

CROYDON SERVICES FOR SCHOOLS

→ Council supplied services for schools
April 2022 to March 2023

CROYDON | Delivering
for Croydon
www.croydon.gov.uk



Please note this is an interactive publication. When you see the following arrow → click or use it to navigate your way around this E-Publication.

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Introduction

Welcome to our directory of services for the 12 month period starting 1st April 2022.

We are delighted to continue to offer you a wide range of services to support you in development of your staff and volunteers, and helping you ensure your education setting remains up to date and compliant with regulations in this fast changing environment.

Our brochure is a summary of what we can do for your school. If you would like a quotation or more details about the service please do contact us. All services can be bought through the portal www.octavopartnership.org

If you need any help with your order or have a financial query please do contact us by emailing: croydonservicesforschools@croydon.gov.uk

Each Service Provider within the Council will be responsible for issuing any (SLA) service level agreement or specific service terms and responding to any service delivery related queries.

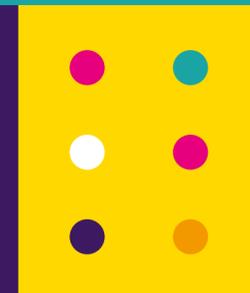
To enable us to deliver the best possible service, please could you submit your requirements by **8th March 2022** for the period 1st April 2022 to 31st March 2023.

We look forward to continuing to work in partnership with you.



SHELLEY DAVIES

Director of Education
Croydon Council





CLEAPSS

The SLA runs for
12 months from 1 April
2022 – 31 March 2023



CONTACT

Sally Berry

sally.berry@cleapss.org.uk

CLEAPSS is an advisory service providing support in science and technology to schools including establishments for pupils with special needs. CLEAPSS offers help to providers from nursery education through to Post 16 studies.

Fees

The LA membership of CLEAPSS is free to all our community schools and at a reduced cost to our other maintained schools. The LA renews its membership and licence annually at which point schools are asked to renew or purchase the licence.

The cost of the licence to each school is dependent on the number of pupils on roll in the autumn census. There is a flat rate of cost per pupil and the rate may change annually in line with the costs charged by the provider.

Price available on request. This service is for Croydon maintained schools only.

Access

Please note that your user name and password will change in February and so you will need to contact CLEAPSS directly to update this.

email: science@cleapss.org.uk



The full list of services provided by
CLEAPSS can be found on the website:
www.cleapss.org.uk



Continuous Professional Development



CONTACT

For bespoke training please contact:
octavo.enquiries@croydon.gov.uk

Service Description

Our courses are run by expert trainers and associates who practise at the top of their chosen fields ensuring that 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 fast changing environment.

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.

Offer

We offer a centralised training programme which focuses on school development and ensuring you meet regulatory requirements. Our courses can be tailored and delivered on site or online.

We offer an extensive governor virtual training programme and bespoke Board training.

Benefits

- Flexible annual subscriptions at discounted rates
- Subscriptions enabling 2 delegates from a setting to attend
- Access to the latest information and thinking
- Sharing of best practice with colleagues from other settings
- Certificates for delegates to evidence CPD
- Online individual CPD record for training course attendance.



Fees vary depending on duration, venue/virtual delivery and trainer. We regularly update our courses and for information on current courses go to:

www.octavopartnership.org/courses



ECT Early Career Teacher



CONTACT

Christine Lonsdale

Teacher Recruitment Consultant

Call: 07920 657 797

christine.lonsdale@croydon.gov.uk

Croydon Local Authority offers a professional 'Appropriate Body' service that supports the induction of Early Career Teachers (ECTs) in all schools and settings. Our service provides guidance, advice and training relating to the induction process and quality assurance of your ECT provision.

The appointment of an Appropriate Body is a statutory requirement for the induction period for all ECTs. It is the Appropriate Body that makes the final decision as to whether an ECT has met the Teachers' Standards on the recommendation of the Headteacher/Principal in the school where they work.

Offer

- Registering and monitoring the progress of ECTs
- Reporting the outcome of the ECT Induction period to the Department for Education
- Providing a briefing session for professional mentors, tutors and ECTs in the autumn term
- Checking new teachers receive statutory entitlements, are fairly and consistently assessed, and receive a programme of support and training based on the Early Career framework
- Quality assuring schools' systems for monitoring, supporting and assessing ECTs through visits to a selected sample of schools
- Giving advice where ECTs are at risk of failure and advising on appropriate support packages for the ECT.



Benefits

- Verifies the school's induction is meeting the standards
- Validates the school's assessment of the ECT's progress and performance
- Responsive and high-quality support for ECTs, induction tutors and mentors
- Streamlined Appropriate Body processes tailored to schools and ECTs.

Fees

The fee is £300 for each Early Career Teacher induction.



