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# Management Bulletin

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## News and updates - 24.09.18

### Main News from Management

Dear All,

Earlier this year, the Board of Trustees approved the One Year Development Plan. This links directly to the overall strategic plan.

This month we are submitting a progress report to the Board identifying how things are going so far. The rest of this bulletin provides some information from this progress report.

### **Capital Programme:**

Competition to choose architects to undertake the work is well under way. There is now a short list of 6 companies, from which a winner will be chosen

### **Growing the residential business:**

A desk top exercise is underway to undertake an analysis of all referrals received from local authorities since the beginning of the year. This will advance further in the next Quarter

### **Policies and Procedures:**

A newly revised reflexive 1-1 supervision policy is currently being quality assured and tested

### **Estates Strategy; Health and Safety:**

H&S matters feature on every SMT agenda and, in addition, on other team meeting agendas.

Training in risk assessment is being offered to key staff.

Safetynet are conducting surveys across the estates and reporting back to SMT members. Any action required immediately is done. Priorities are set for non-urgent work

### **Day Services Review:**

Recommendations signed off;

Project Plan approved;

Project Team set up

New Hub arrangements in use

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## News and updates - 24.09.18

### Main News from Management (continued)

#### Care Services Inspection:

A Portfolio of Evidence using the new Health and Social Care Standards: My support, my life has been compiled and shared with House Coordinators. Two meetings have been held in this regard.

#### Staffing Structures:

A paper has been produced identifying shortfalls in the current staffing establishments for the residential houses. Management action is being taken to address this

A paper has been produced outlining a core staffing structure based on a 6-resident Residential House. This is subject to further SMT discussion and wider consultation.

#### School Improvement Plan:

All curriculum areas have been reviewed and updated, creating a blend of Steiner and Curriculum for excellence contexts for learning. A Learning and teaching procedure to accompany the curriculum still needs to be formulated.

SQA units are integrated into the senior phase.

There is a clear procedure in place for the presentation of attendance data. Collection of challenging behaviour data is being trialled. Collection of academic levels and progress data is also being trialled.

Self-Evaluation: Team in place; 2 extra classroom assistants, one trainee teacher appointed. Outdoor learning lead appointed. Making good use of on-line mandatory training

Some other aspects of the one year development plan have yet to be started. These will be reported on in the next 2 quarters.

### Camphill School Open Day

Saturday 22nd September

The weather stayed fine for our annual Camphill School Open day with Councillor John Wheeler opening the event.

It was wonderful to see so many familiar faces and welcome new ones to Camphill Estate.

See you all again next year!

