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| **SECONDARY SUMMER TERM** |
| **Becoming a Teacher**: Contractual and Legal Responsibilities [Part 2] |
| **Objectives*** Understand appointments and contracts, including entitlements in the Early Career Framework
* Understand ‘duty of care’
* Understand responsibilities re: Safeguarding, H&S, E-safety, data protection, fire evacuation and first aid
* Understand risk assessments, esp. school visits
* Understand duty to promote inclusion and access
* Understand how to create ‘safe’ classrooms and workplaces, including managing behaviour
 | **Link to the Core Content Framework**This session goes significantly beyond the CCF in specifically addressing Part 2 of the Teachers' standards |
| **Activity** | **Resources Required** |
| **Link to prior knowledge - teacher terms and conditions**Trainee/s discuss:* What does 'duty of care' mean?

Try a pop quiz:-How many days a in a year do teachers have to teach (if full time)?-What planning and preparation time are teachers entitled to?-Do teachers have to cover for absent colleagues?Feedback and use the session powerpoint, slides 1-8, to discuss. | Powerpoint: Teachers contractual and legal responsibilities |
| **Specific legal responsibilities**Trainees list what they think they need to know in order to fulfil their responsibilities for-safeguarding-health and safety-e-safety and digital literacy-equality-safe working practicesUse slides 9-14 of the powerpoint to discuss - and prompt trainees to identify things that they need to find out more about. | Powerpoint: Teachers contractual and legal responsibilities  |
| **Plenary - the Teachers' Standards**Display part 2 of the teachers' standards (Slide 15 on the powerpoint).Discuss the expectations of teacher behaviour. What does it mean to "demonstrate consistently high standards of personal and professional conduct"? Are there any things here that they want to find out more about? | Powerpoint: Teachers contractual and legal responsibilities  |

***APPENDIX 1: Case study – A school sets out a statement of Intent for PSHE.***

***‘Personal, Social, Health and Economic (PSHE) Education and SRE supports children to* value themselves and others through the understanding of emotional literacy and social *skills as well preparing them for life in an ever-changing world. This involves an understanding of maintaining a positive physical and mental health and equipping pupils with the knowledge and skills necessary to make safe and informed decisions.’***

This statement is usually just *part* of the provision for PSHE. Other support systems are set up to enable children with additional needs to get the most out school life and take an active part in it. SEND coordinators often have significant input into this area. Additional arrangements might read like this:

***‘…We believe that Personal, Social and Health Education is vital in giving the children the tools they need for successful lifelong learning both academically and socially. Alongside PSHE lessons in class, children who need extra support can also access a wide range of interventions to help their emotional development and self-esteem. We have several members of staff trained as Thrive practitioners (a County wide programme to support children with emotional needs) who work with individuals and groups of children. We have ‘Forest School’ sessions based in our yurt. In our school we use the 'Jigsaw' PSHE scheme which conforms with the expectations of the SRE syllabus September 2020.’***

‘Jigsaw’ and ‘1Decision’ are two popular programmes for delivering PSHE and will be name-checked in this unit. They are good places to start for further research into the topic.

**PSHE** usually means personal, social health and economic education. An awareness of and an ability to take care of personal finances has become an important inclusion in recent versions of the programme.

**SRE** or sex and relationship education is only compulsory from Yr.7 onwards according to the National Curriculum. Maintained primary schools are required to teach elements of sex education contained in the science curriculum.

**Here is one school’s curriculum statement outlining how they teach PSHE.**

# **PSHE**

**Intent**

In our school, personal, social, health and economic education (PSHE) enables our children to become healthy, independent, resilient, responsible, and confident members of a society.

 We feel it is an important part of children’s education to help them to understand how they are developing personally and socially. The intent of our PSHE curriculum is to build upon the skills that children start to acquire during the Early Years Foundation stage and offer both explicit and implicit learning opportunities which reflect pupils’ increasing independence and physical and social awareness as they move through the primary phase.