Education Development & Partnership Service



CONTACT

octavo.enquiries@croydon.gov.uk

We help education settings improve the quality of their provision and raise standards. We support the process of sustained improvement for your school at every stage and share your passion for delivering the best possible education and outcomes for your pupils.

Service Description

Our consultancy services are tailored to each individual school and are highly relevant to the needs of your setting. From whole-school strategy through to staff development and training, our services are designed to ensure the maximum benefits with the overall aim of improving the outcomes for all.

Our knowledge of local and national agendas, and what these will mean for your setting, will support you in moving forward.

Offer

- Bespoke in-school support
- Head Teacher Performance reviews and support with senior leader recruitment and induction
- Teaching and Learning reviews
- Subject Leadership training and support
- Curriculum support
- Assessment, standardisation and moderation services
- Termly briefings and forums: SEND, Safeguarding, Primary Assessment, Primary English, Primary Maths, MFL, Computing, Post-16.



Benefits

- ➔ Highly regarded team which has a depth of experience, knowledge and skills
- ➔ Flexible and responsive to individual school circumstances
- ➔ Ability to synthesise and disseminate initiatives and guidance, current evidence based research and information on emerging national and local priorities
- ➔ Training and Development programme that is fit for purpose, focusing on the key issues facing school leaders.

Fees

Bespoke in school support face to face £360 half day, £675 full day
Remote support £180 for 1.5 hours remote support
Fees may vary depending on scope of support and duration.

Educational Psychology Service (EPS)



CONTACT

Call: 020 8241 5468

edpsychology@croydon.gov.uk

Service Description

The team are qualified psychologists who are registered with the Health and Care Professions Council and hold enhanced DBS certificates. The Educational Psychology Service (EPS) team is highly regarded for its expertise and flexible approach in response to need.

Offer

A full psychological service is provided to a range of settings in Croydon in response to presenting needs. This includes regular consultative support to all maintained schools, academies and free schools both mainstream and, via a combined statutory and traded model. Statutory Educational Psychology time is funded by the Local Authority and additional traded time support can be purchased by schools for example, a range of activities described below.

The service aims is to use psychological principles to promote the development and well-being of children and young people within the Croydon community, apply psychology to help to meet local needs and to improve outcomes for vulnerable children and young people.

Benefits

- Strong local knowledge and able to offer continuity of service
- 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 the EPS team to model good practice.

Fees

The statutory educational psychology services, funded by Croydon Local Authority, are protected and distributed fairly and equitably across Croydon maintained schools, academies and free schools, both mainstream and special, according to need, based on a local data.

Additional sessions of Educational Psychology time can be purchased by Croydon schools subject to the EPS team availability.

The fee is £598 for 6 hour sessions which include the EP consultation, support and report writing.

Educational Psychology support can include:

- Consultation with school staff, parents and other professionals regarding individuals, groups and whole school issues including the statutory process
- Individual psychological assessment, advice and intervention to promote inclusion and to support access to the curriculum
- Continuing professional development to develop the skills of education professionals e.g. Emotional Literacy for Support Assistants (ELSA)
- Professional supervision for individuals or groups of staff such as Designated Safeguarding Leads.
- The service’s operational model is described within the Service Level Statement available on the Octavo website portal.



Employee Assistance Programme



CONTACT

Please send the signed service level agreement (SLA) for EAP to Ritika Singh by the 8th March 2022.

ritika.singh@croydon.gov.uk

Service Description

With ever increasing pressures at work and at home, and especially in the current scenario, there are times when we all need some extra support. This is why we are offering an Employee Assistance Programme (EAP) to support your employees' total well-being.

The programme offers:

- Comprehensive online resources
- Confidential 24 hours telephone-based support
- Up to 6 face to face/video or telephonic confidential support sessions based on a triage call with a counsellor.

EAP is provided by Health Assured, an expert provider of employee support services. All staff members are highly trained and qualified professionals who are experts in fields such as:

- Health and well-being
- Family matters
- Relationships, elder care, work place issues
- Debt management
- Employment issues
- Consumer rights
- Counselling

Health Assured also provides a crisis intervention and debriefing service to both individual staff members and teams when serious incidents occur. This service has an extra charge and can be arranged by contacting the account manager directly.



Fees

The fee for the 6 months commencing 1 April 2021 till 30 September 2022 is £3.25 per member of staff per for the 6 month.

The service is being re-procured for the period beyond 30th September 2022, and we will be in touch with your options once the procurement is completed.

