

Traded Services

Newsletter

Welcome to the 4th issue of the Traded Services newsletter. I'm sure like us, you are wondering where the year has gone, with only 2 months to go until the end of the Summer term.

In this issue you will find articles from Cumbria Adult Education regarding diploma courses that are available to school based staff, details of the Legal Services School Service Level Agreement and details of the County Council's new company Orian Solution Ltd, which offers facilities management services to schools.

As always, you will find our regular articles from the Traded Services team, including details of up and coming training courses for school based staff, along with details of recent policy changes and reminders which are relevant to schools. Our cut out and keep section of service contacts and their contact details can be found at the end of this newsletter.

Fiona Scott
Traded Services Manager

Training Courses

Traded Services offer a programme of Cumbria Continuing Professional Development (CCPD) for all Schools/Early Years settings and Governors. This programme includes full and half day courses, Local Learning Network courses which are mainly twilight sessions and the Governor Development Programme of mainly evening sessions. This programme can be found in our CCPD training courses 2012/13 brochure which can be downloaded from the Schools Portal and from the Cumbria County Council website at: www.cumbria.gov.uk/childrenservices/schoolsandlearning/lss/tradedservices.asp

The process for arranging the 2013/14 programme is now well underway, and we anticipate that the new programmes will be ready towards the end of June. Previously, the CCPD, Local learning Network and Governor Development Programme have been in the same brochure. This year, following feedback from schools we have decided to split the brochure down in to three individual brochures, making browsing and selecting courses easier for schools.

**Governor
Services Service
Level
Agreement
2013-2014**

Reduced Governors SLA rates end 31 May 2013 don't miss out! Book your SLA and Courses through Traded Services: tradedservices@cumbria.gov.uk or via SLA Online: secure2.sla-online.co.uk/?logo=10

The Traded Services Team

Our team supports the development of services on offer from Cumbria County Council, and helps to achieve a co-ordinated approach to the administration processes involved. We encourage you to get in touch with any feedback, questions, comments or suggestions - please email us at: tradedservices@cumbria.gov.uk

Traded Services Key Contacts



Fiona Scott
Traded Services
Manager
t: 01228 221397



Terry Beech
Project Officer
t: 01946 506217



Mel Housby
Project Officer
t: 01228 226814

Upcoming Courses

Course Title	Date and Time	Venue
Emergency Aid in School	Course A: 11 June 2013 <i>LLN 200A</i> Course B: 18 June 2013 <i>LLN 200B</i> Course C: 25 June 2013 <i>LLN 200C</i> All sessions will run from 9.30am – 3.45pm	Course A: Morton Community Centre, Carlisle Course B: St. Michael's Church, Workington Course C: Custom House, Barrow-in-Furness
Early Years Paediatric First Aid for Children and Babies – including Resuscitation	Course A: 12 and 13 June 2013 <i>LLN 202A</i> Course B: 19 and 20 June 2013 <i>LLN 202B</i> Course C: 26 and 27 June 2013 <i>LLN 202C</i> All sessions will run from 9.30am – 4.00pm	Course A: Morton Community Centre, Carlisle Course B: St. Michael's Church, Workington Course C: Custom House, Barrow-in-Furness
An Introduction to Governance	24 June 2013 - 9.30am - 3.00pm <i>GST:IN07A</i> 26 June 2013 - 9.30am - 3.00pm <i>GST:IN07B</i>	Greenhill Hotel, Red Dial, Wigton Abbot Hall Hotel, Kents Bank, Grange Over Sands
A Day Conference for Deputy Headteachers and those who Deputise in Primary Schools	20 June 2013 - 9.15am – 4.15pm <i>LIS P LM 07</i>	Rheged Centre, Penrith
NQT - Celebrating Induction and Career Planning Conference	5 July 2013 - 9.00am – 4.00pm <i>LIS B NQT 03</i>	North Lakes Hotel, Penrith
Unlocking Literacy: The Power of Reading in Association with the CLPE - Cohort 2	13 June 2013 - 9.30am – 4.00pm <i>LIS P EN02</i>	North Lakes Hotel, Penrith
Moving into your Second Year of Headship	21 June 2013 - 9.15am – 4.15pm <i>LIS B LM09</i>	Newton Rigg College, Penrith

Legal Services - School Service Level Agreement 2013-2014

It is the time of year when Legal Services offer their annual Schools Service Level Agreement.

The offer will be sent out via the Schools Portal (and also by post for Academies), which will include a copy of the Service Level Agreement and also an "Opt Out" form if your school does not wish to participate in the scheme this year.

The cost of the Legal Services School Service Level Agreement is charged as an annual fee, which is based on the number of pupils at the establishment. This will be advised in the offer letter. The annual fee covers up to 25 hours of legal work during the year.

Any work that falls outside the scope of this agreement would be charged to the school separately at the appropriate hourly rate for the Legal Services member of staff dealing with the matter. It is important that if you do not wish to participate in the scheme, that your completed "Opt Out" form is sent to Legal Services, at The Courts, Carlisle no later than 4th June 2013. If you would like further information on this offer please do not hesitate to contact Legal Services on **01228 221293**.

