

e-PD Subscription and Offer to Sussex Schools

1 September 2018 – 31 August 2019

Welcome

We are delighted at the valued contribution made by our subscribing schools to the e-PD school-led collaborative community in 2017/18. We would now like to invite all Sussex schools to continue the success of e-PD by accepting this offer to subscribe for 2018/19, to continue sharing skills, experience and good practice with each other.

This document pack provides details of the offer to subscribe to e-PD for the new academic year **from 1 September 2018**, including opportunities and choices for discounted additional services.

What is e-PD?

e-PD was created in 2011 **by schools for schools as a not-for-profit organisation with a collective moral purpose** and has grown into a vibrant hub of over 200 schools with over 6,500 staff continuously working together to share skills, expertise and good practice.

Our aim is to develop e-PD into a 'one-stop shop' to meet all your professional learning and development needs.

What are the benefits?

e-PD helps to highlight the importance of professional development and the need to allocate an appropriate budget as part of the school improvement plan. By subscribing to e-PD your school or locality can benefit from:

- ❖ gaining support and information from the wider school community
- ❖ participating in major conferences and events at heavily discounted prices, plus support for your school or locality to run larger educational events
- ❖ generate income for your school by earning 'credits' (1 credit = £1.25, cashable at any time) for training provided to other education establishments
- ❖ reduced time out and travelling for staff by ensuring a good geographical spread of courses in Sussex
- ❖ a directory of lead practitioners and subject specialists, filtered by phase, locality and school
- ❖ 'signposting' and 'brokering' to find guidance and support
- ❖ discounted services from external partners and consultants
- ❖ a valuable central repository of good practice resources
- ❖ access to the highly successful Edge Hill University mathematics and literacy intervention programmes at discounted prices
- ❖ the opportunity to participate in focus groups to develop new ideas and promote disciplined innovation
- ❖ access to specific subject led (by phase) or group forums for sharing information, ideas, knowledge and expertise
- ❖ access to external enrichment provision for pupils.

New for 2018-19

Arrangements are already underway to offer new opportunities to our subscribers in 2018-19:

- **English Conference** for the primary schools on 31st October 2018; building on the successful collaboration with the Local Authority for the Primary English Conference.
- **CPD Toolkit** for school facilitation from The Key – over 20 modules prepared by experts and quality assured to deliver all aspects of professional learning, from Developing a Growth Mindset to Behaviour Management and Success in Middle Leadership.
- Follow-up sessions to **Mental Health & Wellbeing Conference** (June 2018) to continue working from the conference in locality areas.
- **Support for new Headteachers** and induction programmes.
- **Train the trainer** opportunities.
- **Growth of external partners** offering a variety of training, consultancy and coaching services to e-PD subscribers at discounted prices.

Motivating staff and achieving best value

Securing professional learning and development provision for staff and measuring the impact as part of their performance review helps school improvement and contributes to staff satisfaction. e-PD can help to stretch the school CPD budget by ensuring that training is relevant and cost-effective. In summary e-PD helps to:

- ❖ focus professional development on clearly defined needs
- ❖ maintain staff morale by valuing the development of their talent
- ❖ ensure sustainable improvement in a period of financial constraint
- ❖ provide value for money through economies of scale
- ❖ fill the void left by a depleted local authority
- ❖ deliver professional development and training to your door at a very competitive price.

What is the Offer?

A **Service Level Agreement** is included in this pack setting out the scope of services, mutual responsibilities, operation of the 'credit' system and our cancellation policy.

Annual subscriptions to e-PD are **due on 1 September 2018**. Schools will need to renew their subscription in order to qualify for pre-booked courses running after 1 September.

How do I subscribe?

Just complete and return the interactive **Subscription Form** included with this pack together with your payment. The subscription fee remains at just £1 per pupil (as per the Spring census). An initial one-off joining fee for schools new to e-PD is payable of £250 for Secondary schools and £150 for Primary/Special schools, in addition to the per pupil element. Lapsed schools do not have to pay this joining fee – please contact info@e-pd.org.uk if you are unsure if this fee applies to your school.