We provide children with opportunities to fully engage and learn about rights and responsibilities and appreciate what it means to be a member of the diverse society in which we live, and to respect others as equals.

We want to enable children to make an active contribution to the wider community by helping them to manage their physical and emotional changes at puberty and equip them for life in our ever-changing world.

We are aware of the way that PSHE supports many of the principles of safeguarding and links closely to schools Safeguarding and British Values Policies. Through our PSHE curriculum we recognise our duty to ‘actively promote’ and provide opportunity for children to understand fundamental British Values (Democracy, The Rule of Law, Individual Liberty, Mutual Respect and Tolerance) first set out by the Government in the ‘Prevent’ strategy in 2014, for those with different faiths and beliefs in order for them to become fair, tolerant, and confident adults in a forever challenging world.

**Implementation**:

-Teachers use and adapt ‘1Decision’ planning and resources to ensure we have full coverage of the curriculum and address needs accordingly. We intend to build, where appropriate, on the statutory content already outlined in the National Curriculum, the basic school curriculum and in statutory guidance on i.e., drug education, financial education, citizenship, personal safety, sex and relationship education (SRE) and the importance of physical activity and diet for a healthy lifestyle.

-Our PSHE curriculum has flexibility so that teachers can deliver lessons as a result of an issue having arisen in their own class.

-Children will begin a topic by completing a self-assessment (baseline) and then go back and review their progress at the end of the unit of work. This enables teachers to support children according to their needs.

-Key vocabulary is a very important element of the PSHE curriculum. We are keen to regularly revisit the key vocabulary children should be using in their everyday lives. It is important that words like **‘mental health’** and ‘**bully’** are used in the correct context.

-Our classrooms have a ‘TEN A DAY’ poster displayed to remind children to look after their mental health. We also display pictures of different emotions and photos to remind children of the different strategies they can follow to manage their feelings and behaviours. Working Walls throughout school focus on key aspects of PSHE and exemplify the terminology used throughout the teaching of PSHE.

-The whole school takes part in special days and events to raise awareness on important topics e.g., anti-bullying week, children in need, Black lives matter, Mental health days, Comic Relief, Sport Relief, NSPCC awareness and fund-raising events.

-Children participate in whole school and class assemblies where their spiritual, moral, social, and cultural curiosity is stimulated, challenged, and nurtured through the coverage of key events and National and Global news.

-Children are taught to follow the TEN A DAY initiative to help manage their own, and other children’s mental health.

-A group of children from Yr.5 attend Mental Health Ambassador training. They can remind others to follow the TEN A DAY choices and act as ‘sign-posts’ to playleaders and teachers during lunch and playtimes.

-Children participate in Wellbeing afternoons, with opportunities to have fun activities that they have chosen to do with their class.

-Children are encouraged to follow the School’s ‘Golden Rules for Behaviour’ and to use the ‘Learning Powers’ skills to help them be curious, confident, and independent learners in their everyday lives. Children opportunities to earn a 30-minute ‘Golden Time’ activity per week.

-Children with additional PSHE needs have the chance to take part in small group work. These children are assessed using the Boxall Assessment tool and have individual targets set.

-Children participate in termly whole school friendship group meetings. Many of these have a PSHE focus. E.g., Find your Brave.

-We provide resources for children who suffer loss or bereavement and work closely with other agencies.

**Impact**

The impact of the PSHE curriculum will be that the standards of attainment across the school will meet or exceed those which are expected nationally. All children will demonstrate a healthy outlook towards school, and attendance will be at least in line with national levels. Behaviour will be exemplary!

 Through our RSE curriculum children will become confident individuals who have positive body awareness, an in-depth knowledge of how to keep themselves safe and healthy and who will, through respect, tolerance and understanding, forge and maintain positive relationships with a diverse range of family and friendship groups. Children will leave primary school equipped with the skills needed to navigate their journey ahead.

