**Derby City Council Sold Services Brochure Booking Intent Form**

**Please return to** soldservices@derby.gov.uk **by 7 March 2025**

|  |  |
| --- | --- |
| **School name** |  |
| **Signed** |  | **Date** |  |
| **Print name** |  | **Position** |  |
| **By completing this form, you have read and agree to the** **terms and conditions. 🞏** *please tick* |

| **Ref no** **(will be completed when all service changes returned)** | **Service** | **Price** | **Quantity** | ✓ **to buy** |
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| **Commercial waste – commercial.services@nottinghamcity.gov.uk**  |
| S001-25 | Commercial waste collection | POA  |  |  |
| **Communications design and print services – central design team 01332 640745** **CiA name:** Advertising **Internal supplier code:** 2111 |
| S002-25 | Communications design and print | £50 per hour. Quote to be supplied |  |  |
| **Corporate health and safety – Darren Allsobrook or Nicky Fraser-Hobin 01332 640748** **CiA name:** Health and Safety **Internal supplier code:** 2501 |
| S003-25 | Information coming soon  |  |  |  |
| S004-25 |  |  |  |  |
| S005-25 |  |  |  |  |
| S006-25 |  |  |  |  |
| S007-25 |  |  |  |  |
| S008-25 |  |  |  |  |
| S009-25 |  |  |  |  |
| **Courier service - Gareth Griffith 01332 642907****CiA name:** Business Support - DMC **Internal supplier code:** 2261 |
| S10-25 | Courier service | £8.93 per delivery |  |  |
| **Derby adult learning services (DALS) – Clare Concannon 01332 956348** **Andrew Dawkins 01332 956341 Sally Petch 01332 956375** **CiA name:** Derby Adult Learning Service **Internal supplier code:** 5821 |
| S011-25 | DALS: Bespoke ICT training | POA |  |  |
| S012-25 | DALS: Functional skills English and maths | POA |  |  |
| **Derby Arena – 01332 640011** **CiA name:** Derby Arena **Internal supplier code:** 3505 |
| S013-25 | Tour and talk with national governing bodies | £8 per person  |  |  |
| S014-25 | School multi-sports sessions | £23.30 per hour |  |  |
| S015-25 | GCSE Track cycling offer | £420.00 |  |  |
| S016-25 | Track cycling taster | £118.95 per hour |  |  |
| S017-25 | Studio hire / instructor led classes (ask for a quote) | Start at £40 per hour  |  |  |
| S018-25 | Gym sessions | £2.20 per student |  |  |
| S019-25 | Movement gym | £1.70 per student  |  |  |
| **Education (schools and settings) – analysis, challenge, support and training – Jayne Hadfield 01332 640364****CiA name:** Education - PACE **Internal supplier code:** 5883 |
| S020-25 | PACE visit (half day) can be added any time or indicate number  | £275 |  |  |
| S021-25 | PACE visit (full day) can be added any time or indicate number | £550 |  |  |
| S022-25 | Headteacher performance management (half day in school, half day preparation and notes) | £550 |  |  |
| S023-25 | Headteacher recruitment Shortlisting and interview  | Free  |  |  |
| S024-25 | Headteacher recruitment Additional support and resources  | £550 per day  |  |  |
| S025-25 | School based Governor training (2 hour training session, 2 hours preparation)  | £275 |  |  |
| S026-25 | Safeguarding review (1 day in school, half day preparation and report) | £825  |  |  |
| S027-25 | Pupil premium review (1 day visit, 1½-2 days preparation and report) | £1375 - £1650 |  |  |
| S028-25 | Network sessions (DSL, SBM)  | See individual event information  |  |  |
| S029-25 | Support for school improvement planning (half day) | £275  |  |  |
| S030-25 | Support for target-setting and strategies to ‘close the gap’ (half day)  | £275 |  |  |
| S031-25 | Support with data analysis and presentation (half day)  | £275  |  |  |
| S032-25 | Wide range of quality assurance activities including joint monitoring with HT and SLT of lesson observations, work scrutiny, pupil interviews, learning walks (as agreed, per half day)  | £275  |  |  |
