Welcome to the 11th issue of the Traded Services newsletter. I hope you had a relaxing and enjoyable summer break and are looking forward to the new year ahead of us.

In this issue you will find our regular articles from the Traded Services team with details of the ‘last chance to book’ training courses for school based staff, details of the Traded Services Business Development Unit colleagues and, as always, our cut and keep section of service contacts and their contact details.

Also in this issue you will find details of what Active Cumbria, and Corporate Procurement can offer to Cumbrian Schools. Details of the PHA/LA Annual Conference are given in the newsletter. You can also find details of an exciting new residential programme on ‘The Great War’ offered by Cumbria Outdoors. This months ‘get to know’ section features Lisa Hignett, Duke of Edinburgh’s Award Co-ordinator.

Fiona Scott  Traded Services Manager

The Traded Services Business Development Unit
The Traded Services, Business Development Unit 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
07917 215178

Business Support Team Leader
Pam Clark
01228 226817

Project Officers
Mel Housby
07776 482665

Business Support Colleagues
Dawn Harrison 01228 221342
Elaine Slater 01228 221311
Joanne Magnay (p/t) 01228 221191
Tara Robertson (p/t) 01228 221312
Dave Trett (p/t) 01228 221314
Wendy Underwood (p/t) 01228 221315
Evelynne Livarjani (p/t) 01228 221314
Angela Nixon (p/t) 01228 221316

(p/t) indicates part-time

Cumbria’s Training Events
for School Based Staff
Traded Services currently offer the Cumbria’s Training Events for School Based Staff programme. This programme brings together courses which are delivered through the Cumbria Continuing Professional Development, Local Learning Network and Governor Development Programmes. This brochure along with a smaller supplement were posted hard copy to your school in time for the new term. We hope you find these brochures helpful when planning your staff members CCPD.

These two brochures can be found on the Schools Portal and from the Cumbria County Council website at www.cumbria.gov.uk/childrensservices/schoolsandlearning/lss/tradedservices/

Places for all courses must be booked through our online system SLA–Online https://secure2.sla-online.co.uk/?logo=10

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

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<table>
<thead>
<tr>
<th>Course title</th>
<th>Date</th>
<th>Time</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>NQT Induction: Guidance in Good Practice for Headteachers, Induction Tutors and Mentors TS 53 (C – D)</td>
<td>18 September 2014</td>
<td>9.00am – 12.00pm</td>
<td>Netherwood Hotel, Lindale Road, Grange-over-Sands, LA11 6ET</td>
</tr>
<tr>
<td></td>
<td>13 January 2015</td>
<td>9.00am – 12.00pm</td>
<td>Stoneybeck Inn, Bowscar, Penrith, CALL 8RP</td>
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<td>Working Memory in the Classroom OS 02 (B – D) LLN</td>
<td>21 October 2014</td>
<td>4.00pm – 6.00pm</td>
<td>Penrith Community Fire Station, Carleton Avenue, Penrith, CA10 2FA</td>
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<td></td>
<td>5 November 2014</td>
<td>4.00pm – 6.00pm</td>
<td>Kendal Fire Station, Busher Walk, Kendal, Cumbria, LA9 4RH</td>
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<td></td>
<td>11 November 2014</td>
<td>4.00pm – 6.00pm</td>
<td>Shepherds Hotel, Egremont Road, Cockermouth, CA13 0QX</td>
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<tr>
<td>What Kind of Tree Am I? TS 08 (B – C)</td>
<td>13 November 2014</td>
<td>9.30am – 4.00pm</td>
<td>St Michael’s Church, Falcon Place, Workington, CA14 2EZ</td>
</tr>
<tr>
<td></td>
<td>9 March 2015</td>
<td>9.30am – 4.00pm</td>
<td>Bardsea Malt Kiln Village hall, Ulverston, LA12 9QT</td>
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<tr>
<td>Teaching Primary Science from 2014 using Creative Cross Curricular Approaches TS 42</td>
<td>23 September 2014</td>
<td>9.30am – 3.30pm</td>
<td>Stoneybeck Inn, Bowscar, Penrith, CA11 8RP</td>
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<tr>
<td>Intuitive Painting TS 09 (B – C)</td>
<td>6 October 2014</td>
<td>9.30am – 4.00pm</td>
<td>St Michael’s Church, Falcon Place, Workington, CA14 2EZ</td>
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<tr>
<td></td>
<td>11 February 2015</td>
<td>9.30am – 4.00pm</td>
<td>Bardsea Malt Kiln Village hall, Ulverston, LA12 9QT</td>
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<tr>
<td>An Introduction to Mindfulness TS 10</td>
<td>2 October 2014</td>
<td>1.00pm – 4.00pm</td>
<td>Stoneybeck Inn, Bowscar, Penrith, CA11 8RP</td>
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<tr>
<td>An Introduction to Governance GST 01 (A – B)</td>
<td>14 October 2014</td>
<td>9.30am – 3.00pm</td>
<td>St Michael’s Church, Falcon Place, Workington, CA14 2EZ</td>
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<tr>
<td></td>
<td>16 October 2014</td>
<td>9.30am – 3.00pm</td>
<td>Westmorland County Agricultural Society, Lane Farm, Crooklands, Milnthorpe, LA7 7NH</td>
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<td></td>
<td>21 October 2014</td>
<td>9.30am – 3.00pm</td>
<td>Carlisle Rugby Football Club Ltd, Warwick Road, Carlisle, CA1 1LW</td>
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<tr>
<td>Effective Clerking GST 02 (A – B)</td>
<td>10 November 2014</td>
<td>9.30am – 1.30pm</td>
<td>Penrith Rugby Football Club, Winters Park, Penrith, CA11 8RG</td>
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<tr>
<td></td>
<td>18 November 2014</td>
<td>9.30am – 1.30pm</td>
<td>St Gregory &amp; St Patrick’s Catholic Community School, Esk Avenue, Whitehaven, CA28 8AJ</td>
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<tr>
<td></td>
<td>20 November 2014</td>
<td>9.30am – 1.30pm</td>
<td>Forum 28, 28 Duke Street, Barrow-in-Furness, LA14 1HH</td>
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</tbody>
</table>