Deadline for Orders

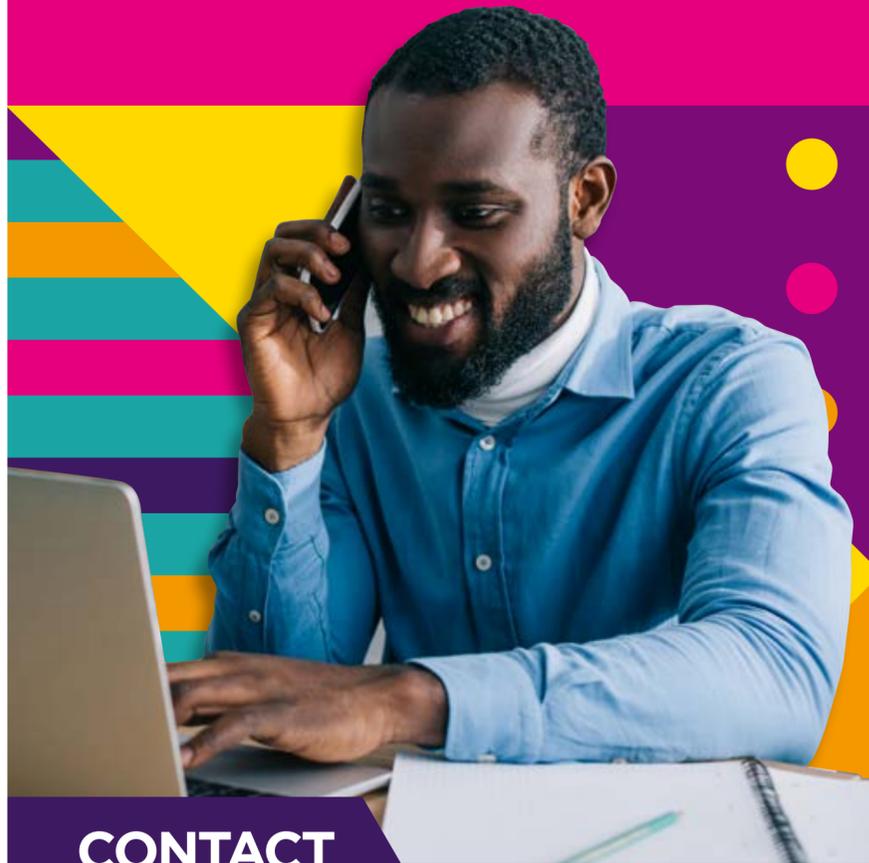
Please confirm that you wish to purchase by the 8th March 2022.

Please email the signed service level agreement (SLA) for EAP by the 8th March 2022 to ritika.singh@croydon.gov.uk





Governor Services for Schools



CONTACT

Caroline Davies

Call: 07920 657711

caroline.davies@croydon.gov.uk

Service Description

In a constantly evolving educational landscape, the Governance Team works with Boards to develop clear strategic leadership, outstanding governance and robust accountability so that Boards are able to demonstrate the impact of their work. Our experienced and dedicated team provides a comprehensive governance offer to support Multi Academy Trusts (MATs), Stand-Alone Academies (SAA) and Local Authority (LA) maintained schools.

Our offer

Advice and Support

- Telephone and email advice
- Face to face / virtual meetings for more complex issues
- Broad range of best practice resources and templates
- Induction and role packs for new Trustees, Governors, Chairs of Governors and Clerks

Training and Development

- Face to face to virtual programme
- Bespoke training tailored to your Board's / Trust specific development needs
- Access to online learning modules through the NGA Learning Link

Clerking

- Dedicated clerking service
- Ad-hoc and cover clerking
- Governor Panel support

The main types of contract:

1. Advice and Training
2. Training
3. Advice, Training and Clerking
4. Clerking

In addition we offer specialist contracts e.g. Independent Review Panels, external reviews of governance, governance investigation and bespoke training.

Benefits

- ➔ Training and Development programme that is fit for purpose, focusing on key and current issues facing Trustees and Governors.
- ➔ Readily available advice and support that is practical and underpinned by good governance practice and sound knowledge.
- ➔ Professional Clerks providing key guidance and producing high quality minutes to ensure compliant with your statutory responsibilities.
- ➔ Newsletters, updates and best practice resources utilising the latest information to keep all Trustees and Governors abreast of relevant developments.
- ➔ A range of specialist consultancy services, all of which can be tailored to meet the specific needs of your Board or organisation.

Fees

Advice and Training Governance Contract – fee £2595

Training Governance Contract – fee £1675

Advice, Training and Clerking Contract – quote available

Clerking Contract – quote available

Specialist service contracts - quote available

Governor Hub only - £ 160 per school

NGL Learning Link only - £115 per school





HR Employee Relations



CONTACT

octavo.hrservices@croydon.gov.uk

www.octavopartnership.org

Service description

We are a team of education HR specialists who have up to date employment law knowledge and extensive school HR experience. Our approach to HR recognises that effective people management has a fundamental contribution to make to school development and improvement. We take a customer focused approach to all HR advice, working with schools to achieve their outcomes in a way that reflects good practice. We are experts at guiding you through the complexities of employment and education law.