Health and Safety Training Courses

IOSH Managing Safely in Schools Training

Course	Date	Venue
1	Wednesday 22 May 2013	Kendal College, Milnthorpe Road, Kendal
2	Wednesday 5 June 2013 Wednesday 12 June 2013	Grand Jury Room, The Courts, Carlisle Grand Jury Room, The Courts, Carlisle

Cumbria Adult Education

Level 2 Certificate in Supporting Teaching and Learning in Schools

Level 3 Diploma in Specialist Support for Teaching and Learning in Schools

Cumbria Adult Education is offering the Level 2 Certificate and the Level 3 Diploma in Supporting Teaching and Learning in Schools. This opportunity is available to all staff in schools, who are either paid part or full time, and to volunteers helping support classroom activities.

These qualifications for support staff in schools are designed to enable those working as teaching assistants to get a professional qualification, or to equip those who would like to become teaching assistants with the skills, knowledge and understanding to do so. There are no formal entry qualifications. Candidates will need to have the necessary language and literacy skills to complete the qualification.

The qualification is achieved by the production of a portfolio of evidence, which will be internally and externally verified. There is no examination. Candidates will be allocated an assessor to work with them in school throughout the qualification.

Cumbria Adult Education also offers professional vocational qualifications and apprenticeships in the following subject areas:

- Business and Administration
- Customer Service
- Team Leading and Management

To find out more about our qualifications and the funding available please contact:

Sarah Fowler

Direct Delivery Officer – Vocational Provision

T: **07827 895804**

E: sarah.fowler@cumbria.gov.uk



Orian Solution Ltd

Orian Solution Ltd is the new organisation providing facilities management solutions to customers across Cumbria for all their soft services facilities management needs including catering, cleaning and safety services.

It was formed by joining Cumbria County Council's foodservice and cleaning service (formerly CCC FM Foodservice and Cleaning Unit) and took over the provision of these services on April 1st 2013.

Orian Solution Ltd is wholly-owned by Cumbria County Council but is a private organisation, which blends the heritage and values of the local authority with the strengths of the private sector to create a great value, local service provider.

It can offer a wider choice of services, delivering high quality, value added solutions for our customers and optimising economies of scale and other benefits of a private sector provider.

As well as high quality Cumbria-based catering, cleaning and safety services, Orian Solution Ltd offer recycling and waste management services through its sister organisation Cumbria Waste Management Group (CWMG).

CWMG is the largest provider of waste and recycling services in Cumbria, with over 4,000 customers spread throughout the county. CWMG has provided top quality support for organisations across the region for the past 20 years.

Director at Orian Solution Ltd, Alistair Irvine said: *"We are committed to using local Cumbrian supply routes wherever possible, providing the best possible service to our customers and clients as well as minimising the impact on the environment and protecting the area's rich heritage."*

"At Orian Solution Ltd we believe that caring about our people and our region whilst still protecting the environment enables us to provide the best possible service to our customers."

Four new offices have been developed to ensure Orian can fully support the region with hubs at Maryport, Ulverston and Kendal and the new head office based in Carlisle.



Cut out and keep - Service Contacts

Learning Improvement Service	Helen Graham	01228 226811
SEND Teaching Support and County Psychological Service	Mark Toomey	01900 706453
Virtual School and Equalities Learning	Bev Redfern	01228 221195
Access and Inclusion	Sarah Wright	01768 812061
Safeguarding / Workforce Development	Donna St Claire	07876 447941
Cumbria Music Service	Simon Yeo	01900 706085
Cumbria Outdoors	Deborah Hunter	01768 812280
Learning Support Staff	Shirley Tomlinson	01900 706082
Team-Teach / Moving and Handling Training	Amy Hoodless	01900 706083
Health and Safety and Educational Visit Services	Sharon McCubbin & Matt Ellis	01228 226345
Payroll/HR Administration Services	Ian Logan	01228 223472
HR Advisory Service	Gillian Martin	01228 226862
Adult Education	Sarah Fowler	07827 895804
ICT Support	Shaun Smith	01228 226860
Communications: Print, Design & Advertising	David Smith	01228 221732
Procurement Service	Nicola Bell	01228 221742
Legal Services	Stewart Consterdine	01228 221293
Carbon Count	Kathryn Tye	01228 221025
Sustainability Service	Julian Sargent	01228 673233
Building Support Services	Cris Wilson	07920 594187
Asset Management Services	Frank Blenkham	07876 707567
Facilities Management - Catering / Cleaning	Michelle Holdsworth and Mary Lee	07974327068 07974 327071
Orian Solution Ltd	Graeme Gunn	01228 221339

Policy Change / Reminders

Primary School Sport Funding

The Departments for Education, Health and Culture, Media and Sport are jointly providing funding of £150 million per annum for the academic years 2013/14 and 2014/15 to improve the quality of sport and PE for children. The money will go directly to primary school Headteachers and can only be spent on sport and PE provision. For more information please visit

<http://www.education.gov.uk/schools/adminandfinance/financialmanagement/b00222858/Primary-school-sport-funding>

Teaching Schools get £10 million to Boost Quality of Teacher Training

The Secretary of State for Education has announced an extra £10 million for Teaching Schools so they can lead the way in training the next generation of teachers. The funding will further the government's ambition to drive up the number of high-quality teachers entering the profession. For more information please visit

<http://www.education.gov.uk/inthenews/inthenews/a00223151/teaching-schools-get-%C2%A310m-to-boost-teacher-training-quality>