Places for all courses must be booked through our online system SLA–Online https://secure2.sla-online.co.uk/?logo=10

When booking on to a course via the online system, there is an 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.

When booking places on multiple courses, these can all be checked out of your shopping basket at the same time using the same purchase order number. There is no need to check each course out separately (unless you wish to use different order numbers).

If you have any questions or queries regarding course confirmations please contact the Traded Services Business Support team: e: tradedservices@cumbria.gov.uk t: 01228 221311
Primary Heads’ Conference
Leadership Matters

Low Wood Hotel, Windermere
Thursday 13 and Friday 14 November 2014

Plus pre-conference dinner on Wednesday 12 November
with Guest Speaker: Will Ryan – Independent Thinking

This year our conference will be led by a variety of keynote speakers and round table presentations from Cumbrian Teaching Schools as we explore the title “Inspirational Leaders”

Keynote Speakers include:

Frank Crawford
Frank currently works beyond Scotland, speaking and advising on a range of educational issues. He has developed a keen interest on the impact of technology, learning spaces and different teaching approaches that better engage learners and develop the skills they will need in order to be successful in a 21st Century global community.

Jo Morgan - Senior HMI
Jo is the Regional Director for Ofsted in the North West and is one of Her Majesty’s Inspectors.

Kevin Roberts - CEO Saatchi & Saatchi
Kevin Roberts has an international reputation for an uncompromisingly positive, inspirational leadership style, and an ability to generate ideas and emotional connections that accelerate extraordinary value.

Andrew Johnson - Senior HMI
Andrew was appointed as a Senior Her Majesty’s Inspector in January 2013 and has been an HMI since 2006.

To book your place at the 2014 Annual Conference please visit SLA-Online at https://secure2.sla-online.co.uk/?logo=10
Course code: PHACONF14

In the quote details please indicate which Option/s you require.
If you have other requirements to those shown on the system please contact Dawn Harrison on 01228 221342

If you require any assistance accessing SLA-Online please contact the Traded Services Team at tradedservices@cumbria.gov.uk who will be happy to guide you through the process

The Conference is for Primary Headteachers, Acting Headteachers and LA Advisers
The Youth Sport Trust (YST) has a long association with Active Cumbria, one of 45 County Sports Partnerships, in supporting schools to provide high quality PE and competitive school sport.

