

Welcome to the 7th issue of the Traded Services Newsletter. I hope you enjoyed the half term break and you feel refreshed and ready for the busy term ahead of us in the run up to Christmas.

In this packed issue you will find articles from Active Cumbria, Cumbria Archive Centres, Cumbria Library Service, Orian Solutions Ltd and Learning Support Service, detailing what they can offer to schools. This issues 'Get to Know' section features Children's Services' HR Team.

As always, you will find our regular articles from the Traded Services team, including key contact details for the team members and details of up and coming training courses for school based staff. Our cut out and keep section of service contacts and their contact details can be found at the end of the newsletter.

Fiona Scott: Traded Services Manager

The Traded Services Business Development Unit

The Traded Services Business Development 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 Business Development Key Contacts

Team Manager

Fiona Scott
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Business Support Team Leader

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Angela Nixon (p/t): 01228 221316

(p/t) indicates part-time

Training Courses

The LA offer a programme of Continuing Professional Development for all Schools/Early Years settings and Governors. This programme includes full and half day courses, the Local Learning Network courses which are mainly twilight sessions and the Training Programme for School Governors and Clerks of mainly evening sessions.

All three programmes can be found on the Schools Portal and from the Cumbria County Council website at: <http://www.cumbria.gov.uk/childrensservices/schoolsandlearning/Iss/tradedservices/>

Places for all courses must be booked through our online system SLA-Online: <https://secure2.sla-online.co.uk/?logo=10>. As from September 2013, Traded Services no longer accept paper booking forms or telephone bookings. When booking on to a course on the online system there is the option to email course details to the delegate. Please select this option as this acts as confirmation of the course booking. Traded Services will also send out an email reminder a week before courses are due to run.

If you have any questions or queries regarding course confirmations please contact the Traded Services Business Support team: Email: tradedservices@cumbria.gov.uk, or Telephone: 01228 221311

Upcoming courses

Course title	Date	Time	Venue
Primary geography - bringing the New National Curriculum 2014 alive within and beyond the primary classroom	Day 1 - 19-Nov-13	09:00 - 11:45	North Lakes Hotel, Ullswater Road, Penrith, CA11 8QT
Unlocking literacy: meeting the needs of more able learners in English at Key Stage 2	19-Nov-13	09:30 - 16:00	Netherwood Hotel, Lindale Road, Grange-over-Sands, LA11 6ET
Mathematics subject leader meetings	19-Nov-13	13:30 - 15:30	Furness College, Channelside, Barrow-in-Furness, LA13 9LE
Early years foundation stage assessment workshops: Baseline to Profile	20-Nov-13	09:30 - 12:00	Netherwood Hotel, Lindale Road, Grange-over-Sands, LA11 6ET
	20-Nov-13	13:00 - 15:30	Netherwood Hotel, Lindale Road, Grange-over-Sands, LA11 6ET
Mathematics Subject Leader Meetings	20-Nov-13	13:30 - 15:30	Pennine Way School, Silverdale Road, Harraby, Carlisle, CA1 3RQ
Are you Ofsted Ready?	21-Nov-13	09:30 - 12:00	Abbey House Hotel, Abbey Road, Barrow-in-Furness, LA13 0PA
Primary Science - Bringing the New National Curriculum 2014 Alive within and Beyond the Primary Classroom	21-Nov-13	09:30 - 15:30	Greenhill Hotel, Red Dial, Wigton, CA7 8LS
Unlocking Literacy: Meeting the Needs of More Able Learners in English at Key Stage 2	21-Nov-13	09:30 - 16:00	North Lakes Hotel, Ullswater Road, Penrith, CA11 8QT
Mathematics Subject Leader Meetings	21-Nov-13	13:30 - 15:30	Kirkbie Kendal School, Lound Road, Kendal, LA9 7EQ
Making Better Use of Differentiation	25-Nov-13	09:15 - 12:15	Netherwood Hotel, Lindale Road, Grange-over-Sands, LA11 6ET
Primary History - Bringing the new National Curriculum 2014 Alive Within and Beyond the Primary Classroom	26-Nov-13	09:00 - 11:45	Netherwood Hotel, Lindale Road, Grange-over-Sands, LA11 6ET
Early Years Foundation Stage Assessment Workshops: Baseline to Profile	26-Nov-13	09:30 - 12:00	Broughton Craggs Hotel, Cocker-mouth, Cumbria, CA13 0XW
Early Years Foundation Stage Assessment Workshops: Baseline to Profile	26-Nov-13	13:00 - 15:30	Broughton Craggs Hotel, Cocker-mouth, Cumbria, CA13 0XW



