligations are met.

Support for governors through the selection and interviewing process of new Headteachers.

Headteacher challenges

- Underlying issues:
 - Falling numbers on roll
 - School balances
 - Staffing issues / restructure
 - Performance management issues
 - Education performance issues
 - Wider school implications
- (in notes - all these issues cut across each other)

Table sharing exercise

Experience to date that would like to share

Case study 1

- As a newly appointed Headteacher you have inherited a staffing structure which you do not think is appropriate for the needs of the school and would like to review
- The school budget is currently fairly healthy and the school is usually over-subscribed so pupil numbers are stable and you are a 'good' school
- Your governors have indicated that they will not support a proposed restructure that is not financially driven or linked to school improvement.
- How will you persuade the FGB that staffing changes are necessary and make a case for your proposals?

Case study 2

- A school has falling numbers on roll due to a change in Ofsted rating which has a big financial impact on the budget. The staffing structure needs to be reviewed to reflect the reduction in the number of classes.
- Where would you start?

Case study 3

- Your Chair of Governors has been chair for over ten years. They are well-established and well known in the school and beyond. There is some evidence to suggest he/she often strays into the operational side of things and seems to know staff very well – and their families!
- He/she is resistant to the restructure and does not see the need. It's possible there are other governors who are likely to react in the same way.
- How will you proceed?

Group feedback

On the case studies

Well done!

What further support is available

Education Financial Services:

Training offer

Course title	Course overview	Price
IBC Portal: New user	<ul style="list-style-type: none"> ✓ functional use of key areas ✓ business processes and regulations 	SLA
School Finance	<ul style="list-style-type: none"> ✓ Roles and responsibilities ✓ Financial compliance ✓ School funding ✓ Budget planning and monitoring ✓ Financial efficiency 	SLA

Education Financial Services:

Contact information

- **Website:** www.hants.gov.uk/efs
- **Email:** efs.help@hants.gov.uk
- **Telephone helpdesk:** 01962 847549

Education Personnel Services:

Training offer

- Safer Recruitment
- Performance Management
- Absence Management
- Investigation Skills
- Staffing Reductions/Restructure

All training programmes can be delivered on a commissioned basis for an individual school (or cluster of schools)

Education Personnel Services:

Contact information

- **Website:** <https://www.hants.gov.uk/educationandlearning/education-personnel-services>
- **Email:** eps.consultants@hants.gov.uk
- **Telephone helpdesk:**

Governor Services:

Training offer

- In any given term the service runs approximately 70 centre-based training events around the county.
- If any specific new national initiatives are identified, we will arrange large briefing sessions to ensure governors are informed as quickly as possible.
- We produce and circulate a fortnightly update communication to governors and clerks and a termly newsletter. We also produce the more in depth 'Hampshire Governor' publication twice yearly.
- The arrival of Covid saw us transfer as much of the offer as was practical to webinars.
- Customer satisfaction remains at over 90% and 97% of schools in HCC buy into the service SLA. We also have customers in other local authorities.

Governor Services:

Contact information

- **Website:** www.hants.gov.uk/governors
- **Email:** governors@hants.gov.uk
- **Telephone helpdesk:** 0370 779 0800



Thank you