

Governor Training Programme – Spring 2018



The following training opportunities may be available at a venue of your choice subject to minimum/maximum numbers. For all enquiries, please contact the Governor Support Service at governor.support@derbyshire.gov.uk or telephone 01629 535769.

This programme may be subject to change. Please refer to the version published on <http://www.services.derbyshire.gov.uk/Page/1401> for the latest information.

Welcome to Chairing

This full-day course is relevant for new, inexperienced or prospective chairs, vice-chairs and chairs of committees. The course covers the following:

- Clarifying the roles and responsibilities of governing boards
- Establishing good relationships with the head
- The specific roles of chairs / vice-chairs
- Effective delegation
- Chairing meetings
- Leading the governing board

Venue	Date	Time	Cost	Code
Richardson Endowed Primary School	Wednesday 7 February	18:00 – 20:00	£81 /£90*	GOV-1802-SP01
Parkside Community School, Chesterfield	Monday 19 March	18:00 – 20:00	£81 /£90*	GOV-1803-SP02
County Hall, Matlock	Tuesday 17 April	18:00 – 20:00	£81 /£90*	GOV-1804-SP03

Governor Strategic Briefings

These briefings are designed to support your work as an effective Governing Board and we hope you will encourage at least one Governor to book a place on this briefing.

Venue	Date	Time	Cost	Code
New Mills School	Monday 5 March	18:30 – 20:30	FoC	SP1804
The William Allitt School	Wednesday 7 March	18:30 – 20:30	FoC	SP1805
Highfields School, Matlock (Lumsdale site)	Monday 12 March	18:30 – 20:30	FoC	SP1806
Parkside Community School, Chesterfield	Wednesday 14 March	18:30 – 20:30	FoC	SP1807

Chairs' and Clerks' Briefing

This briefing gives the Chair and Clerk to Governors the opportunity to receive updates on information at a county and national level (***please note: this session is a repeat of the session held during November 2017.***)

Venue	Date	Time	Cost	Code
Parkside Community School, Chesterfield	Tuesday 6 March	18:00 – 20:00	£81 / £90*	GOV-1803-SP09

Welcome to Governance (Induction session for new governors) – Lunch provided

This is a full day course covering the role of the governing body, governors and school improvement and how governing bodies work.

Venue	Date	Time	Cost	Code
Room 1, County Hall, Matlock	Saturday 3 March	09:30 – 15:30	£216 /£240*	GOV-1803-SP10
Dallimore Primary School, near Ilkeston	Friday 16 March	09:30 – 15:30	£216 /£240*	GOV-1803-SP11
Parkside Community School, Chesterfield	Saturday 10 March	09:30 – 15:30	£216 /£240*	GOV-1803-SP12

Welcome to Clerking

The session will include:

- Effective meeting preparation and agendas
- Recording the business of the GB
- How to record actions in relation to the role of the GB
- Procedural aspects of the beginning of the meeting
- Preparing required for taking minutes
- Increased delegation of the role of Committees

Venue	Date	Time	Cost	Code
Conference Room, John Hadfield House	Tuesday 27 February	09:30 – 12:30	£130 /£150*	GOV-1802-SP13

Exclusions

This training offers governors and clerk to governors the opportunity to learn about the Department for Education's latest guidance on pupil exclusion. The presentation informs governors of their role in the process, and the role of the new Independent Review Panel. The training will also include activities to help governors and clerks gain a good understanding of the process.

Venue	Date	Time	Cost	Code
Room 1, County Hall, Matlock	Tuesday 13 February	18:00 – 20:00	£81 /£90*	GOV-1802-SP14

Finance

An ideal opportunity to expand your knowledge of Schools Finance. Suitable for new and experienced governors. The course covers the following aspects of schools finance:

- School Budget Calculation Sheet / Pupil Numbers
- Sources of Income
- Budget Planning and Preparation
- School Financial Value Standard (SFVS)
- Budget Monitoring
- Virements and Transfers
- Detail Codes
- Annex 1 and 5

Venue	Date	Time	Cost	Code
Parkside Community School, Chesterfield	Tuesday 30 January	18:00 – 20:00	£81 /£90*	GOV-1801-SP15

SEN&D

After completing this course, participants should be more aware and have a better understanding of the following:

- The key roles of people involved in SEN&D provision and funding arrangements.
- What it is like to be a SEN&D Governor.
- SEN&D terminology and what is expected.