| S033-25 | Support with presentation and quality assurance of school self-evaluation evidence (as agreed, per half day)  | £275  |  |  |
| S034-25 | Support with strategies to improve the leadership and management of teaching (as agreed, per half day)  | £275  |  |  |
| S035-25 | Support for senior and middle leadership, including coaching (as agreed, per half day)  | £275  |  |  |
| S036-25 | Provision of post and pre-Ofsted support including analysis of SEF and support to school prior to or during inspection as required (as agreed, per half day) | LA maintained schools free as part of core offer Academies £275 half day |  |  |
| S037-25 | Support with monitoring interventions (half day)  | £275  |  |  |
| S038-25 | Support with all aspects of preparation for Inspection (as agreed, per half day)  | £275  |  |  |
| S039-25 | Support for the recruitment process, including interview and selection tasks - senior staff (as agreed, per half day)  | £275  |  |  |
| S040-25 | Quality assurance of moderation/assessment processes in addition to LA statutory moderation (as agreed, per half day)  | £275  |  |  |
| S041-25 | Support with developing effective ‘Assessment for Learning’ across the school/academy (half day)  | £275  |  |  |
| S042-25 | Review of ‘Effectiveness of Governance’ | Contact Jayne Hadfield  |  |  |
| S043-25 | Other school improvement activities by arrangement (as agreed, per half day)  | £275  |  |  |
| S044-25 | CPD training on INSET/Training Day (as agreed, per half day)  | £275  |  |  |
| S045-25 | Access to the RE Syllabus | Not applicable  |  |  |
| S046-25 | Critique of school documentation - for example, your Public Sector Equality Duties Statement and objectives and how these filter through the curriculum (as agreed, minimum half day)  | Minimum of £275 |  |  |
| S047-25 | Critique of school self-evaluation (full day)  | £550  |  |  |
| S048-25 | Data Analysis support - all year groups (as agreed, minimum half day)  | Minimum of £275 |  |  |
| S049-25 | Website Compliance Check (half day)  | £275  |  |  |
| S050-25 | Website Quality and Compliance Check (full day)  | £550 |  |  |
| **Education welfare service – Jonathan Howie 01332 642254** **CiA name:** Education Welfare **Internal supplier code:** 5506 |
| S051-25 | Package 1Primary/Junior/Infant schools (1 day per fortnight)  | £1,408 |  |  |
| S052-25 | Package 1Secondary schools (1 day per week)  | £2,816 |  |  |
| S053-25 | Package 2Dependent on the needs of the school  | POA |  |  |
| S054-25 | Package 3 Dependent on the needs of the school | POA |  |  |
| **Educational psychology support – STePS 01332 641400** **CiA name:** Education Psychologists **Internal supplier code:** 5869 |
| S055-25 | Bronze package | £1500 |  |  |
| S056-25 | Silver package  | £3000 |  |  |
| S057-25 | Gold package  | £4500 |  |  |
| S058-25 | Platinum package  | £6000 |  |  |
| **Employment law – Paul McMahon 01332 643585 Paulette Brown 01332 643211 Charlotte Hutton 01332 643584** **CiA name:** Legal **Internal supplier code:** 2470 |
| Pay as you go:  |  |
| S059-25 | Director  | £170  |  |  |
| S060-25 | Head of service  | £145 |  |  |
| S061-25 | Principal lawyer  | £135 |  |  |
| S062-25 | Lawyer  | £120 |  |  |
| S063-25 | Legal officer  | £110 |  |  |
| S064-25 | Fixed fees for specific matters | Call to discuss |  |  |
| **Financial services to Derby City’s maintained schools – School finance team 01332 640784** **CiA name:** Finance Department Schools Buy Back **Internal supplier code:** 2202 |
| S065-25 | Financial services for schools and academies | Bespoke – POA  |  |  |
| **Free school meals – Brian Ruane 01332 643158****CiA name:** Free School Meals Sold Service **Internal supplier code:** 2241 |
| S066-25 | Band A – Up to 100 pupils | £300 annually |  |  |
| S067-25 | Band B – 100 to 199 pupils | £400 annually |  |  |
| S068-25 | Band C – 200 to 299 pupils | £475 annually |  |  |
| S069-25 | Band D – 300 to 499 pupils | £650 annually |  |  |