Who can join e-PD?

Schools

All schools (Primary, Middle, Junior, Secondary, Special, Academies, Free and Independent) can subscribe to e-PD on the terms set out above under 'How do I subscribe?'

Higher / Further Education Institutions

Colleges of Further Education and Universities can subscribe to e-PD on terms to be agreed on application.

Localities or Education Improvement Partnerships (EIPs)

Localities and EIPs can advertise their central provision through e-PD for a small annual fee of £250, provided that the majority of their schools have already subscribed individually.

Teaching School Alliances

Teaching School Alliances can advertise their central provision through e-PD for an annual negotiated fee. Please contact info@e-pd.org.uk for more details.

SEN Hubs

All SEN Hubs can subscribe to e-PD for a small annual fee of £250, provided that the majority of their Hub schools have already subscribed individually.

Multi-Academy Trusts (MATs)

MATs can subscribe to e-PD on terms to be agreed on application.

Organisations

Selected organisations and commercial providers can also join e-PD, including providers of enrichment programmes for pupils, for an annual fee plus 10% of the price of each place booked or service traded via e-PD. These organisations and the services they provide can be viewed and accessed by e-PD subscribing schools but the organisations themselves cannot see schools' activity in the e-PD online hub or approach the schools directly through the service.

Consultants

Selected consultants, advisers and experts can also join e-PD for an annual fee to be agreed on application, subject to a proven track record in schools and two good references confirming their capability. They can then offer their services through e-PD but without access to the internal functionality of the e-PD online hub.

School to School Support: Lead Practitioners

A powerful feature of the e-PD website www.e-pd.org.uk is the ability to search for lead practitioners and practitioners. e-PD can help to signpost the route and broker advice and support for schools by:

- ❖ identifying and designating lead practitioners, against a set of criteria, across a range of subjects and disciplines
- ❖ searching for lead practitioners
- ❖ offering guidance through the e-PD helpdesk and brokering and scoping the right support and price
- ❖ proposing a Teaching School, Locality Group, Learning Service or an individual school or external coach, that can provide appropriate support for a fee to be agreed.

This means that schools can showcase the skills and talents of their leading staff, with the potential to earn an income from supporting other schools.

The registration of individuals on the e-PD website allows schools to name and share details of their lead practitioners. Examples of lead practitioners can range from the national designations of NLE, LLE and SLE, SBM to AST, MaST, ECC, ECar, Lead SENCO, EYFS Lead, LMT, HTA and individuals who have excelled in their area taking learning and teaching or administrative or technical efficiency and effectiveness, to a different level.

Central e-PD events

Aside from enabling schools to engage and collaborate with each other, e-PD regularly administers or supports headline conferences such as the West Sussex Primary and Deputy Heads, Secondary Heads and Deputies, SEND, Primary English and e-Learning and Online Safety. We can also support schools and localities with professional learning and development programmes. By working with our partners we can bring larger events or specialist professional learning and development to our subscribers at substantially reduced cost.

Enrichment (G&T) provision for pupils

Since the Local Authority's withdrawal from Gifted and Talented provision for pupils, a small group of external enrichment providers has been retained by e-PD to give schools access to a variety of exciting enrichment opportunities at venues across West Sussex. The e-PD system places no restriction on the number of places for each school and these are allocated on a first come first served basis.

Please contact info@e-pd.org.uk your school would like to share their own enrichment provision with other schools via the e-PD website.

Our Partners

We are continually looking to develop partnerships with organisations that can bring real benefits to our subscribing schools.



