

Educational Services



Trust our knowledge and expertise

octavopartnership.org

Who are we?

Octavo Partnership Ltd is unique in that we are a mutual trading company co-owned by Headteachers. This has a powerful impact on the services we provide, ensuring our offer is responsive to the needs of schools and of a high-quality. As a not-for-profit organisation, we are committed to reinvesting our profit into improving educational outcomes and research that can help build capacity and resilience for the future.

Our highly-skilled improvement and development professionals include school leaders, teachers, expert consultants for the DfE and subject specialists who share your passion for ongoing development across the education sector and improving outcomes for young people.

We offer personalised consultancy, training and development, back office services (IT, HR and Finance), governance and leadership support. Our ethos is that collaboration gets the best results between our partners, services and our customers. We look forward to working with you.

To find out more about how we can help you:

- 📞 020 8241 5460
- ✉ enquiries@octavopartnership.org
- 🌐 octavopartnership.org

We delivered training courses to over 4500 delegates from Croydon and Bromley schools in 2018



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Improvement & Development

Human Resources

Governance

Information Technology

Educational Psychology

Finance

Professional Development

Newly Qualified Teachers

Professional Development

Why us?

Our courses are run by expert trainers and associates who practise at the top of their chosen fields, ensuring you learn from the best. We design our training to respond to local and national issues so that school staff remain up to date with the knowledge and skills they need in this changing education environment.

What we offer

We offer a centralised training programme which focuses on school development and ensuring schools, academies and colleges meet regulatory requirements. Our courses can be delivered in your setting ensuring staff receive relevant CPD tailored to their environment.

We support leaders in schools through school wide initiatives developing mathematical reasoning, safeguarding and DSL training, new to leadership programmes, moderation and assessment training, SEN and behaviour management.

Our mathematics training has achieved the NCETM's CPD standard accreditation, the safer recruitment training is accredited by the Lucy Faithfull Foundation (member of the Safer Recruitment Consortium) and our safeguarding and nurture trainers are fully accredited.

Benefits

- Flexible annual subscriptions at discounted rates
- Access to the latest information and thinking
- Sharing of best practice with colleagues from other settings
- Certificates for all delegates to evidence CPD
- Online individual Octavo CPD record

We regularly update our training offer and to find out more go to: www.octavopartnership.org/courses/



We enabled over 150 Croydon teachers to benefit from SSIF and Erasmus funded development in 2018

Educational Psychology

Why us?

Octavo's Educational Psychology team is highly regarded for its expertise and flexible approach in response to need. The team are qualified psychologists, who are registered with the Health and Care Professions Council and hold Enhanced DBS certificates. The EP service includes a full psychological service to a range of settings in response to presenting needs, for example:

- Consultative advice and support to parents and staff
- Pupil assessment and intervention including examination access
- Educational Psychology advice for EHC plan applications
- Critical incident support including a contingency package

What we offer

EP time can be purchased on a half day or full day basis to provide advice and assessment of a child's educational needs. We can provide DSL supervision, ELSA training and supervision, and nurture, emotional well-being, SEN and behaviour management training.

Benefits

- Experts at working in partnership with multi agencies, parents and school staff
- Highly regarded team which has a depth of experience, knowledge and skills
- Access to up to date and relevant research enables us to model good practice

For a quote tailored to your requirements, please contact edpsychology@octavopartnership.org

Over 99% of feedback from delegates on our SEN training said that the course had helped them have a better understanding of their role



Finance Service

Why us?

We are experts in academy, school and charity finance which enables us to support you with the full range of finance activities. We focus on providing you with accurate and reliable financial information presented in a way which enables your management team to quickly identify potential problems and to make strategic financial decisions. We use the latest web-based budgeting software so there is greater flexibility in making remote changes between visits to schools.

What we offer

Our support is tailored to suit each school's circumstances and can include:

- Budget management and budget planning
- Reporting for Governors and the Local Authority
- Responsible Officer termly audits
- Head teacher, Finance staff and Business Manager training/refreshers

Benefits

- Finance experts who have worked within schools, MATs and a variety of settings
- Extensive knowledge of school finance challenges, budget deficit management
- Experts in working collaboratively with Head teachers, Governors and Finance teams

For a quote tailored to your requirements, please contact enquiries@octavopartnership.org

We cover over 3000 staff in Croydon schools through our HR support contracts



Governance

Why us?