| S070-25 | Band E – 500 to 749 pupils | £875 annually |  |  |
| S071-25 | Band F – Over 750 pupils | £1,720 annually |  |  |
| **Governance: School admission and exclusion appeals service – Sarah Baines 01332 643651** **CiA name:** School Admission and Exclusion Appeals **Internal supplier code:** 6012 |
| S072-25 | School admission appeal | £162.84 for the first appeal heard in any one day |  |  |
| S073-25 | School admission appeal | £57.78 per appeal for each subsequent panel on the same day |  |  |
| S074-25 | Provision of an independent fully trained panel | £126.07 per day |  |  |
| S075-25 | Charge for processing appeals subsequently withdrawn before hearing  | £12.50 per appeal |  |  |
| S076-25 | School exclusion appeals | Variable dependent on circumstances |  |  |
| **Governor support – Jayne Hadfield 01332 640364** **CiA name:** Governor Support **Internal supplier code:** 5884  |
|  | **Governor support package** |
| S077-25 | Clerks’ helpline | £TBC |  |  |
| S078-25 | Clerks’ helpline up to 100 nor | £TBC |  |  |
| S079-25 | Bronze package (no NGA) | £TBC |  |  |
| S080-25 | Bronze package (no NGA) up to 100 nor | £TBC |  |  |
| S081-25 | Silver package (NGA standard) | £TBC |  |  |
| S082-25 | Silver package (NGA standard) up to 100 nor | £TBC |  |  |
| S083-25 | Gold package (NGA gold)  | £TBC |  |  |
| S084-25 | Gold package (NGA gold) up to 100 nor | £TBC |  |  |
|  | **Bolt-ons** |
| S085-25 | Learning link e-learning | £TBC |  |  |
| Prices are subject to be altered as we are awaiting confirmation of subscription prices from all external partners – NGA, Learning Link, GovernorHub, The Key for School Governors and TheSchoolBus. |
| **Governor support for multi academy trusts – Jayne Hadfield, 640364** |
| S086-25 | Support and training to multi academy trusts and academy governing boards – various tailored packages, contact the service to discuss.  | Call to discuss |  |  |
| **Grounds maintenance – Andy Plant 01332 641564** **CiA name:** Grounds Maintenance **Internal supplier code:** 4603 |
| S087-25 | Grounds maintenance – a written quotation will be provided after a site visit.  | Call to discuss |  |  |
| **Human resources shared services – Liz Moore 01332 643730 or Jon Perkins 01332 643518** **CiA name:** Schools HR Shared Service **Internal supplier code:** 2304 |
| S088-25 | Human resources shared services, packages are bespoke and personalised according to the needs and requirements of your school/academy.  | Call to discuss  |  |  |
| **Information management and data analysis – Debbie Peters 01332 642713** **CiA name:** Schools Info Management & Data Analysis **Internal supplier code:** 2142 |
| **Maintained Schools** |
| S089-25 | Junior | £211.75 |  |  |
| S090-25 | Infant/primary | £423.50 |  |  |
| **Academy/Free/Independent Schools** |
| S091-25 | Junior | £272.25 |  |  |
| S092-25 | Infant/primary | £544.50 |  |  |
| **Legal services – Madhuri Gembali 01332 640923** **CiA name:** Legal **Internal supplier code:** 2470 |
| Pay as you go:  |  |
| S093-25 | Director  | £170  |  |  |
| S094-25 | Head of service  | £145 |  |  |
| S095-25 | Principal lawyer  | £135 |  |  |
| S096-25 | Lawyer  | £120 |  |  |
| S097-25 | Legal officer  | £110 |  |  |
| S098-25 | Fixed fees for specific matters | Call to discuss |  |  |
| **Mechanical sweeping – Street cleansing team 01332 956601** **CiA name:** Street Cleansing **Internal supplier code:** 4802 |
| S099-25 | Mechanical sweeping service | Call to discuss  |  |  |
| **New communities achievement team (NCAT) – Adem Repesa 01332 641305** **CiA name:** New Communities **Internal supplier code:** 6201 |
| **Maintained schools - academies – free schools – out of authority schools** |
| S100-25 | Package 1 – Support for the induction of EAL new arrival pupils. | £481 per term for maintained schools |  |  |