The Key for School Leaders <https://schoolleaders.thekeysupport.com/> is the national information service providing almost half the schools in England with instant answers to questions on all aspects of managing schools. Members use the service to get expert information, save time, solve problems and increase efficiency. It offers practical guidance, examples and case studies, original documents and templates, clear summaries of national policies, and examples of innovative practice.

e-PD has reached agreement with The Key to offer a discount of 20% on the standard price of membership with no joining fee, for e-PD subscribers. Schools pay an annual fee from 1 September and once registered, any of their school leaders gain access to The Key. To join The Key for School Leaders please complete and return the relevant form included with this pack where indicated and enclose the appropriate joining fee.



The Key's CPD Toolkit <https://cpd.thekeysupport.com> enables schools to download ready-to-deliver tools and materials to run high-impact, in-school professional learning for teachers, leaders and support staff. There are over 20 topical, evidence-led modules which have been tried and tested by CPD facilitators.

e-PD has reached agreement with The Key for a reduction of 20% on their standard annual pricing (depending on pupil numbers), for e-PD subscribers with membership of The Key. Please complete and return the relevant form included with this pack where indicated and enclose the appropriate joining fee.



The Key for School Governors

<https://schoolgovernors.thekeysupport.com/> answers questions on any aspect of school governance. Members use the service to stay up to date, understand their role, and quickly get to grips with important issues. It offers practical information, expert guidance, checklists, sample documents, case studies and news about the school sector.

e-PD has reached agreement with The Key to offer a discount of 20% on the standard price of membership with no joining fee, for e-PD subscribers. Once registered, any of your school Governors can gain access to the service. To join The Key for School Governors please complete and return the relevant form included with this pack where indicated and enclose the appropriate joining fee.



Every Child Counts (ECC) Mathematics and Literacy Programmes *(Schools can use targeted Pupil Premium or School Improvement funds, as appropriate)*

Our continuing partnership with Edge Hill University means that we can provide their Mathematics and Literacy catch-up programmes to subscribing schools under licence, at discounted prices. Non-subscribing schools can join these groups but the cost will be significantly higher.

Mathematics

- ❖ Becoming 1stClass@Number
- ❖ 1stClass@Number and 1stClass@Number 2
- ❖ Success@Arithmetic – Number Sense and Calculation
- ❖ Numbers Count
- ❖ Talk 4 Number

Literacy

- ❖ 1stClass@Writing: The Pirate Writing Crew (support to access the Year 3 Curriculum)
- ❖ 1stClass@Writing: Dragon Hunters (support to access the Year 4 Curriculum)
- ❖ Better Reading Support Partners (for Years 1-10)

Schools can book places on individual courses or we can provide training for groups of schools or localities. More details about these individual programmes are available on the e-PD website under Events.

e-PD online Forums

Subscribing schools can use a series of Forums when logged in to the e-PD website – online discussion sites or message boards - for Headteachers, practitioners and members of groups, localities or alliances to have structured conversations, share information and resources and to ask questions.

Related Documents or Additional References

The e-PD subscription form is included as a link below to complete and return to us, together with your payment in order to secure your access to e-PD for the next academic year. This form, together with the Key subscription forms, are now provided as interactive pdf versions so you can complete them using a PC, save and then email back to us, saving you time and money. Alternatively, you can print and complete manually and then scan or post the forms to us with your payment.

The following documents are related to the e-PD offer for 2018-19 and can be accessed via the relevant links:

- ❖ [e-PD Subscription and Credits Form](#)
- ❖ [e-PD Service Level Agreement](#)
- ❖ [Information for The Key Leaders / Governors](#)
- ❖ [Information for The Key CPD Toolkit Training Modules](#)
- ❖ [E-PD Annual Report 2017-18](#)

e-PD continues to grow and reinvest to ensure that the range of services available to subscribers remains relevant and provides value for money. Remember, e-PD is your opportunity to request things that you need that are not currently being provided. If there are high profile speakers you would like to see, let us know so that we can bring them to you and underwrite the risk of running a larger event.

We very much look forward to working with you and your school in the future.