Upcoming courses

Course title	Date	Time	Venue
Primary R.E. Network	26-Nov-13	16:30 - 18:00	Botcherby Community Centre, Victoria Road, Carlisle, CA1 2UE
Primary Geography - Bringing the New National Curriculum 2014 Alive Within and Beyond the Primary Classroom	Day 1 - 27-Nov-13	09:00 - 11:45	Netherwood Hotel, Lindale Road, Grange-over-Sands, LA11 6ET
Early Years Foundation Stage Assessment Workshops: Baseline to Profile	28-Nov-13	09:30 - 12:00	Cumbria Rural Enterprise Agency, Rural Enterprise Centre, Redhills, Penrith, Cumbria, CA11 0DT
Early Years Foundation Stage Assessment Workshops: Baseline to Profile	28-Nov-13	13:00 - 15:30	Cumbria Rural Enterprise Agency, Rural Enterprise Centre, Redhills, Penrith, Cumbria, CA11 0DT
Secondary Science Subject Leader Meeting	29-Nov-13	13:30 - 16:00	Newton Rigg College, Penrith, Cumbria, CA11 0AH
Grabbing them in Year 7 and Keeping them Enjoying Science - Understanding and Applying the New National Curriculum in Science at Key Stage 3	05-Dec-13	09:30 - 15:30	North Lakes Hotel, Ullswater Road, Penrith, CA11 8QT
The Hero's Journey - Promoting and Sustaining Independent Learning	05-Dec-13	09:30 - 16:00	North Lakes Hotel, Ullswater Road, Penrith, CA11 8QT
How to Observe a Lesson	06-Dec-13	09:30 - 12:30	Cumbria Rural Enterprise Agency, Rural Enterprise Centre, Redhills, Penrith, Cumbria, CA11 0DT
Newly Qualified Teachers - Finding out about the new National Curriculum 2014 (Primary)	09-Dec-13	09:30 - 15:30	North Lakes Hotel, Ullswater Road, Penrith, CA11 8QT
Post-16 - Support for the Teaching of English L2	10-Dec-13	09:30 - 16:00	Morton Community Centre, Wigton Road, Carlisle, CA2 6JP
Newly Qualified Teachers - Finding out about the New National Curriculum 2014 (Primary)	11-Dec-13	09:30 - 15:30	Netherwood Hotel, Lindale Road, Grange-over-Sands, LA11 6ET



Primary School Sport Premium Support from Active Cumbria



The Sport & Physical Activity Partnership

As reported in previous issues of Traded Services Newsletter, Active Cumbria: The Sport and Physical Activity Partnership has been contracted by Sport England to provide a service to those Primary Schools in Cumbria that want, and / or need support to effectively deploy their share of the Primary School Sport Premium.

Active Cumbria has now produced a "PE and School Sport" section on their website detailing useful guidance and information on all elements of the Premium including:

- General information and advice
- National Governing Bodies of Sport offers
- Youth Sport Trust support
- Primary School Sport Premium guidance
- Teacher Training opportunities
- Primary School Physical Literacy Framework
- School Sport Coaching guidance for Headteachers
- Association for Physical Education (afPE) guidance and resources
- Ofsted Guidance

Senior Managers from Active Cumbria will be on hand to provide any advice to Headteachers attending the Cumbria Annual Primary Headteachers Conference at Windermere on 14th-15th November 2013.

For more information please contact Bruce Lawson, Active Cumbria Senior Manager (Development)
tel: **01228 221364** or mobile: **078 25103 558**
email: **bruce.lawson@cumbria.gov.uk**

Alternatively, please visit the new PE and School Sport section of the website:
www.activecumbria.org/peschoolsport



Cumbria's Archives Bring History Alive

Cumbria's four Archive Centres, in Barrow, Carlisle, Kendal and Whitehaven, continue to offer free support for schools looking to add a local historical dimension to their learning. We offer school visits and provide sources for classroom use tailored to your teaching needs. Particularly popular are our visits where we invite you to bring your Juniors into the Archives for a tour of the strongroom and a historical workshop tailored to your own local area or interest! Please contact the relevant archive directly to discuss your requirements:

carlisle.archives@cumbria.gov.uk

(North and East Cumbria),

kendal.archives@cumbria.gov.uk (South Cumbria),

barrow.archives@cumbria.gov.uk ●

(South West Cumbria and Furness), and

whitehaven.archives@cumbria.gov.uk

(West Cumbria).