The YST also worked closely with its six former secondary Sports Colleges across the county. It is a national charity providing a growing network of primary schools. The YST helps to shape government sport policy and was a major influence of the introduction of the £150 million allocation of the Sport Premium for all primary schools, with the aim of improving training in PE for staff, increasing participation and competition and to extend healthy active lifestyles in school life.

For the past year Active Cumbria has now been given the role of mapping how primary schools are deploying their share of the sport premium; providing support to those schools who want assistance or need help and also assessing what impact this major investment has on pupil learning and achievement. The innovative ‘Impact Factor’ workshops and resources, designed by Howard Todd, former Ofsted Inspector and former advisor for PE and Primary Education in Cumbria along with the ‘Ask Howard’ service, are designed to help support primary schools in measuring the impact of the new funding.

The YST works across Cumbrian schools and also has a membership offer for both primary and secondary schools. The resources, expertise, professional development courses, local cluster work and national networking can all complement the focus on the sport premium and in particular the greater importance that Ofsted now give to PE and sport in primary inspections. Recent resources help in the deployment of coaches and high quality CPD for staff. There are over 30 primary school members and this number is growing all the time. If your school is interested in finding out more about what YST individual or cluster membership can offer to support you in your PE and school sport premium delivery, then the table below outlines some of the benefits. Contact details are given below and the YST particularly welcome applications from clusters of schools, often working in the six districts in which there is a School Games Organiser who works to provide inter-school and county level competitive sport opportunities for children all abilities.

To join the YST, costs £300 per year but this is discounted to as little as £240 if a cluster of schools joins.

<table>
<thead>
<tr>
<th>Membership supports you to:</th>
<th>What is Included:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Raise achievement</strong> – for all young people in all subjects</td>
<td>National communications &amp; updates</td>
</tr>
<tr>
<td><strong>Strengthen teaching</strong> – by engaging learners through high quality delivery</td>
<td>Online tools and resources – e.g. Sport Premium evaluating the impact template</td>
</tr>
<tr>
<td><strong>Inspire leadership</strong> – at every level throughout your school</td>
<td>Quality Mark – a self-review tool for your provision and outcomes (well-regarded by Ofsted)</td>
</tr>
<tr>
<td><strong>Create a culture</strong> - that enables young people to achieve their personal best</td>
<td>CPD &amp; Training – KS1 &amp; KS2, PE Co-ordinator training, Using PE and School Sport to Raise Achievement</td>
</tr>
<tr>
<td><strong>Conference &amp; Events</strong> – discounted national conference places &amp; HT events</td>
<td></td>
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<tr>
<td><strong>Discounts &amp; offers</strong> – 10% off Youth Sport Direct products (<a href="http://www.youthsportdirect.org">www.youthsportdirect.org</a>)</td>
<td></td>
</tr>
<tr>
<td><strong>Additional CPD</strong> – purchased additionally per course but can be delivered to several schools thus reducing the cost.</td>
<td></td>
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<tr>
<td><strong>Bespoke development days</strong> – purchased additionally to individual school or clusters of schools.</td>
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David Keetley | Development Manager | England West
Please contact www.youthsporttrust.org to find out more
A Workshop to help measure the impact of the Primary School Sport Premium on learning and achievement in PE

This workshop was developed to help Primary Schools plan, measure and consider how to sustain the impact of PE and the Primary School Sports Premium on the health and achievement of their pupils.

The workshop content and templates were designed by sector specialist Howard Todd, Former Associate Ofsted Inspector for Physical Education aimed at PE and Sports subject leaders in Primary Schools.

The four workshops held on consecutive days during the summer term were oversubscribed and very well received by delegates. Consequently we have decided to repeat them in three new locations.

The cost of the workshop and templates is £50. All invoices will be issued after completion of the course/workshop. Non-attendance or cancellation within 5 working days of the of course date will result in an invoice being issued.

The IMPACT Factor workshop will help you to:
- Analyse current strengths and weaknesses in learning.
- Identify and plan (realistically) what and how the pupils will learn.
- Collect and record evidence to show progress against pupil learning outcomes.
- Say how provision will be sustained in the longer term.
- Provide high quality teaching and learning (including evaluation of provision by external providers).
- Assist with information required to be included on your school website.