We provide advice and support on any HR issue including performance matters, disciplinary, staff grievances, sickness, flexible working, job evaluations, child protection, safeguarding, restructuring, redundancy, TUPE transfers, succession planning and setting terms and conditions. We will attend hearings, supporting managers presenting cases as well as advising panels, and will assist in the drafting of complex letters.

We also offer specialist services such as gender pay gap reporting, staff training (including safer recruitment and HR 'bitesize' for managers), head teacher recruitment and independent investigations.

We have 3 types of contract available:

1. Enhanced
2. Core
3. Hours based

Fees

Available on application. Please contact us for a quote. Calculated on staff numbers for the core and enhanced contract. A minimum fee of £2500 applies for the hours based contract. Our fee for 'ad hoc' advice and support is £100 per hour. Specialist 'ad hoc' service contracts - fee available on request.



Benefits

- Fast and responsive help line staffed by a team of education HR experts
- Expert support for formal hearings and investigations
- Practical advice which reduces the risk of costly mistakes and protracted legal proceedings
- Experts in school TUPE transfers
- Trusted HR advisors to MATs
- Named HR consultant who knows your setting and visits termly
- Access to a team of HR consultants.



Recruitment Service for Schools in Croydon



CONTACT

For a quote tailored to your requirements, please contact:

octavo.enquiries@croydon.gov.uk

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

What we offer

We provide two separate services to give schools the flexibility to choose the provision that they need at that point:

- a) **Exhibition place** at the CHTA teacher recruitment event (mixture of physical and virtual)
- b) **Advertising on the CHTA job board** (Teach in Croydon) - google ranked.

Benefits

- Focused marketing and promotion at events and university fairs
- Excellent track record for successful recruitment and retention of teachers to schools in the Croydon area.

Fees

Available on request for bespoke recruitment support.

Ad hoc advert - £135

Virtual Recruitment event - £135 per room





IT Service



CONTACT

Call: 020 8241 5470

octavo.servicedesk@croydon.gov.uk

Service description

Our knowledge of schools enables us to ensure that you have the right back up, safeguarding, security and contingency systems in place. We offer a full range of IT services to schools including multi-site integration, SIMS support and incident management support.

Our pro-active approach to maintenance means that our customers rarely experience 'downtime'. Our expertise in SIMS, school administration software and curriculum technology enables your school IT systems to run smoothly.

Specialist support contracts are available e.g. lesson monitor, menu management, LGFL Gridstore backup, remote access and bespoke training and support e.g. SIMS, School Census admin.

Benefits

- Any staff member can contact our Helpdesk for assistance. Our Helpdesk hours during term time are 8.30am to 5pm. We are flexible about timing of on-site visits but normally these are between 8.30am and 5pm
- Regular on site visits and remote monitoring service to ensure school systems remain in good working order.
- Fast and responsive support with an emphasis on problem solving to ensure minimal interruption to your school.
- Outstanding helpline with over 80% of calls resolved at first point of contact
- Faster resolutions through our preferential access to the Capita/ SIMS service desk.
- Experts in Multi academy trust integration and multi-site support, installation to support sharing of resources across sites.



Fees

Available on application. For annual IT technical support contracts - calculated on the number of hours of a technician on-site.

Annual SIMS support contracts - calculated on pupil numbers

Per hour annual technical support contracts - calculated on support hours required, number of sites

Ad hoc services can be purchased at any time, for example, network health checks, installations and upgrades, absent staff cover. Ad hoc fees are: £475 full day and £240 half day.





