

**NASSEA**  
**Full Meeting**



<p><b>1<sup>st</sup> November 2011</b> <b>at</b> <b>Friends Meeting House, Manchester</b></p>	
<p><b>Present:</b> Melanie Griffin, Treasurer Anna Aleksic, Halton Joe Flynn, Officer Sandra Nield, Tameside Annette Nelson, Chair Yvonne Gibson, Officer</p>	
<p><b>Apologies</b> Janna Welsby, Warrington Stephanie Longson, Stockport Khalid Irshad, Stockport Nerissa Lea, Knowsley</p>	<p><b>Apologies</b> Su Robinson, Rochdale David Butterfield, Bolton Liz Haslam, Tameside Jenny Patterson, Manchester</p>

**Minutes**

An amendment to p.5 was recorded. The sentence "EAL should only be dealt with from age 3-5" was deleted.

**Matters Arising**

Melanie has now contacted Appiah & Associates and engaged them to look after NASSEA Ltd's tax affairs. NASSEA's usual auditor has been contacted to come and reorganise the ledgers to take into account that the financial year now runs from end of October to the beginning of November to coincide with NASSEA's establishment as a limited company.

Ameer Abbasi is ordering 2000 pens at a cost of 39p each and they should be ready for the next conference. A draft of the new postcard has arrived.

Ameer Abbasi has returned from the Education Endowment Fund conference and reported back to officers

## **ACTION**

**The task of finding indemnity insurance is ongoing, and brokers will be contacted soon by Melanie.**

**Haroon at Bury will be asked again to report on Twitter/Facebook appearance for NASSEA.**

**Sandra Nield will contact Khalid Irshad to see if he has looked at moving the EMA Hub event, as it clashed with the BLA conference.**

## **FINANCE**

Melanie reported that there is still a healthy balance in the account. As above, NASSEA has a new financial year from November 1<sup>st</sup> 2010 to 31<sup>st</sup> October 2011. New ledgers are available and accounts should be up to date by the end of the month.

## **CONSULTANCY UPDATES**

So far 2 commissions have been received. There are Mandarin classes underway in a Bury primary, and some training is to be delivered in Bury Grammar school for KS1. Melanie explained how the invoicing will work.

Annette reported that she would signpost schools and academies who have not bought back into her service to NASSEA.

### **ACTION:**

**Ameer Abbasi to get posters out to schools.**

## **BILINGUALISM IN EDUCATION PROGRAMME**

Melanie reported that the conference is now booked for 9 December at the Manchester Conference Centre. The flyer should be ready soon and will be posted on the website and to schools in the area. The cost will be £75 per delegate. The key speaker will be Dina Mehmedbegovic.

## **CONFERENCE/FOCUS GROUP UPDATE**

### **School Linking Sub Group**

Sandra reported on the School Linking Sub Group. Minutes were posted up earlier on the website. Stephanie has put together a document which will be sent on to Carol for posting on the website in the members' area. A new director is to be appointed to the School Linking Network, as A Kostler is stepping down.

Exchange of boxes between schools was one example outlined by Sandra.

- A box in which pupils placed objects or photos of objects, with writing to explain why they were special.
- Poems,
- A fold out personal fact file
- Identity books/reflection books

- The children exchange ideas about their ideal schools, postcards and video presentations.

The next meeting is 2<sup>nd</sup> February 2012.

### **EMA NW Hub**

There will be an Early Years conference on November 10<sup>th</sup>. One of the key note speakers is Sarfraz Chaudry, who is an E Learning consultant. To date there are 100 places booked and a waiting list has been created.

### **ACTION**

Ameer to send Bury the NASSEA postcard, to be printed off on site.

### **New Merseyside Group**

Anna reported that Greater Merseyside has now initiated regular meetings for their local teams to attend. There are 6 meetings per year and the Liverpool takes the Chair. It is called the Greater Merseyside Learning Partnership, and members are Liverpool, Halton, and Cheshire local authorities. Since the cuts and restructures members from Merseyside are unable to renew their membership of NASSEA and having difficulty attending meetings.

### **INA Focus Group**

Jenny Patterson has now stood down as the Chair and a rotation of chair is in practice. The group intends to incorporate the NATT and Traveller group in future.

### **NASSEA WEBSITE**

Melanie outlined how she plans to develop the website and make it more accessible to the public. She mentioned the new button 'EMA in your Area'. Haroon has been asked to put links to each local authority on the website. We will be using the best information from the GM directory and using it for the main site.

Partner links were discussed, such as NALDIC, NATE, NATT, SLN, etc. so that we could promote each other.

Melanie proposes to sell resources from the website, and has a limited bank of resources at the moment. She asked members to send in their resources, which will be priced and author linked. NASSEA will sell and take a commission from the author/local authority. The resources should be sent in already priced, with author's name, target age group and summary.

The School Partnership/Plus is now up and running and starts from 1<sup>st</sup> November 2011. 10 schools are now signed up and will receive a resource pack, and a termly newsletter, plus a conference

voucher. The Plus package also receives 5 email/telephone advice sessions and 5 letter translations.

### **ACTION**

**Please contact Carol and tell her which languages your service could offer and send your letters in. These letters need to be quality assured, so any concerning medical, legal or SEN issues must be avoided.**

### **EDUCATION ENDOWMENT FUND**

At the Officers' meeting Ameer Abbasi fed back on his attendance at the conference. The fund has £200 million to be allocated over the next 5 years. For the first two years it is targeted at schools who are below floor target with a high incidence of FSM. A list of GM schools is available.

NASSEA proposes to put in a bid. This will be like the GM bid with consultancy services to the schools free of charge. There are 2 Bury schools, but these are not high in EAL numbers. We need to identify the schools and look at their needs.

The bidding process is very long and the focus is solely on raising attainment. We need evidence to show our approaches and results. The approaches will be around:

- Consultancy work in target schools
- CPD
- Partnership teaching
- School linking (good EAL practice)
- Network events

Action

AN to contact Liz Agbettoh re supporting the development of bid  
Officers to meet on 16<sup>th</sup> November to develop outline for bid

### **MEMBER UPDATE RE STATUS**

Members discussed recent restructures in local authorities, and the role of Schools Forum in retaining EMA teams.

### **ANY OTHER BUSINESS**

Melanie reported that a colleague in Lincolnshire has established a new service which provides teaching and pastoral support to EAL pupils. She would like to put her in touch with a NASSEA member, who already does this, and Jenny Patterson, Manchester, was suggested.

Meeting finished at 3.10 p.m.

**The next meeting will be on 25<sup>th</sup> January 2012 at Friends Meeting House, Manchester.**