What people said about previous workshops & resources

“Great to see children’s learning is at heart of PE”
“An excellent workshop – well delivered, really useful templates. Thank you!”
“Fantastic resources - easy to use - useful - feed into each other”
“Inspirational!”
“Well delivered, thought provoking, great resources to take away”
“Excellent! Some very useful advice that can be used back at school and acted upon”
“A great indication of what I should be presenting as evidence – lots of examples help”
“Excellent templates which offer a comprehensive approach for PE Subject Leaders”

Places limited to 20 delegates per workshop.
Workshops will run from 9.30am–12.30pm with registration opening at 9.00am.

Whitehaven
Wed 22 October
Egremont RUFC, Bleach Green, Egremont
CA22 2NL

Wigton
Thu 23 October
The Market Hall, Church Street, Wigton
CA7 9AA

Barrow-in-Furness
Fri 24 October
Furness College, Channelside, Barrow-in-Furness
LA14 2PJ

Book your place online at:
http://www.activecumbria.org/peschoolsport
or contact Jackie Hayhow at:
Jackie.hayhow@cumbria.gov.uk or 01228 226885
New this year to commemorate World War 1, Cumbria Outdoors are offering an action-packed residential programme which we hope will be of interest to your school. For further information, please contact Cumbria Outdoors:
t: 01768 812280
e: cumbriaoutdoors.enquiries@cumbria.gov.uk

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Travel back to the Great War - learn local, British and world history by being recruited to a real Cumberland Battalion. Live the experiences of real Cumbrians during the First World War.

- Relive how soldiers survived in the trenches
- Discover the changing role of women during the Great War
- Rush to the rescue of torpedoed survivors
- Experience first-hand the role of the nurses in field hospitals
- Engage in night exercises with your Battalion
- Take part in evening activities of the period

For a costing and availability please contact Cumbria Outdoors:
t: 01768 812280 or email: cumbriaoutdoors.enquiries@cumbria.gov.uk

Take your pupils back in time to surroundings and everyday activities authentic to the era. Educational and exciting time travel!

Volunteer to be part of a local Pals Battalion, by immersing yourself into the role of a new recruit during a two-night residential at the Hawse End Centre.

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Drinking Water Solutions - Angel Springs
Angel Springs are the UK’s fastest growing water cooler company. Established since 1989, Angel Springs has provided both bottled and mains fed water coolers to businesses and organisations throughout the UK. Focussing on delivering local service nationally, the business services over 58,000 water coolers from eleven depots throughout the UK and employs over 250 staff. We’re also officially working in partnership with the Make-A-Wish Foundation® UK and have raised more than £30,000 from the Angel Springs Customer Loyalty Scheme. For more information about Angel Springs or any of our products and services please visit: www.angelsprings.com

Sportsafe
Sportsafe working in partnership with Cumbria County Council are pleased to announce that they will reduce their inspection prices for the PE maintenance inspections for the duration of the contract. This will come into effect from the start of September. Please refer to the new fax back form which Sportsafe will send you directly for the revised prices. Sportsafe are committed to providing a competitively priced inspection schedule to Cumbria County Council and the schools in the County for the duration of the contract.

For further information on either of the contracts with Cumbria County Council, please contact Clare Redpath on 01228 221746 or Sue Stapley on 01228 221743
**What are the main aspects of your role?**

I manage all the DofE centres coming under Cumbria County Councils licence – currently there are 32 schools but we are hoping to take some more on board this year and expand DofE even further. I purchase and assign Participation Places, issue badges and certificates on completion of Awards and ensure the delivery of high quality programmes and identify opportunities for increased participation. I also deal with queries in an efficient manner and ensure that all DofE centres/groups are adhering to the correct policies and procedures. I manage the provision of a safe and enjoyable DofE programme for participants from the Licensed Organisation and ensure that centre Co-ordinators are supported in their role, ensuring they have undergone appropriate training and actively manage the recruitment of new Co-ordinators when necessary. One of my current tasks is ensuring that all Centres use eDofE (the Duke of Edinburgh’s Award online system) to effectively manage the award in schools.