Our innovative Governance team provides training, advice and consultancy enabling school and academy governors to jointly lead and manage their schools to achieve the best pupil outcomes.

We ensure that your Board acquires the knowledge, understanding and skills needed to help navigate the twists and turns of educational governance today.

What we offer

1. Advice, Support and Guidance

- Unlimited telephone and email advice relating to school governance
- Face to face guidance meetings for complex situations
- Best practice resources, briefings and templates
- New chair, clerk and governor packs

2. Training and Development

- Comprehensive central CPD programme available in two venues
- Bespoke on site Board training and development sessions
- Extensive online governor e-learning programme

3. Professional Clerking

Full clerking service, ad hoc clerking, disciplinary meetings, exclusion meetings, complaints and clerk mentoring

4. Independent Panels

Independent Review Panels and Admissions Appeal Panels

5. Consultancy

External review of governance, facilitated self-review, governance action planning, complaint investigations, Board mentoring

Benefits

- Fast and responsive advice from experts in all areas of governance
- Outstanding CPD training programme for governors
- Independent and objective support provided

For a quote tailored to your requirements, please contact octavogovernance@octavopartnership.org



"As a result of the bespoke training, governors are working more effectively as a team rather than doing their own thing. Meetings run more efficiently and are timely."

School Feedback

"The training has heightened my awareness of data, interpreting data, asking challenging questions in relation to finance, data, progress and attainment and effectively monitoring and evaluating the school's performance."

School Feedback

Human Resources

Why us?

We support heads, governors, school leaders and trust boards as they lead and manage staff, helping them avoid potentially costly HR mistakes. Our approach is personal, building strong relationships with school leaders to ensure that we partner them in delivering the strategies needed in their setting. As education HR specialists, with up to date employment law knowledge and extensive school HR experience, we understand the impact education law has on employment situations.

What we offer

Our HR advice and support includes restructures, sickness, performance management, capability, maternity, disciplinary, pay awards, retirement, grievances, safer recruitment, succession planning and staff conduct. We know schools like to access their HR support in different ways and so our offer includes:

1. Employee relations contracts with unlimited advice and support
2. Contracts for a specific number of hours of HR support
3. Independent investigations into conduct or grievance concerns or complaints
4. Gender pay gap reporting
5. Head teacher recruitment
6. HR training

Benefits

- Fast and responsive help line staffed by a team of education HR experts
- Expert support for formal hearings and investigations
- Practical employee relations advice which reduces the risk of costly HR mistakes

For an HR quote tailored to your requirements, please contact hrservices@octavopartnership.org

"Schools have received professional, sound and robust advice that has supported them and governors through all steps of the HR process and we have benefited from there being a team of advisers."

Headteacher, The Croydon Catholic Primary Schools Umbrella Trust



Improvement and Development Service

Why us?

Through the provision of high-quality consultancy, our improvement and development specialists will support your school or academy to improve outcomes for your pupils through effective school improvement. We are experts in analysing what matters.

Our consultants have a wide range of educational backgrounds: teachers, inspectors, senior leaders in schools and colleges, subject specialists and expert consultants for the DfE. Through a combination of challenge and support, we engage settings in reflective conversations about their ongoing development. Our approach is one of collaboration and partnership. We have access to a range of associates which enables us to support you in all areas of school development in mainstream, independent and specialist settings.

Our knowledge of local and national agendas and what these will mean for your setting will support you in moving forward in the changing educational landscape. Our improvement and development consultants have a wealth of funded project delivery expertise, examples include SSIF and Erasmus funded projects. We specialise in whole school approaches to developing vocabulary, a reading culture, developing mathematical reasoning, curriculum development and preparing for inspections.

What we offer

Our expert consultants are available for half day and full day sessions on site to provide support tailored for your school. Our consultants provide support and training for EYFS, behaviour management, formative and summative assessment, SEND, EAL, improving outcomes for disadvantaged and vulnerable learners, middle leader development, peer learning, Teaching and Learning audits, subject reviews.

