



GEP ACADEMIES WEEKLY BULLETIN WEEK COMMENCING 29 March 2021

Reminders for this coming week:

Forthcoming meetings:

**CONFLICTS OF
INTEREST
COMMITTEE**
20.04.21
09.30 – 11.00

**GEP/AST JOINT
EDUCATION
COMMITTEE**
28.04.21
08.00 – 10.00

**TRUST ACTION
COMMITTEE**
29.04.21
Time tbc

**AST/GEP JOINT
HEADS MEETING**
20.05.21
Time TBC

**RESOURCES
COMMITTEE**
20.05.21
13.00 – 15.30

**GEP/AST JOINT
EDUCATION
COMMITTEE**
09.06.21
08.00 – 10.00

GEP ALL HEADS
15.06.21
TIME TBC

Spotlight on Schools:

In this final week of term, it seems appropriate to focus on some work that our pupils and students have been producing over the past few weeks. This is a reminder of why we are all here; we are here to allow our pupils and students the opportunity to produce work which makes them proud of their abilities and to build their knowledge and confidence to enable them to remain that way.

Loseley Fields

High Quality Lockdown Learning

Due to the rise in PP numbers this term, we have reignited an old relationship with the Delight charity. They are a charity who promote outcomes in literacy through access to the arts. Year 3, 4 and 5 will access the sessions this year. Each year group receives 6 weeks of learning with experts in their field. Staff in these year groups partake in bespoke CPD to ensure we get the best outcomes for children. Each project is launched through an exciting opener and closed through a wow session that includes parents. All the projects have been planned so that children and bubbles isolating can still access the sessions. The charity is known for the quality of their artists as well as the quality of the resources given to the children. For our Year 4 children this work coincided with the national school closure in the Spring term so all the work had to take place through live teaching remotely.

Hannah from Paintbox took us through the 'Out of this World' art project remotely over 5 weeks, both with the children at home and those in school. The children started with a virtual tour of the Watts Gallery, where they found out about some of his



artworks in detail. They then experimented with watercolours, pastels and salt/brush powder to create different effects around a 'space' word. They used these techniques to create planet surfaces and galaxy textures, which they used to create a diorama of their own space scene. Next, they used the remainder of these watercolours to

create larger space scenes, where they added planets and shooting stars, spaceships, aliens, constellations etc to create their own larger space scene and finally used

foamboard shapes and gold tissue paper to create their own gilded frame. The end results were fabulous - all really varied and all stunning! Each child also produced their own exhibition label and we are looking forward to putting up our exhibition, as well as putting on our own virtual exhibition online.

Guildford Grove



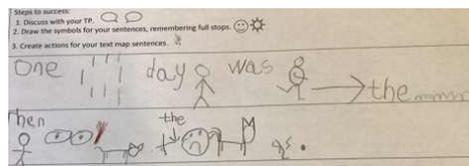
Above is work created by some of the pupils in their specialist centre for the deaf, The Lighthouse. They have been learning about rainforests in their science work and have created art linked to that work and posters regarding deforestation.

Sandfield

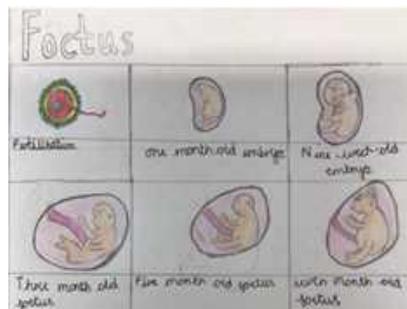
The sunshine has brought the pupils of Sandfield learning outdoors



Year 1 have been working on their sentence structures

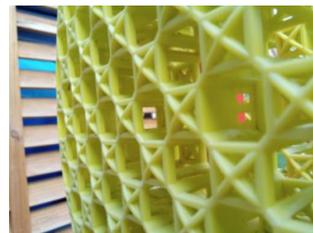


Year 6 have been studying foetuses



George Abbot

Before half term, the photography department challenged Year 8 students to try and find something beautiful in what otherwise would be classed as every day 'boring' objects. It was lovely to see the Year 8 students engaging with other skills in lockdown and using the opportunity to be mindfully creative. Excellent effort from all those who took part. A special 'well done' to Thomas Holloway, Lauren Butler and Jessica Nicholson, whose photographs are shown here.



Actions for Governors and Trustees:

The next training session available to all governors will be Exclusions given by Gary Lelliott, Head of Governance, tomorrow, Tuesday 30 March at 6.30pm.

The session will provide:

- an overview of the process
- details on scrutinising the headteacher's decision to permanently exclude
- information on conducting the governor panel and the associated decision making

[Book your place here.](#)

Andrew Roach, Director of Education, will be giving the session: "Ensuring accurate assessment and trust wide consistency" on Monday 26 April, online, for all governors at both Athena Schools Trust and GEP. This will cover:

- Education monitoring
- School improvement planning and quality assurance
- How to monitor and triangulate data including how to ask the right questions

[Book your place here.](#)

School Improvement Update:

JCQ Guidance

The following listed JCQ guidance documents can be found [here](#):

Centre Guidance (JCQ Guidance on the Determination of Grades for A AS Levels and GCSEs Summer 2021)

Student Guidance (JCQ Guidance for Students and Parents on Summer 2021)

Centre Policy (Summer 2021 JCQ Guidance - Centre policy)

Assessment Record (Summer 2021 JCQ Guidance - Assessment Record template)