Occupational Health

The SLA runs for
12 months from 1 April
2022 – 31 March 2023



CONTACT

Ritika Singh

ritika.singh@croydon.gov.uk

Service Description

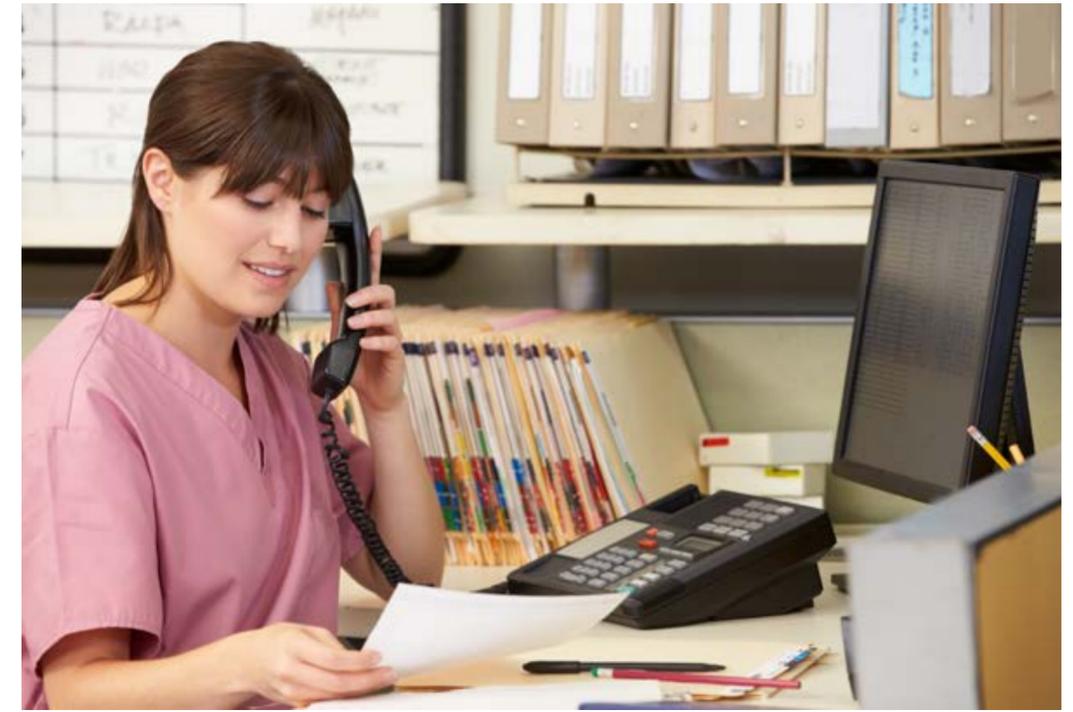
Croydon Council delivers its Occupational Health Service with our partner Medigold Health. The core service includes manager referrals, pre-employment health screening and assessments for ill health retirement.

Benefits:

Contract management will be administered by the Council's HR team. The school will have:

- Advice from Medigold Health: one of the largest independent Occupational Health providers in the UK
- Access to an online pre-placement health screening for new starters. This enables faster turnaround times with applicant's pre-placement health screening being sent instantly if the new starter can be declared fit without any further follow up
- Access to clinical and specialist staff when needed
- Its own access to an online management referral system with monitored KPIs: Appointments booked within 2 working days of receipt of referral appointments take place within 5-7 working days of receipt of referrals. Report issued within 5 working days of appointment
- Clear unambiguous advice with a focus on providing the fullest possible advice
- Assessment for eligibility for ill health retirement are via an independent medical professional at Medigold
- Access to Medigold's duty clinical manager is also provided to discuss difficult cases before the referral is made.

NB: At the moment appointments are telephone/video only due to COVID. However, where essential and depending on circumstances, face to face appointments will take place at the Council's premises at Bernard Wetherill House or another convenient location.



Fees

Occupational Health: £33 per member of staff per annum

The school signs up to these services for their total number of employees including casual employees.

Please see the SLA for details of the cost of appointments charged separately. Extra Charges (invoiced directly to the school by Medigold) include Hepatitis B vaccinations and other medical specialist's reports.

The school must sign up by the 8th March 2022 and email the signed service level agreement (SLA) for Occupational Health to Ritika.Singh@croydon.gov.uk





Post 16 e-Prospectus



CONTACT

Jo Jack

Call: 020 8726 7485

post16@croydon.gov.uk

Service Description

Croydon Council produces the annual Post 16 e-Prospectus which is available on line to all students in Year 11 attending a Croydon secondary school in September 2022. Croydon schools and colleges are encouraged to contribute information about their post 16 offer to attract and retain students.

Benefits

- A one page or multi page advert detailing the provision, location and any useful information on results, requirements, deadlines and services on offer
- Course offer added into the Post 16 e-Prospectus course listings
- Advertising of your Open Events in the Open Event calendar in the Prospectus
- Work based learning opportunities (traineeships, apprenticeships) option to have dedicated pages (charged as an additional page).
- Promotion of programmes suitable for students with special educational needs or disabilities or students with additional support needs in the e-Prospectus.

Fees

Available on application.

NB: Missed deadlines will be charged as £50 per missed deadline.

e-Prospectus

Please be aware that as the e-Prospectus is produced on demand, prices may change. If you would like to be included in the 2022/23 e-Prospectus, please let us know by email or phone no later than 25th March 2022. Subsequent deadlines to be advised.



For more information go to:

www.croydon.gov.uk/schools-and-education/education-training-and-careers-16-19s

www.youngcroydon.org.uk/education-training-jobs/



School Admissions - Appeals Service

The SLA runs for 12 months from 1 April 2022 – 31 March 2023



CONTACT

Niora Amani – School Admissions Manager
School Admissions Service

Call: 020 8726 6400 x 6292

niora.amani@croydon.gov.uk

Service description

This appeals service is specifically aimed at own admission authority schools (voluntary aided, academies, foundation and free schools) as the LA administers appeals for community schools who are required to cover the local authority’s cost of appeals.

Benefits

The service includes writing appeal statements, dealing with queries from appellants and representing own admission authority schools at appeal hearings. However, this does not include setting up appeal panels, arranging appeal hearing dates and any administrative costs incurred by the legal and democratic services.

