

**Clifton Diocese**  
**Department for Schools and Colleges**

**Service Level Agreement with Schools & Colleges - September 2023 – August 2024**

All the Department's activities have cost implications, and these have been identified in formulating the Department's key Operating Objectives.

The services provided by the Department have been divided into:

- Core Services – those of benefit jointly to schools & colleges, and to the Bishop & Trustees;
- Additional Services – those primarily of benefit to individual schools & colleges.

The Core Services subscription in the Service Level Agreement secures a contribution from all schools/colleges towards the cost of providing services of joint benefit. The subscription for the 2023/24 academic year will be invoiced in September. A scale of charges for Additional Services is set out and these charges will apply throughout the period from 1 September 2023 to 31 August 2024. Schools/colleges will be invoiced individually for additional services following their delivery.

## SERVICES AND CHARGES

CORE SERVICES Of benefit to schools/colleges and the Bishop/Trustees	ADDITIONAL SERVICES Primarily of benefit to individual schools/colleges
<p>These services are provided according to need in return for the core subscription.</p> <ul style="list-style-type: none"> <li>▪ Advice to Bishop and Trustees</li> <li>▪ Service Diocesan committees and sub-committees</li> <li>▪ Strategic planning</li> <li>▪ Training for governors</li> <li>▪ Clerk training</li> <li>▪ Liaison with C.E.S, DfES, LEAs, C of E Dioceses etc.</li> <li>▪ Representation on standing and consultative bodies</li> <li>▪ Liaison with the wider Catholic Community &amp; Higher Education links</li> <li>▪ Appointment of Foundation Governors</li> <li>▪ Advice to schools/colleges on: buildings &amp; maintenance, admissions, personnel, transport &amp; legislative matters relating to Catholic character</li> <li>▪ Support with reserved post appointments</li> <li>▪ Monitoring visits</li> <li>▪ Admissions</li> <li>▪ Services of a governance officer</li> <li>▪ Partnership support and development, and services of Partnership officer</li> </ul>	<ul style="list-style-type: none"> <li>▪ Section 48 inspections &amp; liaison with Ofsted inspectors</li> <li>▪ Services of RE lead adviser</li> <li>▪ Support for schools causing concern.</li> <li>▪ Telephone helpline</li> <li>▪ Annual pastoral visit</li> <li>▪ Support for RE teaching and learning</li> <li>▪ R.E. Primary, Secondary and Sixth Form Partnership meetings</li> <li>▪ Implementing Bishop's vision on Multi Academy Trusts.</li> <li>▪ Support with media.</li> </ul> <p>These services attract a charge to cover venue &amp; refreshment costs only.</p> <ul style="list-style-type: none"> <li>▪ Secondary Heads of R.E. Days*</li> <li>▪ Primary RE Leads Days*</li> <li>▪ Sixth Form, Secondary and Primary Chaplaincy Days*</li> <li>▪ Diocesan Heads' Conference</li> <li>▪ New to Catholic Education Days*</li> <li>▪ Secondary Chaplaincy Retreats*</li> <li>▪ Head Teacher's retreat</li> </ul>
	<ul style="list-style-type: none"> <li>▪ Whole school, MAT and partnership INSET Days</li> <li>▪ School Retreat Days</li> <li>▪ Additional Training for Governors</li> <li>▪ Pre -Inspection Audit</li> <li>▪ Assistance with appointments other than Reserved Posts</li> <li>▪ Chaplaincy Team retreats</li> <li>▪ CCRS</li> <li>▪ Cross Phase</li> </ul> <p><i>Additional services attract a charge to cover venue and refreshment costs and part of the employment costs of the Department member/s involved.</i></p>

<p><b>Charges</b></p> <p><b>September 2023 – August 2024</b></p> <p>Primary schools: £5.50 per pupil**</p> <p>Secondary schools &amp; colleges £6.80 per pupil**</p> <p>Independent Schools £6.80 per pupil**</p> <p style="text-align: right;"><i>** based on January 2023 CES census return figures</i></p>	<p><b>Charges</b></p> <p><b>September 2023 – August 2024</b></p> <p>Advisory services for Staff Development, Governor Training, Consultancy, Adult Education, etc</p> <p style="text-align: right;">Full-day £300.00</p> <p style="text-align: right;">Half-day £150.00</p> <p>Participation of staff and governors at additional courses &amp; conferences arranged by the Department may incur additional fees (catering)</p>
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<b>Signed:</b>	
<b>Name (Print):</b>	
<b>Role:</b>	
<b>Signature:</b>	
<b>Date:</b>	