Head of Department Checklist (Summer 2021 JCQ Guidance - Head of Department checklist)

Centre Policy Summary Form (Summer 2021 Centre Policy Summary Online Form)

A/AS Level Grade Descriptors (Summer 2021 Grade Descriptors A-AS Levels)

GCSE Grade Descriptors (Summer 2021 Grade Descriptors GCSE)

Worked Grading Examples (Summer 2021 JCQ Guidance – Worked Examples)

Private candidates (Summer 2021 Private Candidates – FAQs)

Centre guidance for private candidates (JCQ Interim Guidance for Private Candidate Centres)

Retention of evidence (Retention of evidence – Summer 2021)

Centres will need to submit their Centre Policy by 30th April (the window opens on April 12th) via the Centre Admin Portal (CAP). A JCQ template has been provided to assist with this. Each centre will only need to do one policy (not one policy per board).

Awarding Organisations will be releasing to Centres (not publicly at this stage) the additional assessment materials by March 31st. It is our understanding that these sets of questions will be accompanied by mark schemes. Additional materials are then expected on April 12th, including marking exemplification. On April 19th the assessment materials will then be made publicly available. The deadline for submission of grades is June 18th.

Throughout the period 19th April – 11th June, Awarding Organisations will be reviewing Centre Policies and conducting virtual visits where they are deemed to be needed. Between 18th June and 16th July Awarding Organisations will conduct sample checks of evidence.

There is a priority appeals window, largely intended to quickly work through appeals for those students going onto higher education. The non-priority appeals window may mean that some of the associated work for schools relating to GCSE pupils, for example, can be completed slightly later.

Timelines and key dates

The key dates to be aware of are:

22 March to 22 April: Entry amendments window open for centres

31 March: Additional Assessment Materials (sets of questions, mark schemes and mapping)

12 April: Additional support materials (marking exemplification)

12 April to 30 April: Window for Centre Policy submission via proforma on CAP (Centre Admin Portal)

19 April: Additional support materials (grading exemplification) and additional sets of questions publicly available

19 April to 11 June: Awarding organisations review Centre Policies and conduct virtual visits where needed

26 April: Entry deadline for Private Candidates

26 May to 18 June: Window for Teacher Assessed Grades submission opens via awarding organisations' respective portals

18 June to 16 July: Awarding organisations conduct sample checks of evidence (** in exceptional circumstances, sample checks may take place until 23rd July*)

10 August: A/AS Levels and relevant other Level 3 results day

12 August: GCSE and relevant other Level 2 results day

10 August to 7 September: priority appeals window

10 August to 16 August: student requests centre review

10 August to 20 August: centre conducts centre review

11 August to 23 August: centre submits appeal to awarding organisation

10 August to end October: majority of non-priority appeals take place

10 August to 3 September: student requests centre review

10 August to 10 September: centre conducts centre review

11 August to 17 September: centre submits appeal to awarding organisation

School Operations:

End of shielding

Following the latest government guidance on shielding, staff who are clinically extremely vulnerable are no longer being asked to shield after 31 March 2021 and can return to work. Individual risk assessments should be reviewed to support the return to work.

IR35

Back in 2017 the government introduced the requirement for public sector organisations to be responsible for deciding if intermediaries legislation (IR35) applies to contractor/freelance engagements and if so, that the fee payer is treated as the employer for tax and national insurance purposes. The legislation does not apply to a worker whose services are being provided by an agency or a managed service company (who operate their own PAYE and payroll).

The rules are being extended on 6 April 2021 to include the requirement to provide a status determination letter to all workers (not employed directly by GEP Academies) to confirm whether IR35 applies in each individual case. Schools will be provided with a template letter to support this assessment.

Contacts:

Jack Mayhew: CEO	jmayhew@gepacademies.com	01483 888188
Ali Larcombe-Fish: COO	alfish@gepacademies.com	01483 888022
Andrew Roach: Education Director	aroach@gepacademies.com	01483 888047
Lisa Wilde: Financial Controller	Lwilde@gepacademies.com	01483 888022
Lyndsay Cameron: SCITT Director	Lcameron@georgeabbot.surrey.sch.uk	01483 888070
Jo Coles: HR Manager	jcoles@gepacademies.com	01483 888074
Richard Wiseman: Estates Manager	rwiseman@gepacademies.com	01483 888007
Ben Sayers: Head of IT	bsayers@gepacademies.com	01483 484837
Gary Lelliott: Head of Governance	glelliott@gepacademies.com	01483 888007
Jackie Blackwood: Teaching School Manager	jblackwood@gepacademies.com	01483 888047
Graham Tuck: Director of Secondary Education (school improvement)	gtuck@gepacademies.com	
Kathryn Krynicki: Director of Primary Education (school improvement)	kkrynicki@gepacademies.com	
Carol Pearce: Primary SIP	Cpearce@athenaschools.co.uk	
Jane Abbott: Secondary SIP	jane@ascentia.org.uk	
Gaby Sutton: Senior Administrator/PA to CEO	gsutton@gepacademies.com	01483 888188

Jack's visits and meetings this week:

SFET Teaching School Hub	29.03.21	12.00 – 14.00
Xavier CET	29.03.21	16.00 – 17.00
Merged central budget exec meeting	30.03.21	09.30 – 11.30
Pond Meadow headteacher and chair	30.03.21	12.00 – 13.00
Alex Tear	31.03.21	15.00 – 15.30