The School Admissions Team has extensive knowledge, experience and expertise of all admissions issues, are abreast of new legislation and are able to offer professional advice and support. The appeals service is a specialist area and we pride ourselves on our success rate.

Fees

Price available on application.

Deadline for receipt of orders

Orders can be placed as and when required but please notify us before 1st April 2022 if you wish to buy into the school admissions appeals service. No charges will be incurred if no appeals are received for your school.





School Resilience

The SLA runs for
12 months from 1 April
2022 – 31 March 2023



CONTACT

Sonji Miller - Croydon Resilience Team

For a quotation and to discuss potential dates

Call: 020 8604 7022

emergencyplanning@croydon.gov.uk

Service description

The Croydon Council School Resilience Team are experts in managing complex emergency situations. They know all about your school locality and so can provide the most up to date advice and support to help your school with emergency planning and developing a school resilience plan.

Service offer for Croydon schools

- A) **School Resilience review** (day & half day consultation) – We will assess your existing emergency arrangements and provide you with a summary report with recommendations for improvement.
- B) **School Resilience Plan development** (day & half day consultation) - In addition to assessing your existing emergency arrangement and identifying any areas for improvement, we will develop a school resilience plan for your Governing Board approval.
- C) **School Resilience Plan Writing and Exercise Development** (day & half day consultation) and a 2 hour plan validation exercise - We will spend time with you to review your existing emergency arrangements, and will produce a school resilience plan for approval. We will create and deliver a bespoke exercise to validate your school plan and increase resilience awareness amongst staff. The school plan and an exercise report helps to evidence to board of governors that robust arrangements are in place for emergencies.
- D) **School Resilience Validation Exercise** (day & half day consultation) - We will create and deliver a bespoke exercise to validate your existing school plan and increase resilience awareness amongst staff. We will provide a summary report which outlines good practice and recommends any areas for improvement. This can be used as evidence that arrangements are in place for emergencies.



Fees

Package A:

School Resilience review - £165 (and £150 for Croydon LA maintained schools)

Package B:

School Resilience Plan development - £550 (and £500 for Croydon LA maintained schools)

Package C:

School Resilience Plan writing and Exercise Development - £1210 (and £1,100 for Croydon LA maintained schools)

Package D:

School Resilience Validation exercise - £770 (and £700 for Croydon LA maintained schools)





Teachers' Pension Service

The SLA runs for
12 months from 1 April
2022 – 31 March 2023



CONTACT

Croydon TP Team
Vicki Langston & Julia McDougall

Call: 020 8604 7383

teacherspensionsteam@croydon.gov.uk

Service description

We offer a comprehensive Teachers' Pension administration, checking and query resolution service with unlimited access to help and support from Croydon's very own team of teachers' pension administration experts. Our team has over 25 years of experience of teachers' pension administration. Their extensive knowledge of education pay, conditions of service, teacher pension scheme and pension reforms ensures you have a reliable and accurate administrative support.

Benefits

- Central records and electronic filing of Teachers' Pension (TP) forms, member instructions, service records and pension membership status for each teacher
- A "one-stop-shop" for all teachers and schools for their pension enquiries.
- Preparation and submission to TP Darlington of monthly auto enrolment schedules and auto enrolment advice and support.
- Preparation or validation of your monthly data collection reports and submission to Teachers Pensions. Correction of any subsequent error reports or queries all within the specified timescales.
- Advice and support to schools e.g. on using external providers/in-house payroll or converting to academy status
- Unlimited hours/days investigating and resolving pension queries with no additional charge for historic or complex cases involving several agencies e.g. correcting LGPS information, challenging TP on claims for retrospective uncollected pension contributions and investigation of archived material to capture missing information.

- For schools joining the Teachers' Pension Service for the first time, we provide an audit of all your teachers' pension records and take remedial action to bring all records up-to-date.

In addition: we offer free pension workshops on request and/ or 1-2-1 sessions with your teachers.

Fees

- 1) £23.50 per teacher for the year for schools and academies who use Liberata Payroll (with whom we have a data sharing agreement) and we administer their MCR (Including Monthly Contribution Reconciliation) and EOYC
- 2) £36.05 per teacher for the year for academies who use an external payroll provider or do their own in-house payroll and we administer their MCR (Including Monthly Contributions) but not their EOYC
- 3) £45.00 per teacher for the year for schools and academies who use an external payroll provider or do their own in-house payroll and we administer their MCR (Including Monthly Contributions) plus their EOYC. This applies to all Local Authority schools who use a private payroll provider as the Local Authority has to do their EOYC.

NB: Where a school uses an external payroll provider which does not buy the all-inclusive service, they may be subject to separate itemised charges for TPS administration as necessary.