Benefits

- On-site support from school development experts
- Benchmarking and funded project expertise
- External consultants providing objective and independent guidance
- Experts in local and national agendas for schools

For a quote tailored to your requirements, please contact enquiries@octavopartnership.org

"Thank you to you and your team for what I felt was a really positive experience of moderation. It was helpful for the professional development of all the Year 6 teachers."

Nikki Gomulka
Federation Year Group Leader (Year 6)
Selsdon Primary and Nursery School



"Both Octavo and Oasis have a communal aim and that is to ensure that the children of Croydon get the best quality education possible. Learning walks and transparency with our linked advisor have contributed in turning Oasis Academy Ryelands from a failing school to one that the children, parents, staff and community can be proud of."

Glenn Lillo from Oasis Ryelands



IT Service

Why us?

What differentiates our IT team is our knowledge of schools enables us to ensure that you have the right back up, security, safeguarding and contingency systems in place, so that you can plan and develop your IT provision for the future.

Our customer service success record is such that over 80% of calls to our IT Service Desk are resolved at the first point of contact. Our customers rarely experience any "downtime" as a result of our approach to IT maintenance and our monitoring service. Our expertise in SIMS, school administrative software and curriculum technology enables school IT systems to run smoothly.

What we offer

- SIMs MIS support including training, maintenance and development
- Emergency on-site technical support
- Helpdesk and remote access support
- On-site IT technical maintenance and monitoring service
- Cashless catering
- Mobile device management
- System integration and upgrades
- IT project management
- Safeguarding consultancy

Benefits

- Reliable and responsive IT support with a proven track record of success
- Proven track record of delivering multi-site projects, complex installations and upgrades
- Remote monitoring service to ensure school systems remain in good working order
- Regular on-site technician visits
- Experts who can advise you on safeguarding using your IT systems

For a quote tailored to your requirements, please contact enquiries@octavopartnership.org

Our IT service ensured customers had less than half a day of downtime in a year



"We have been using Octavo IT support for many years. We have always received a friendly professional service as well as advice and guidance on IT to support continual development of our IT facilities. When required, they will respond to urgent requests and work around our needs with full flexibility. The high quality of support is consistent across their workforce. We would not hesitate to recommend their service to any organisation".

Jenny Adamson
Headteacher
Saffron Valley Collegiate

NQT Induction Service



Why us?

Croydon LA as an 'Appropriate Body' for the induction of newly qualified teachers (NQTs) delegates this service to Octavo Partnership Ltd. Our role is to monitor, assess, and quality assure in accordance with current DfE statutory guidance on behalf of Croydon LA and confirm that the required standards are being met. We also register and monitor the progress of NQTs and report to the Teacher Regulation Agency (TRA).

What we offer

We provide comprehensive information and guidance for NQT induction for headteachers, induction tutors and NQTs. We assess the quality of the school's induction programme and assessment of their NQT.

We offer this "NQT Appropriate Body" service for a fixed fee per NQT.

Additionally, a programme of centrally organised NQT training courses can be purchased per NQT and extra support for NQTs and induction tutors:

- Observation of NQTs and feedback
- Specialist support for NQTs in difficulty

Benefits

- Verifies the school's induction is meeting the standards
- Validates the school's assessment of the NQT's progress and performance
- Responsive and high-quality support for NQTs and induction managers
- Streamlined Appropriate Body processes tailored to schools and NQTs

For a quote tailored to your requirements, please contact enquiries@octavopartnership.org

Over 99% of feedback from delegates said that the knowledge and skills gained from our safeguarding training would help them perform better in their role





Recruitment Service for Schools in Croydon

Why us?

We manage the teacher recruitment initiative TeachinCROYDON, on behalf of CHTA, which attracts teachers to schools in Croydon and the surrounding areas.

What we offer

We provide an all-inclusive recruitment service to a school for a fixed annual fee, which includes:

- Unlimited job advertising for the TeachinCROYDON website (Google ranked)
- Focused marketing and promotion at events and university fairs
- Guaranteed exhibition place at the CHTA's annual teacher recruitment event

Benefits

This teacher recruitment initiative has an excellent track record for successful recruitment and retention of teachers to schools in the Croydon area.

For a quote tailored to your requirements, please contact enquiries@octavopartnership.org



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Improvement and
Development Service



Governance



Educational Psychology



Newly Qualified Teacher



Finance Services



Human Resources



IT



CPD

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