

Services to Schools Contract 2004/05

This is a binding agreement between

The School

and Norfolk County service providers
as described in the Services to Schools Brochure
covering the period April 2004 to March 2005 unless otherwise stated.

Customer Information

Please ensure that the following information is correct before completing contract.

| Staff Data | | | |
|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|
| <input type="text" value="3"/> | Teaching Staff (A) | MSA's chargeable by EPS | <input type="text" value="0"/> |
| <input type="text" value="2.24"/> | Caretaking/Cleaning/Sec./Clerical | Other staff not chargeable by EPS | <input type="text" value="0"/> |
| <input type="text" value="1.46"/> | Welfare/Classroom Assistants | Total Staff FTE chargeable by EPS | <input type="text" value="15.5"/> |
| <input type="text" value="0.4"/> | Other Staff within scope of SIS | Staff FTE Grand Total | <input type="text" value="15.5"/> |
| <input type="text" value="8.48"/> | Nursery Assistants | | |

☐ Non-Teaching staff (see Sickness Insurance Scheme C1 cover)

☐ Staff not included in Sickness Insurance Scheme

| Other Information | | | |
|------------------------------------|-------------------------------|------------------------------|---------------------------------|
| <input type="text" value="29.5"/> | Form 7 Pupil FTE | Number of governors | <input type="text" value="15"/> |
| <input type="text" value="£3047"/> | Amount devolved for Section A | Broadband (where applicable) | <input type="text" value="£0"/> |

Section .A

Partnership Package (still with 10% discount)

Please initial
to purchase

☐

Schools choosing this option will receive the standard level of service from all the NCC Service providers in Section A only (as indicated by the vertical bar beside each service) with a discount saving against the standard price shown.

Schools can opt to enhance the level of service from a Service provider by simply initialling the appropriate box. The monetary difference between the package option and the enhanced level will be calculated and added to the overall cost of the agreement, but this difference will not attract a discount.

Schools can select any number of services by simply initialling the relevant boxes and pay the full price of the service.

Section .B

Services contained in this section are not covered by the Partnership Package

- Schools may select any number of services by simply initialling the relevant boxes.

SECTION .A

Standard service level is indicated by the vertical bar beside its price.

Please initial
to purchase**Provider: Education Personnel Services****Personnel Subscription Service**

Contact: Peter Mann (01603) 223476

| | | |
|-----------|--------------------------|-------|
| Service A | <input type="checkbox"/> | £1800 |
| Service B | <input type="checkbox"/> | £1700 |
| Service C | <input type="checkbox"/> | £1030 |

**Provider: Norfolk County Services****Grounds Advisory Service**

Contact: Tonia Rumble – Grounds Advisor (01603) 406820 or

Contact: Jimmy Richardson - Grounds Advisor (01603) 406820 or

Contact: Ken Stevens – Grounds Advisor (01953) 456545 or

Contact: Nikki Roberts – Technical Assistant (01603 427419)

| | | |
|------------------|--------------------------|------|
| Standard Service | <input type="checkbox"/> | £110 |
|------------------|--------------------------|------|

Provider: Norfolk County Services**Caretaking & Cleaning Management Support Services**

Contact: Maureen Smith (01553) 669206 – Western

Contact: James Warner (01603) 222524 – Central

Contact: Colin Makepeace (01493) 336315 – Eastern

| | | |
|------------------|--------------------------|------|
| Standard Service | <input type="checkbox"/> | £350 |
| Enhanced Service | <input type="checkbox"/> | £390 |

Provider: Charles House Services**Payroll Services**

Contact: Samantha Williams (01603) 495822

| | | |
|------------------|--------------------------|------|
| Standard Service | <input type="checkbox"/> | £105 |
|------------------|--------------------------|------|

Provider: Legal Services**Legal Services**

Contact: Pamela Cary – Assistant Head of Law (01603) 222943

| | | |
|----------------------|--------------------------|----|
| Subscription Service | <input type="checkbox"/> | £8 |
|----------------------|--------------------------|----|

SECTION .A

Standard service level is indicated by the vertical bar beside its price.

Please initial
to purchase

Provider: Norfolk Education Advisory Service

Primary & Middle Schools Advice, Support & Consultancy Services

Contact: Heather Tyrrell (01603) 433276

Contact: Margaret Goddard (01603) 433276

| | Number Required | | |
|--------------------------------|----------------------|----------------------|-------------|
| School Improvement Modules | <input type="text"/> | <input type="text"/> | £795 each |
| Advice & Support (No. of days) | <input type="text"/> | <input type="text"/> | £ see table |

Guidance Note: For the Partnership Package specify up to 5 days of Advice & Support OR 2 up to School Improvement Modules, OR a combination of both options. Please remember to complete the Education Advisory Services Booking form that has already been sent to you.