| S101-25 | Package 1 – Support for the induction of EAL new arrival pupils.  | £610 per term for academies, free schools and out of authority schools |  |  |
| S102-25 | Package 2 – Raising the attainment and attendance of new arrival pupils. | £1230 per term for maintained schools  |  |  |
| S103-25 | Package 2 – Raising the attainment and attendance of new arrival pupils *(price is for any additional half days per term).* | £128 each for any additional half days per term for maintained schools |  |  |
| S104-25 | Package 2 - Raising the attainment and attendance of new arrival pupils. | £1765 per term for academies, free schools and out of authority schools |  |  |
| S105-25 | Package 2 – Raising the attainment and attendance of new arrival pupils *(price is for any additional half days per term).* | £160 each for any additional half days per term for academies, free schools and out of authority schools |  |  |
| S106-25 | Package 3 – Staff training/INSET  | One hour staff meeting: £86 for maintained schools |  |  |
| S107-25 | Package 3 – Staff training/INSET  | Half day INSET:£160 for maintained schools |  |  |
| S108-25 | Package 3 – Staff training/INSET | One hour staff meeting: £134 for academies, free schools and out of authority schools |  |  |
| S109-25 | Package 3 – Staff training/INSET | Half day INSET: £267 for academies, free schools and out of authority schools |  |  |
| S110-25 | Package 4 – Interpreting and translation service  | Interpreting:£32 an hour or part of for maintained schools and DCC staff |  |  |
| S111-25 | Package 4 – Interpreting and translation service  | Translation:£16 per 100 words of translation per language for maintained schools  |  |  |
| S112-25 | Package 4 – Interpreting and translation service | Interpreting: £43 per hour or part of for academies, free schools and out of authority schools |  |  |
| S113-25 | Package 4 – Interpreting and translation service | Translation: £19 per 100 words of translation per language for academies, free schools and out of authority schools |  |  |
| S114-25 | Package 5 – Polish and Russian GCSE tuition | £428 per package for maintained schools |  |  |
| S115-25 | Package 5 – Polish and Russian GCSE tuition *(price is per hour for any additional or part of).* | £48 per hour for any additional hours or part of for maintained schools |  |  |
| S116-25 | Package 5 – Polish and Russian GCSE tuition | £535 per package for maintained schools |  |  |
| S117-25 | Package 5 – Polish and Russian GCSE tuition | £59 per hour for any additional hours or part of for academies, free schools |  |  |
| S118-25 | Package 6 – Introductory language course of Slovak, Czech, Polish, Latvian, Russian and Roma language | 5 hours: £198 for maintained schools and DCC staff |  |  |
| S119-25 | Package 6 – Introductory language course of Slovak, Czech, Polish, Latvian, Russian and Roma language | 10 hours: £364 for maintained schools and DCC staff |  |  |
| S120-25 | Package 6 – Introductory language course of Slovak, Czech, Polish, Latvian, Russian and Roma language | 5 hours: £246 for academies, free schools and out of authority schools |  |  |
| S121-25 | Package 6 – Introductory language course of Slovak, Czech, Polish, Latvian, Russian and Roma language | 10 hours: £449 for academies, free schools and out of authority schools |  |  |
| S122-25 | Package 7 – Intensive 1-1 ESOL tuition | 15 hours: £594 for maintained schools |  |  |
| S123-25 | Package 7 – Intensive 1-1 ESOL tuition  | 30 hours: £1123 for maintained schools |  |  |
| S124-25 | Package 7 – Intensive 1-1 ESOL tuition  | 15 hours: £754 for academies, free schools and out of authority schools |  |  |
| S125-25 | Package 7 – Intensive 1-1 ESOL tuition  | 30 hours: £1444 for academies, free schools and out of authority schools |  |  |
| S126-25 | Package 7 – Intensive 1-1 ESOL tuition *(price is per hour for any additional or part of)* | £45 per hour or part of for maintained schools |  |  |
