

## **To all KS2 Primary Phase Schools - Headteacher and KS2 Subject Leader**

### **Primary Foreign Languages**

As you will be aware, studying a foreign language for a cumulative 60 minutes a week in KS2 will become an entitlement by September 2009. It is likely to be statutory soon after.

The following advice is at the heart of Norfolk's recommendations:

- There should be **effective dialogue** between primary and secondary schools so that Early Language Learning can be recognised and built upon at KS3.
- Schools will be encouraged to develop **distinctive, individual yet sustainable approaches** to the primary language entitlement taking account of curricular and staffing strengths and the age mixes in classes.

### **KS2 Subject Leaders**

The future success of this important initiative in our large and diverse county depends on the commitment of Headteachers and language colleagues in all key stages.

- Every school with KS2, should nominate a qualified teacher as a Subject Leader for Primary Languages (PL).
- Schools using the excellent skills of peripatetic teachers or TAs may wish them to attend meetings together with a KS2 colleague.
- **Small schools** Due to the importance of this initiative we would encourage Headteachers and Subject Leaders from very small schools (under 50 pupils) to attend meeting/training dates. If attendance is not possible please contact Lisa Poploski ([lisa.poploski@norfolk.gov.uk](mailto:lisa.poploski@norfolk.gov.uk)) who will arrange for an adviser to contact you.

### **AREA CLUSTER MEETINGS - Summer Term 2008**

13 area cluster meetings are planned for the summer term and will be an essential date for Primary Languages Subject Leaders. Dates and venues for these meetings are attached.

#### **Who should attend?**

- A Primary Languages Subject Leader for every primary phase school with KS2 (or a member of the Senior Management Team, if a Subject Leader is not yet in place). (High school colleagues have been informed of the meetings and are welcome to attend where possible).

## **Agenda**

Each meeting will run from 9.30 am – 12.30 pm and lunch will be available.

At the meeting we will:

- Begin an up-to-date audit of each school's language provision and plans, prior to new funding offers for 2008/09.
- Consider the future needs of each school and cluster with specific reference to language advice and support.
- Consider the issue of KS2/3 transition within the cluster in the context of a proposed county transition document and question bank.

## **Supply funding**

Schools will be given a half day's supply for the Subject Leader.

Colleagues will be given a further half day's supply to be used for one of the following:

- Primary Languages planning by the Subject Leader.
- A meeting between the Subject Leader and Headteacher.
- An afternoon discussion on the same date as the cluster meeting with county advisers.

**Please return the attached booking form by 18.4.08.**

We look forward to working with all schools in Norfolk to develop exciting, cohesive and cross phase language provision.

### **Joan Dickie and Debbie Abbs**

Primary Development Advisers (Languages)

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### **Attached:**

1. Cluster meeting dates and venues (if you are unsure about which cluster meeting to attend please call Lisa Poploski on 01603 433276).
2. Cluster meeting booking form.

# PRIMARY LANGUAGES CLUSTER MEETINGS – SUMMER TERM 2008

DATE	FOR CLUSTER GROUPS	VENUE	Feeds to High School	Location Number	Ref No
22.4.08	CG50	Queensway Junior School Hillary Road Thetford IP24 3DP	Charles Burrell High School Rosemary Musker High School	11	EPQD3 A
28.4.08	CG28 CG42 CG46 CG48 CG52	Ryston 6th Form Centre Downham Market High School Bexwell Road Downham Market PE38 9LL	Downham Market High School Hamonds High School Methwold High School Wayland Community High School	2	EPQD3 B
1.5.08	CG27 CG32 CG37	Flegg High School Somerton Road Martham Great Yarmouth NR29 4QD	Acle High School Caister High School Flegg High School Great Yarmouth High School	9	EPQD3 C
2.5.08	CG3 CG4 CG5 CG9	Norwich Professional Development Centre Woodside Road Norwich NR7 9QL	Earlham High School Framingham Earl High School Notre Dame RC High School The Hewett School	8	EPQD3 D
19.5.08	CG15 CG20 CG22 CG24 CG25	Cromer Junior School Norwich Road Cromer NR27 0EX	Broadland High School Cromer High School North Walsham High School Sheringham High School Stalham High School	4	EPQD3 E
21.5.08	CG1 CG6 CG11 CG13	Dussindale Primary School Vane Close Norwich NR7 0US	Blyth Jex High School Heartsease High School Sprowston High School Thorpe St Andrew School	6	EPQD3 F
22.5.08	CG2 CG7 CG12	Costessey Junior School Three Mile Lane Norwich, NR5 0RR <i>(car parking available at Breckland Library, Breckland Road, Norwich)</i>	Costessey High School Hellesdon High School Taverham High School	7	EPQD3 G

6.6.08	CG8 CG28 CG38 CG40	Hethel Engineering Centre Chapman Way Hethel Norwich NR14 8FB	Attleborough High School Hethersett High School Old Buckenham High School Wymondham High School	12	EPQD3 H
13.6.08	CG31 CG33 CG34 CG35	Park Hotel 29 Denmark Street Diss IP22 4LE	Archbishop Sancroft CE VA High School Diss High School Hobart High School Long Stratton High School	13	EPQD3 J
2.7.08	CG14 CG19 CG23 CG26	Fakenham Racecourse Fakenham NR21 7NY	Alderman Peel High School Aylsham High School Fakenham High School and College Reepham High School	3	EPQD3 K
4.7.08	CG43 CG44 CG45 CG47 CG49 CG53	West Norfolk Professional Development Centre Kilham's Way Kings Lynn PE30 2HU	King Edward VII High School Marshland High School Park High School Smithdon High School Springwood High School St Clement's High School	1	EPQD3 L
7.7.08	CG16 CG21	Dereham Town Football Club Aldiss Park Norwich Road Dereham NR20 3PX	Litcham High School Neatherd Community High School Northgate High School	5	EPQD3 I
9.7.08	CG39	Cliff Park Middle School Orde Avenue Gorleston Great Yarmouth NR31 6SZ	Cliff Park High School Lynn Grove VA High School Oriol Specialist Mathematics and Computing College	10	EPQD3 M

**To book a place - please complete the attached booking form and return by 18 April 2008**

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## Primary Languages Cluster Meeting Summer Term 2008

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<b>Name of Subject Leader</b>	
<b>School</b>	
<b>Telephone Number</b>	<b>Cluster Group</b>
<b>Email address</b>	
<b>I will be attending the Primary Languages Summer Term Cluster Meeting on –</b>	
<b>Date</b>	
<b>Venue</b>	
<b>Ref No</b>	
<b>I would like to add the following to the agenda –</b>	
<b>I am unable to attend because –</b>	

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**Please complete this booking form and return it by 18.4.08 to:**

Lisa Poploski  
Children's Services  
Norfolk Advisory Service  
Professional Development Centre  
Woodside Road  
Norwich, NR7 9QL

Telephone: 01603 433276 Fax: 01603 700236  
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