New orders must be received by the 25th March 2022 to allow the TP Team to set up the necessary arrangements for access to pension records.



Whistleblowing Policy & Procedures

The SLA runs for 12 months from 1 April 2022 – 31 March 2023



CONTACT

croydonservicesforschools@croydon.gov.uk

Service Description

Croydon Council's Whistleblowing Service ensures Croydon schools have a reporting facility delivered by an external provider which meets the regulatory requirements.

Schools should have in place a whistleblowing procedure so that staff who have serious concerns about any aspect of the school's work can follow a reliable process to report any suspicion of wrongdoing that has occurred, is occurring or is likely to occur.

Benefits:

- Provides an external and confidential reporting facility which complies with Regulations.
- Robust reporting system in place for any disclosure to go to the Council's Whistleblowing Monitoring Officer
- A confidential dedicated email address for notifications
- A 24 hour telephone helpline
- Assessor appointed and paid for by the Council to investigate the disclosure and make recommendations to resolve any issues identified.
- Guidance and support from the Council's Whistleblowing Monitoring Officer as to what action should be taken

Schools are required to ensure that all employees are aware of the whistleblowing procedures and how to use the Whistleblowing Service.



Fees

Calculated on pupil numbers at a rate of £0.35 per pupil.



Other useful services & contacts

Quicklinks

- [CALAT](#) →
- [Croydon Children's University](#) →
- [Croydon Early Years](#) →
- [Croydon Independent Appeals Service](#) →
- [Croydon Independent Review Panel Service](#) →
- [Croydon Music & Arts](#) →
- [Facilities Management & Courier Services](#) →
- [Family Learning & Parental Engagement](#) →
- [Governance & Anti-fraud](#) →
- [Health & Wellbeing](#) →
- [Healthy eating & physical activity support for schools](#) →
- [The Daily Mile - Croydon](#) →
- [School Performance and Analysis](#) →
- [STARS accreditation](#) →
- [Translation & Interpreting Service](#) →

CALAT

CALAT is the premier provider of Adult Education in Croydon.

We offer a wealth of part time courses for both work and leisure, a comprehensive programme of family learning and adult learning courses including (but not limited to) developing literacy, numeracy and digital skills. We work closely with local businesses and schools to provide training opportunities; specifically we can support you with programmes to train Classroom Support Assistants, Early Years play workers and apprenticeships in a range of skills.

We welcome the opportunity to talk to you about how we might help you address the needs of your workforce, parents and children.

→ Contact

Lesley Dale
Strategic Services Manager/Principal
lesley.dale@croydon.gov.uk

Croydon Children's University

Croydon Children's University is delivered by The HIVE Croydon, a registered charity.

Through membership to The Children's University, schools can choose from 3 different levels of support to suit their needs, allowing their pupils (KS1, 2 & 3) to engage in a wide range of activities both in school and outside of school which develop their awareness of creative, active, academic and cultural spheres including citizenship and community social action.

We do this so that:

- all children are inspired to learn beyond the classroom
- we create wider communities of learning
- we remove barriers to learning for all children

We currently have over 1100 young people participating in Children's University activities and the membership steadily increases each year. They are experiencing new and exciting opportunities by taking part in a varied menu of activities, meeting new friends, gaining self-confidence and improving self-esteem, all whilst working towards special achievement certificates.

This focus on activities beyond the classroom is a great fit for Ofsted's new focus on character development. The digital platform, Children's University Online, supports schools with skills development and reporting against the Gatsby Benchmarks developed through our partnership with Skills Builder. Schools can track pupil's achievements online matching the key skills achieved.

→ Contact

Lesley Stout lstout@thehive-croydon.org
Call: 07591 115 862 www.thehive-croydon.org/index.php/childrens-university





Other useful services & contacts

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Croydon Early Years

Schools are able to access support for EYFS practice.

Some of these services will be charged *

- Support for schools taking two year olds
- Support for EY assessment*
- Termly EYFS Forum
- Commissioning of external trainers/ consultants to support practice in early years*
- New to Reception course*
- Access to training workshops from the Early Learning Team
- General advice via email/telephone

→ Contact

Vanessa Wheeler
 Call: 020 8407 1345
 M: 07986 387 753
vanessa.wheeler@croydon.gov.uk
early.learning@croydon.gov.uk

Croydon Independent Appeals Service

Managing the full admission appeals process, providing the independent clerk and panel on behalf of the academy or school for school admission appeal hearings only.

→ Contact

Call: 0208 726 6000 (Ext: 14773)
admission.appeals@croydon.gov.uk

Croydon Independent Review Panel Service

Providing an independent review panel. For further details please contact Governance Services for schools.

→ Contact

Caroline Davies
 Call: 07920 657711
caroline.davies@croydon.gov.uk





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Croydon Music & Arts

Music service which provides instrumental/vocal teaching, and whole class music lessons in schools.