| S127-25 | Package 7 – Intensive 1-1 ESOL tuition *(price is per hour for any additional or part of)* | £54 per hour or part of for academies, free schools and out of authority schools |  |  |
| S128-25 | Package 8 – SATS preparation for EAL learner  | £102 for 3 x 1-hour sessions for maintained schools |  |  |
| S129-25 | Package 8 – SATS preparation for EAL learner *(price is per hour for any additional or part of)* | £37 per hour or part of for maintained schools |  |  |
| S130-25 | Package 8 – SATS preparation for EAL learner | £134 for 3 x 1-hour sessions for academies, free schools and out of authority schools |  |  |
| S131-25 | Package 8 – SATS preparation for EAL learner *(price is per hour for any additional or part of)* | £49 per hour or part of for academies, free schools and out of authority schools |  |  |
| S132-25 | Package 9 – Mentoring of EAL pupils  | £449 for 12 x 1-hour sessions for maintained schools |  |  |
| S133-25 | Package 9 – Mentoring of EAL pupils *(price is per hour for any additional or part of)* | £45 per hour for maintained schools |  |  |
| S134-25 | Package 9 – Mentoring of EAL pupils  | £565 for 12 x 1-hour sessions for academies, free schools and out of authority schools |  |  |
| S135-25 | Package 9 – Mentoring of EAL pupils *(price is per hour for any additional or part of)* | £59 per hour for academies, free schools and out of authority schools |  |  |
| S136-25 | Package 10 – Improved engagement with parents from EAL New Arrival Communities | £385 per term for 12 hours per term for maintained schools |  |  |
| S137-25 | Package 10 – Improved engagement with parents from EAL New Arrival Communities | £1123 per term for 36 hours per term-maintained schools |  |  |
| S138-25 | Package 10 – Improved engagement with parents from EAL New Arrival Communities | £514 per term for 12 hours per term for academies, free schools and out of authority schools |  |  |
| S139-25 | Package 10 – Improved engagement with parents from EAL new arrival communities | £1551 per term for 36 hours per term for academies, free schools and out of authority schools |  |  |
| S140-25 | Package 11 – Overcoming barriers to educational engagement and attainment of Roma pupils in primary and secondary schools | £1230 per term for 12 half days per term / 36 hours for maintained schools |  |  |
| S141-25 | Package 11 – Overcoming barriers to educational engagement and attainment of Roma pupils in primary and secondary schools | £2247 per term for 24 half days per term / 72 hours for maintained schools |  |  |
| S142-25 | Package 11 – Overcoming barriers to educational engagement and attainment of Roma pupils in primary and secondary schools | £1765 per term for 12 half days per term / 36 hours for academies, free schools and out of authority schools |  |  |
| S143-25 | Package 11 – Overcoming barriers to educational engagement and attainment of Roma pupils in primary and secondary schools | £3209 per term for 24 half days per term / 72 hours for academies, free schools and out of authority schools |  |  |
| **Pest control service – Nicola Cokayne 01332 641991** **CiA name:** Pest Control **Internal supplier code:** 4511 |
| S144-25 | Pest control service. A written quotation will be provided after a site visit.  | Call to discuss  |  |  |
| **Printing and reprographics service - Gareth Griffith 01332 642907** **CiA name:** Business Support - DMC **Internal supplier code:** 2261 |
| S145-25 | Print - A4 75-400 gsm (per sheet) black & white | £0.02 to £0.31 |  |  |
| S146-25 | Print - A4 75-400 gsm (per sheet) colour | £0.05 to £0.34 |  |  |
| S147-25 | Print - A3 75-400 gsm (per sheet) black & white | £0.03 to £0.52 |  |  |
| S148-25 | Print - A3 75-400 gsm (per sheet) colour | £0.06 to £0.57 |  |  |
| S149-25 | Print – A2 90-190 gsm (per sheet) black & white  | £1.45 to £3.99 |  |  |