**What are the best and worst things about your job?**

I am lucky to be based at Hawse End Centre, Portinscale, near Keswick – a lovely location and the staff are very friendly. The worst thing about my job is I haven’t yet met any of the wonderful young people who have achieved their awards but this will soon be rectified when I start to visit schools in the Autumn term.

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

I have worked for the council since January 2010 – prior to that I worked as a Senior Teaching Assistant in Cockermouth. I like the flexibility that working for the council offers and I love being able to work with a wide range of people and help young people reach their full potential.

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

I think getting this job has shown me that you are never too old to take on a new challenge or try something different.

**What do you like to do in your spare time?**

In my spare time I am mainly a chauffeur for my two children! I like to go to the cinema, listen to music, do a bit of Zumba and social networking!
<table>
<thead>
<tr>
<th>Service</th>
<th>Contact Name</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Learning Improvement Service</td>
<td>Helen Graham</td>
<td>01228 226811</td>
</tr>
<tr>
<td>SEND Teaching Support and</td>
<td>Mark Toomey</td>
<td>01900 706453</td>
</tr>
<tr>
<td>County Psychological Service</td>
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<tr>
<td>Virtual School and Equalities Learning</td>
<td>Bev Redfern</td>
<td>01228 221195</td>
</tr>
<tr>
<td>Access and Inclusion</td>
<td>Sarah Wright</td>
<td>01768 812061</td>
</tr>
<tr>
<td>Safeguarding / Workforce Development</td>
<td>Donna St Claire</td>
<td>07876447941</td>
</tr>
<tr>
<td>Cumbria Music Service</td>
<td>Simon Yeo</td>
<td>01900 706085</td>
</tr>
<tr>
<td>Cumbria Outdoors</td>
<td>Deborah Hunter</td>
<td>01768 812280</td>
</tr>
<tr>
<td>Learning Support Staff</td>
<td>Amy Hoodless</td>
<td>01900 706083</td>
</tr>
<tr>
<td></td>
<td>Lynn Crichton</td>
<td>01946 506219</td>
</tr>
<tr>
<td></td>
<td>Jackie Cole</td>
<td>01946 506219</td>
</tr>
<tr>
<td>Team-Teach / Moving and Handling Training</td>
<td>Amy Hoodless</td>
<td>01900 706083</td>
</tr>
<tr>
<td>Health and Safety and Educational Visit Services</td>
<td>Sharon McCubbin</td>
<td>01228 221616</td>
</tr>
<tr>
<td></td>
<td>Matt Ellis</td>
<td>01228 221616</td>
</tr>
<tr>
<td>Payroll/HR Administration Services</td>
<td>Ian Logan</td>
<td>01228 223472</td>
</tr>
<tr>
<td>HR Advisory Service</td>
<td>Gillian Martin</td>
<td>01228 226862</td>
</tr>
<tr>
<td>Adult Education</td>
<td>Liz Thompson</td>
<td>07827 895804</td>
</tr>
<tr>
<td>ICT Support</td>
<td>Shaun Smith</td>
<td>01228 226860</td>
</tr>
<tr>
<td>Communications: Print, Design and Advertising</td>
<td>David Smith</td>
<td>01228 221732</td>
</tr>
<tr>
<td>Procurement Service</td>
<td>Nicola Bell</td>
<td>01228 221742</td>
</tr>
<tr>
<td>Legal Services</td>
<td>Stewart Consterdine</td>
<td>01228 221293</td>
</tr>
<tr>
<td>Carbon Count</td>
<td>Kathryn Tye</td>
<td>01228 221025</td>
</tr>
<tr>
<td>Sustainability Service</td>
<td>Kathryn Tye</td>
<td>01228 221025</td>
</tr>
<tr>
<td>Building Support Services</td>
<td>Brian Kirkbride</td>
<td>07767 656112</td>
</tr>
<tr>
<td>Asset Management Services</td>
<td>Frank Blenkhnarn</td>
<td>07876 707567</td>
</tr>
<tr>
<td>Facilities Management - Catering/Cleaning</td>
<td>Michelle Holdsworth</td>
<td>07974 327068</td>
</tr>
<tr>
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<td>Mary Lee</td>
<td>07974 327071</td>
</tr>
<tr>
<td>Duke of Edinburgh’s Award</td>
<td>Lisa Hignett</td>
<td>01768 812284</td>
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