Arts Service who work with schools and a range of other organisations to provide high-quality opportunities in and out of school, that encompass other art forms.

→ Contact

Isabel Fixter

musicandarts.education@croydon.gov.uk

Facilities Management & Courier Services

The Council's Facilities Management team offers a comprehensive suite of SLAs to provide technical and professional services to help school representatives fulfil their building management responsibilities, and manage health & safety and statutory compliance obligations.

→ Contact

FM Helpdesk

Call: 0208 726 6000
(Option 1, Ext: 61858)

fmhelpdesk@croydon.gov.uk

Family Learning & Parental Engagement

Family Learning offers a diverse and rich programme of Family Literacy, Language and Numeracy courses.

Many offer the chance to work towards a nationally recognised qualification. The programmes are of a high quality and are led/taught by qualified specialist adult educators.

Family learning offers a successful programme of short family courses, ranging from one-off workshops to a few weeks, allowing mums, dads, grandparents and carers the opportunity to enjoy learning WITH their child.

Short courses include:

- Storytelling
- Small steps into health
- Small steps into work
- Once upon a rhyme
- Mind body fitness
- Making maths fun

These programmes are largely funded through the Learning Skills Council and are free for eligible parents and their families.

→ Contact

Liz Driver

liz.driver@croydon.gov.uk





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Governance & Anti-fraud

- Investigations into allegations of fraud or misconduct
- Fraud awareness training
- Governance training
- Internal Audit and Governance offer a range of services to schools and academies that help manage risks and add value in the use of resources.

→ Contact

Malcolm Davies

Call: 020 8726 6000 (Ext: 50005)

malcolm.davies@croydon.gov.uk

Health & Wellbeing

Healthy eating & physical activity support for schools (tackling childhood obesity). Training and support to improve all aspects of food provision, healthy eating and physical activity in schools, including:

- Breakfast and after-school clubs
- School meal uptake and lunchtime experience
- Food growing
- Whole school food policy, including packed lunches
- Working with parents
- Cooking & Nutrition on the curriculum

This service is free of charge.

→ Contact

Zoe Barkhammanlow

zoe.barkhammanlow@croydon.gov.uk





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Healthy eating and physical activity support for schools

Pledge to become Sugar Smart as part of the local campaign aiming to reduce sugar consumption amongst residents.

Email to find out how your school can sign up and what resources are on offer.

The Daily Mile - Croydon

Launch the initiative in your school, engaging pupils in 15 minutes of daily walking, jogging or running to improve physical health and wellbeing.

Resources and support available.

→ Contact

Laura Flanagan

Call: 07732 076 127

laura.flanagan@croydon.gov.uk

School Performance and Analysis

The local authority continues to support schools with their performance analysis via Perspective Lite.

This is used for the data validation of schools statutory assessment returns, provides a service for schools to compare their results with emerging national and interactive web based reports that can be used to support school governors and end of year reporting.

We are pleased to be able to continue to provide and expand the content of this service free of charge. In addition to the above, data packs are available several weeks or months ahead of DFE contextualised publications and have been expanded to include KS4. A number of future enhancements are being planned for web based reporting using comparative contextual tables which will at some point surpass the data Packs.

→ Contact

Chanel Morgan

Call: 020 8726 6000 (Ext: 61418)

chanel.morgan@croydon.gov.uk

Perspective Lite can be accessed at:

www.perspective.angelsolutions.co.uk/perspective/login.aspx





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STARS accreditation (school travel plans, active travel and road safety)

Training and support for Transport for London's STARS accreditation scheme (www.tfl.gov.uk/stars) to help your school become STARS accredited.

STARS is a free accreditation scheme for schools who want to help transform the school run by promoting active travel, road safety and sustainable travel options to reduce car usage. Available for all schools and colleges.

We offer:

- STARS workshops (free of charge) to teach your delegated 'school travel champion' about the scheme, more detail on our offer of support and how to use the website correctly
- Advice and support on establishing active travel and road safety themed activities within your school such as 'Walk Once a Week' or 'Junior Travel Ambassadors'
- Competitions themed around active travel and road safety for your school to take part in, such as 'Brighten Your Bag'
- Funding opportunities exclusive for STARS accredited schools cycle/scooter storage and active travel small grants

→ Contact

Call: 0208 726 6000 (Ext: 62013)

schooltravelplans@croydon.gov.uk

www.tfl.gov.uk/STARS

Translation and Interpreting Service

Supply of Interpreters including BSL's. Both face to face & Virtual. Translation of documents, to or from English.

Costs available upon request.

→ Contact

CTIS

Call: 0208 407 1369

ctis@croydon.gov.uk

translations@croydon.gov.uk



CROYDON SERVICES FOR SCHOOLS

→ Council supplied services for schools
April 2022 to March 2023

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