| S150-25 | Print – A2 90-190 gsm (per sheet) colour  | £1.90 to £3.99 |  |  |
| S151-25 | Print – A1 90-190 gsm (per sheet) black & white  | £1.70 to £6.99 |  |  |
| S152-25 | Print – A1 90-190 gsm (per sheet) colour  | £2.25 to £6.99 |  |  |
| S153-25 | Print – A0 90-190 gsm (per sheet) black & white  | £2.10 to £14.99 |  |  |
| S154-25 | Print – A0 90-190 gsm (per sheet) colour  | £2.75 to £14.99 |  |  |
| S155-25 | Laminating – A4 (per sheet) | £1.30 each  |  |  |
| S156-25 | Laminating – A3 (per sheet) | £2.10 each |  |  |
| S157-25 | Business cards (per card) minimum order 50 cards | £0.04 to £0.10 |  |  |
| S158-25 | Pop up banner (with carry bag)  | £41.99  |  |  |
| S159-25 | A4 NCR pads 2 page  | £8.99 |  |  |
| S160-25 | A4 NCR pads 3 page | £9.99  |  |  |
| S161-25 | A5 NCR pads 2 page  | £7.99  |  |  |
| S162-25 | A5 NCR pads 3 page  | £8.99  |  |  |
| S163-25 | A4 Booklets, leaflets and posters | Call to discuss  |  |  |
| S164-25 | A5 Booklets, leaflets and posters  | Call to discuss |  |  |
| S165-25 | Enhanced matte posterboard 24” x 30”  | £38.99 |  |  |
| S166-25 | Photographs 6” x 4” each | £0.35 |  |  |
| S167-25 | Photographs 7” x 5” each | £0.50 |  |  |
| S168-25 | Photographs 8” x 6” each | £0.90 |  |  |
| S169-25 | Photographs 10” x 8” each | £1.50 |  |  |
| S170-25 | Courier service (per collection)  | £8.93  |  |  |
| **Property, project & technical services – Philip Derbyshire 01332 640167 Mark Lowe 01332 642547** **CiA name:** Schools Property Maintenance **Internal supplier code:** 2712 |
| S171-25 | Option 1 – school maintenance bespoke packages | Call to discuss  |  |  |
| S172-25 | Option 2 – landlord compliance review nursery  | £450 |  |  |
| S173-25 | Option 2 – landlord compliance review primary  | £450 |  |  |
| S174-25 | Option 2 – landlord compliance review junior  | £450 |  |  |
| S175-25 | Option 2 – landlord compliance review infants  | £450 |  |  |
| S176-25 | Option 2 – landlord compliance review secondary  | Call to discuss |  |  |
| S177-25 | Project management, professional advice & design bespoke services  | Call to discuss |  |  |
| **Scanning service - Gareth Griffith 01332 642907** **CiA name:** Business Support - DMC **Internal supplier code:** 2261 |
| S178-25 | Bulk scanning standard charge (per hour) minimum charge of 2 hours | £24.80  |  |  |
| S179-25 | Courier service (per collection)  | £8.93  |  |  |
| **School admissions and appeals service – Alison Trail 01332 642697** **CiA name:** School Admissions and Appeals Service **Internal supplier code:** 2403 |
| S180-25 | School admissions appeals service - for the first appeal heard in any one day, per appeal  | £136.58  |  |  |
| S181-25 | School Admissions Appeals Service - in the event of your school having multiple appeals which can be heard on the same day | £47.27 per additional appeal  |  |  |
| S182-25 | Charge for processing appeals withdrawn before hearing, per appeal withdrawal  | £12.50 |  |  |
| **Schools IT – schoolsit@derby.gov.uk** **CiA name:** IT Sold Service **Internal supplier code:** 2171 |
| S183-25 | School management software (MIS) RM Integris Nursery  | £3000 |  |  |
| S184-25 | School management software (MIS) RM Integris Primary/Infant/Junior | £3950 |  |  |
| **Secure encrypted emails:** |
| S185-25 | First 5 licences, each subscription  | £80 |  |  |
| S186-25 | Over 5, from subscription 6 and more | £72 |  |  |
| **Window cleaning - Street cleansing team 01332 956601** **CiA name:** Street Cleansing **Internal supplier code:** 4802 |
| S187-25 | Window cleaning service | Call to discuss |  |  |

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| **Please return by 7 March 2025 by email or post to the address below:** |
| **Email:** | soldservices@derby.gov.uk |
| **Address:** | Natalie O'Hanlon, Business Support, Corporate Resources, The Council House, Corporation Street, Derby, DE1 2FS |