Provider: School Library Service

School Library Service

Contact: Philip Cocker (01603) 222265

Contact: Jackie Moore (01603) 222265

| | | |
|--------------------------------------|----------------------|------|
| Primary Standard Service | <input type="text"/> | £250 |
| Menu Options (intention to purchase) | <input type="text"/> | tba |

Provider: Education Financial & ICT Services

Education Financial & ICT Services

Finance Support

Contact: Philip Neave (01603) 223485

| | | |
|----------------|----------------------|-------|
| Silver Service | <input type="text"/> | £725 |
| Gold Service | <input type="text"/> | £1089 |

Information Communications & Technology (ICT) Solutions

Contact: Helpline (0845) 303 3003

| | | |
|---|----------------------|-------|
| Bronze Service | <input type="text"/> | £1320 |
| Silver Service | <input type="text"/> | £1625 |
| Gold Service | <input type="text"/> | £2225 |
| Field Support Technician (3hrs every wk) | <input type="text"/> | £4098 |
| Field Support Technician (3hrs per 2 wks) | <input type="text"/> | £2313 |
| Site Support Engineer | <input type="text"/> | £ tba |
| Bespoke Package (minimum Bronze) | <input type="text"/> | £ tba |

SECTION .B

Please initial
to purchase

Provider: Education Financial & ICT Services
Sickness Insurance Scheme (SIS)
 Contact: Management Accounts (01603) 222432 or 223496

Teaching Staff Insurance Cover Options

| A1 Type Cover | Number of FTE's | | | |
|---------------|--------------------|---------|----------------------|-------|
| Cover Day 1 | 3 | x £1372 | <input type="text"/> | £4116 |
| Cover Day 3 | 3 | x £868 | <input type="text"/> | £2604 |
| Cover Day 6 | 3 | x £532 | <input type="text"/> | £1596 |
| Cover Day 11 | 3 | x £407 | <input type="text"/> | £1221 |
| Cover Day 21 | 3 | x £294 | <input type="text"/> | £882 |

Guidance Note: Choose only one option from the A1 cover list (Day1 to Day21).

A2 Enhanced cover for Headteachers

£ as below

| Auto-selected | £ |
|-------------------|-----|
| Cover from Day 1 | 539 |
| Cover from Day 3 | 340 |
| Cover from Day 6 | 240 |
| Cover from Day 11 | 167 |
| Cover from Day 21 | 136 |

Guidance Note: The A2 option can only be selected when you purchase an A1 cover, as it is a direct enhancement. For example, when selecting A2 together with A1 (Day 3 cover), you will have automatically purchased A2 (Day 3 cover) at £«SIS_a2_3».

B1 Cover

3

x £1608

£4824

B2 enhanced cover for headteachers

£622

Non-Teaching Staff Insurance Cover Options

| C1 Type Cover | Number of FTE's | | | |
|----------------------|--------------------|--------|----------------------|-------|
| Cover Day 1 | 4.1 | x £579 | <input type="text"/> | £2379 |
| Cover Day 6 | 4.1 | x £289 | <input type="text"/> | £1188 |
| C2 Type Cover | | | | |
| Cover Day 1 | 2.24 | x £579 | <input type="text"/> | £1299 |
| Cover Day 6 | 2.24 | x £289 | <input type="text"/> | £649 |
| C3 Type Cover | | | | |
| Cover Day 1 | 8.5 | x £579 | <input type="text"/> | £4910 |
| Cover Day 6 | 8.5 | x £289 | <input type="text"/> | £2451 |

Guidance Note: Select the C1 option for all Non-Teaching Staff (except Nursery Assistants) or use C2 & C3 options to cover selective staff. To purchase Nursery Assistant cover C3 must be selected.

SECTION .B*Please initial
to purchase*

Provider: Norfolk Property Services
Building Maintenance Partnership Pool (BMPP)
 Contact: Paul Elsegood (01603) 222606

| | | |
|------------------------------------|----------------------|--------|
| Apply for Level II BMPP membership | <input type="text"/> | £12516 |
| Apply for Level I BMPP membership | <input type="text"/> | £2255 |

Energy Monitoring Service
 Contact: Laurence J Cooper (01603) 222621
 Contact: John Cobb (01603) 223913

| | | |
|-----------|----------------------|-----|
| Option .1 | <input type="text"/> | £16 |
| Option .2 | <input type="text"/> | £30 |

Provider: Norfolk Education Advisory Service
Governor Support Services
 Contact: Anne Genge (01603) 433276

| | | |
|----------------------|----------------------|------|
| Subscription Service | <input type="text"/> | £405 |
|----------------------|----------------------|------|

Clerking Service

| | | |
|----------------------------------|----------------------|-------|
| 6 x Full Governing Body Meetings | <input type="text"/> | £735 |
| 3 x Full Governing Body Meetings | <input type="text"/> | £380 |
| Bespoke Service | <input type="text"/> | £ tba |

Provider: Education Financial & ICT Services
Norfolk Broadband Network
 Contact: John Moorfield (0845) 303 3003

| | | |
|----------------------|----------------------|----|
| Subscription Service | <input type="text"/> | £0 |
|----------------------|----------------------|----|

Guidance Note: Schools in Phase I will be charged from September 2004 the delegated sum shown above for connection to the Norfolk Broadband Network hosted by BT. If there is £0 in the box above the school is not part of Phase I and not yet due to be connected to this Broadband service.

Authorisation

The Governors of The School,

Agree to purchase from Norfolk County Council the initialled services on this contract that are explained within the Services To Schools brochure 2004/05 and BMPP Prospectus. We also agree that Education Financial & ICT Services will take the appropriate amount via direct debit (journal) from our budget given four weeks notice in writing, unless the school cannot pay by any other means except through an invoice for the full amount.

This contract begins on 1st April 2004 to 31st March 2005. BMPP will terminate on 31st March 2009.

Signed:

for and on behalf of The School

Date:

For assistance in completing this contract,
please contact the Helpline on (01603) 222120, 223408 or 223815.

PLEASE COMPLETE & RETURN BY 31st MARCH 2004

Schools are advised to return their contract by the due date to avoid complications in the provision of service, as some providers may not supply services during the lapse period or could withdraw the offer after a certain period.

Please return this form to: EF&ICT Services, Room 064, County Hall, Norwich NR1 2DL