***APPENDIX 2: Case Study – School Councils***

*The School Council can play an important and significant role in the life of a school but needs careful guidance and a commitment from senior leadership if it is to have any real relevance or impact. Good School Councils are made not born and need to be nurtured so they can grow into an integral part of life of a school. As conduits for communication, they can prove invaluable*.

The Birth of a School Council – A Case Study

**School Council** – it sounds such a great idea. A group of children representing their peers in discussions with the adults in charge of the school, helping to make and shape decisions that affect everyone…what’s not to like?

It is a great idea, but it is also a lot of hard work and there are big implications for the rights and responsibilities of such a group. A successful school council is as much a product of the staff assigned to help it function as it is to the children elected to be part of it. The staff will need training, and in the early stages of the council’s existence, need to know how to run and manage the meetings. But first things first – the election of representatives!

**Elections**

For a new school council, elections could take place in the Autumn term. The first half term can see the idea introduced and likely candidates encouraged to stand. Posters can be designed and manifestoes explained. KS 1 children will love the thought of the council, but it is probably a better idea to talk to them in an assembly rather than have them attend every meeting. Schools may have different ideas about this and if the children are up to it, there is no problem with them attending meetings with the older council members. It is an excellent opportunity for younger and older pupils to have a purposeful interaction. Reporting back to the class or year group is an important part of the council’s role and can form part of that arrangement.

**Voting** can take place in classes using a secret ballot. Print the candidates’ names on a grid for children to select their choice. The highest scorers are duly elected. This could be the highest scoring boy and girl as main delegates, and the second highest boy and girl as deputies. In large schools where there may be single age classes economies of scale may be needed. If the council is too large, the organisation of meetings could be problematic e.g., where is there a room with enough space to meet? How often can this group convene? Etc.

 **Roles and Responsibilities**

As a member of the school council, children need opportunities to meet, talk to classmates about issues that concern them, gather opinion about life in the school community and be trained in how to respond to the demands of their new role.

It’s a good idea in the early days of the school council to a) where a badge to identify the councillor and b) set up a class ‘Suggestion Box’ where all children can submit questions without being under scrutiny of others and feeling self-conscious. The contents of the suggestion box can form part of the content of council meetings and suitable actions taken.

**Reporting Back** – an active council needs to show its is listening and acting on behalf of its members. Feedback could be to the class or year group, as part of a regular whole school assembly slot, in a newsletter from the school or older children acting as visiting speakers to younger children to tell their class or year group what the council is up to. Lots of important social and inter-personal skills can be developed through these initiatives.

**Staff**, in particular, the senior leadership team need to be involved and accommodating in the feedback process. The headteacher and the school governors should have an invitation to school council meetings and if they cannot attend, make time arrangements with the delegates to be updated on the business of the meeting.

**Teachers** in charge of organising the school council have a coaching and mentoring role to give the delegates the necessary skills to speak to groups – large and small and to respond appropriately to questioning. Speaking to the school in an assembly can be a daunting prospect but presents a great opportunity to develop confidence and self-esteem.

**Meeting etiquette** and managing discussions are key skills to impart to council members. Clear structures for meeting organisation can increase the efficiency of the business on the agenda and instil the values of taking turns, listening, and allowing others to speak without interruption. Taking meeting ‘minutes’ keeps a clear record of actions to be taken from business discussed and is probably best handled by the staff member present in the first instance. ‘Minute taking’ could be another area to develop as the council becomes more established.

**The School Council are ambassadors for the school.** They represent the best the school has to offer and as such their inclusion in publicity, special events and the life of the school community is vital. Their contributions to school life might include interviewing candidates for jobs in the school (particularly new headteachers!), showing visitors around on a guided tour, managing fund raising for a chosen charity, working with the PTFA, and coordinating team competitions and sports day events.

The School Council, if handled well, encouraged, and given status and importance will enhance the working of that school. In the current climate in education, a group that works with people and for the people it represents has a unique and valuable role.