The hour long session will introduce the children to this Whitehaven trail blazer, setting his fascinating work against a picture of Victorian Whitehaven. Maps, illustrations and copies of his amazing weather journals will be used, and meteorological challenges set to compare with the local climate nearly 200 years ago.

Alternatively, Whitehaven Archives are also offering a gruesome local history session on public health in Victorian Whitehaven. Open sewers, rancid water supplies and rotting fish all feature in this illustration of life in the nineteenth century town.

Both workshops are suitable for Years 5 and 6 and can be delivered in the classroom.

Please contact:

whitehaven.archives@cumbria.gov.uk to book.

In addition, this November, Whitehaven Archives is offering free in-school workshops on the Victorian astronomer and meteorologist John Fletcher Miller.



Get to Know...

In this feature you will get to see a snap shot of the County Council employees who work hard to deliver the best possible services to Cumbrian schools. In this issue we will 'Get to know'... the HR Team in Children' Services.

Senior HR Manager

Graham Macgillivray

graham.macgillivray@cumbria.gov.uk
01228 221232

HR Manager

Gillian Martin

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01228 221231

HR Advisor

Helen Cain

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01228 221231

HR Advisor

Jemma Taylor

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01228 221194
jemma.taylor@cumbria.gov.uk

HR Advisor

James Brooks

01228 226903
james.brooks@cumbria.gov.uk

HR Advisor

Sandra Eagles

01228 221232
sandra.eagles@cumbria.gov.uk

Senior Manager

Sonyia Curran

HR Improvement Plan
01228 221224 Sonyia Curran
sonyia.curran@cumbria.gov.uk

What are the main aspects of your role?

- Strategic role representing the Director of Children's Services providing up to date policies and procedures, consulting trade unions, supporting school reorganisations, TUPE transfers, advising Governors at Hearings, managing the School Voluntary Redundancy process
- Acting as HR Provider to schools giving advice on the full range of employment matters including recruitment, managing absence, disciplinary and capability issues, promotions, terminations and appraisal

What are the best and worst things about your job?

Best: feedback from the schools we support telling us that we are making a positive difference to school life.

Worst: travelling around Cumbria in the winter – it can be beautiful but it can be scary too!

How long have you worked for Cumbria County Council and what made you choose a career within the County Council?

Between us we have over 150 year's experience in HR. Our experience includes time spent in the public sector, banking, retail, the civil service, financial and legal industries.

What has been a highlight for you within your time working for the County Council?

We work in a great team – we're always busy but we support each other through the good times and those other *** times. We're already making plans for social events for Christmas – meal, theatre visit, panto.

What do you like to do in your spare time?

Dog walking, bike riding, guitar lessons, running around after a toddler, sailing, taking older kids to a whole variety of activities, volunteering at animal refuge, amateur dramatics, swimming, marathon running, hot yoga, singing in Carlisle Musical Society, to name a few!

At Library Services for Schools reading is always a pleasure!

With the focus of the new curriculum and Ofsted on reading for pleasure and wider reading, it's never been more important for children of all ages to have access to a wide range of high quality books and effective, well resourced school libraries.

The team at Library Services for Schools have a wealth of knowledge about childrens books and school libraries. We offer a comprehensive selection of book boxes to support both the curriculum and reading for pleasure and an extensive range of the best quality fiction and non - fiction to entice the most reluctant readers and inspire young minds. When it comes to the school library we know how important it is to be creative about the library space and how it looks and feels. We also know how important it is for the books in the library to match your school's mix of children, their interests and abilities.

So whether you want access to quality book resource, need hands on help to set up a new library, want to breathe life into your existing library or just want some advice; our team can help.

We can support you by providing:

- Access to wide a range of high quality resources to support reading for pleasure and the curriculum
- Specialist advice and practical support for school libraries
- Specialist knowledge of childrens books
- Constantly updated services responsive to what's happening locally and nationally
- Cost effective services and flexible service packages

New for Spring 2014

New KS2 World War 1 topic box

Order your Spring Term box by:

Wednesday 18th December 2013

(Packs are offered on a first come first served basis)

For more information about our service please call: **01228 226506** to talk to one of our team or visit our web site:

www.cumbria.gov.uk/libraries/schoolslibserv



Learning Support Service

The Local Authority remains the primary source for Teaching Assistant supply cover, and we are pleased to offer schools a supply service for their school based staff absences. We can also provide longer term contracts to cover any classroom support needed, with a highly trained workforce. Our experienced and knowledgeable employees are able to support children and young people across the curriculum and age range, including those with additional and Special Educational Needs Disabilities (SEND).