Venue	Date	Time	Cost	Code
Members Room, County Hall, Matlock	Wednesday 7 March	18:00 – 20:00	£81 /£90*	GOV-1803-SP16

*** DERBYSHIRE LEADERSHIP CONFERENCE ***

We are excited to announce a 2-day leadership conference at Eastwood Hall, Nottinghamshire, entitled **Navigating the Landcape: Leading our Schools in a Diverse System**. There will be a focus on working collaboratively with other schools and in partnership with a range of different organisations to build leadership capacity. There will be an emphasis on strategic leadership, so we are inviting headteachers to come for both days and [Chairs of Governors to attend on the second day](#).

The conference will give headteachers an opportunity to experience a blend of inspirational regional and national keynote speakers, workshops, case studies of good practice and networking. We hope that governors will support any requests you get from headteachers as a valuable part of their continuing professional development.

Keynote speakers include David Cameron (Scotland Curriculum for Excellence) on Day 1 and Dame Alison Peacock (Chartered College of Teaching) and Floyd Woodrow MBE on Day 2. There will also be a Q and A session on Day 2 with

Emma Ing (Ofsted Regional Director), Kate McKenna (Regional Strategy Co-ordinator) and Kathryn Boulton (DCC Director of Schools and Learning).

We have held prices at the same rate as our last conference in 2013. For headteachers, this will be £296 for the two days and £79 for bed and breakfast, so we think this is good value for money. [For Chairs of Governors, the rate will be £60 for the second day only.](#)

If you are interested in attending, please contact your headteacher so they can arrange to book you on to the conference via 01629 536546 (Services for Schools) or S4S.training@derbyshire.gov.uk

Venue	Date	Time	Cost
Eastwood Hall, Eastwood	Friday 9 March	All day event	£60 (second day only for Chairs)

***prices in italics refer to non-maintained schools not purchasing the 'Derbyshire Entitlement' package.**

All prices quoted are correct at the time of publishing.

All of the above sessions are bookable via the Derbyshire S4S website:

<http://www.services.derbyshire.gov.uk/>

ALL PLACES MUST BE BOOKED IN ADVANCE TO ENSURE THAT SUFFICIENT MATERIALS AND REFRESHMENTS ARE AVAILABLE

SESSIONS ARE SUBJECT TO MAXIMUM AND MINIMUM NUMBERS

SO PLEASE BOOK EARLY TO AVOID DISAPPOINTMENT

For Audit training requests, please contact:

jayne.wallhead@derbyshire.gov.uk or telephone 01629 538826

For Safeguarding training requests, please contact:

cathy.barrass@derbyshire.gov.uk or telephone 01629 531933

Course Cancellation

Courses may be subject to cancellation at short notice if the minimum number of attendees is not reached. Each participant due to attend the cancelled course will be notified by email/telephone as early as possible. If a course is cancelled by the Governor Support Service before the day of the course due to unforeseen circumstances, or adverse weather conditions, no fee will be charged. **If the course is not cancelled and a registered applicant does not attend, the full fee will be charged to the school.** In order to keep cancellations to a minimum, please send in your training applications, as soon as possible.

Attendee Cancellation

If you are unable to attend your chosen course for any reason, please let us know, as soon as possible. By doing this we are then able to offer your place to another person who may be on a waiting list. It will also help us to prepare for individual sessions accordingly

i.e. seating arrangements, course material and provision of light refreshments (including any special requirements).

Please note the full course fee will be payable if you cancel your place less than one week prior to the course date, unless exceptional circumstances apply, eg: unforeseen domestic or medical emergencies.

Equal Opportunities

In pursuit of the Authority's Equal Opportunities Policy, every effort is being made to ensure proper access and facilities are available in all LA venues. Please contact the Governor Support Office regarding any special requirements you may have. (This includes special dietary requirements if the course information states that food will be provided and changes to course materials, if required.)

Course Evaluation

Each course will include an evaluation form for your feedback so that we can shape courses more closely to your needs.