Staff can be supplied on the following basis:

- Hourly
- Termly
- Annually

Teaching Assistant Support charges per hour 30 JWC points:

	Calendar	Delivery
Senior Teaching Assistant (STA)	£13.71	£18.34
Teaching Assistant (TA)	£11.43	£15.28

"Delivery" rates are applicable to requests for shorter periods of service.

"Calendar" rates are applicable to requests for longer periods of service.

(Please contact the service for a quotation to meet your needs)

Supply cover is charged at the delivery rate shown above.

To find out what we can offer please contact:

Copeland area Allerdale area

Lynn Crichton

T: 01946 506206

E: lynn.crichton@cumbria.gov.uk

Jackie Cole

T: 01946 506205

E: jackie.cole@cumbria.gov.uk

Barrow/South Lakeland area

Jackie Cole/Lynn Crichton

T: 01946 506220

E: jackie.cole@cumbria.gov.uk

E: lynn.crichton@cumbria.gov.uk

Carlisle/Eden area

Amy Hoodless

T: 01900 706083

E: amy.hoodless@cumbria.gov.uk

Orian - Lunch Shop Launches!

North Lakes School in Penrith has become the first school in the UK to use Lunch Shop, a brand new online school meals ordering and payment system which launched in the first week of the new term.

This specially-designed system has been developed by Orian. Lunch Shop allows parents to go online to pay for, and order if they would like, their child's school meals. Pre-ordering of dinners can be several weeks in advance, or if children and parents would prefer, children can order their lunches each morning at school, using a specially developed system in the classroom.

Using Lunch Shop means parents have an alternative option to remembering to bring cash or cheques into school to pay for meals. As well as paying at school, they have the option instead to make secure online payments at a time convenient to them using their phone, tablet device or PC, and top-up whenever they need to and a wide variety of payment options are available.

The system will also cut down on school administration time.

Alistair Irvine of Orian Solutions, said: "This system is specifically designed to offer benefits and convenience for everyone who uses it. As well as allowing parents to help children choose their meals in advance, streamline payments at their convenience and provide more options for payment, it also provides an on-going record of what a child has eaten for lunch."

For those working in schools, spread the word and get everyone excited about Lunch Shop!



A Clean Start for Products

A new range of cleaning products which will help protect the environment and reduce waste is being introduced to Orian Solutions for staff to use. The new range is manufactured by Diversey and consists of three core products:

- Sani 100 Pur Eco SD
- Sprint 200 Pur Eco SD
- Jontec 300 Pur Eco SD

These have the environmental advantage of having a "smartdose" dispensing system which only allows users to decant a manufacturer's recommended dose of the super concentrated cleaning product either in to a spray bottle or bucket so therefore reduces waste.

As they are super concentrated, the product is much smaller in size therefore uses less packaging and takes up less storage space.

Operations Manager Graeme Gunn said: "*The introduction of the new products also means that we don't need the same number of deliveries when comparing it with the traditional 5ltr containers of cleaning product.*"

"The three items being used are the core range and will cover the majority of our cleaning needs – there is also a secondary range of specialist cleaning chemicals. The core range also carry the EU ecolabel as environmentally friendly products. There are great environmental benefits of reducing the core range of chemicals we currently use from nine down to three as well as other health and safety and supplier support advantages of the new range."

The roll-out has begun in the West of the county with some 96 cleaning sites transferring product ranges so far.

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	07876447941
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 221616 01228 221616
Payroll/HR Administration Services	Ian Logan	01228 223472
HR Advisory Service	Gillian Martin	01228 226862
Adult Education	Barbara Platt	07769 913260
ICT Support	Shaun Smith	01228 226860
Communications: Print, Design and 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	07920594187
Asset Management Services	Frank Blenkharn	07876 707567
Facilities Management - Catering/Cleaning	Michelle Holdsworth and Mary Lee	07974327068 07974 327071
Catering Service/ Cleaning Services/ Fire Equipment Maintenance	Graeme Gunn	01228 221339