



For the attention of school governors and clerks to governors

This newsletter contains information to help you in your role as a school governor, trustee or clerk to governors. Please discuss the contents at your next governing board meeting.

If you encounter any problems with links in this newsletter, please copy and paste into your browser.

The information in this newsletter is correct at the time of publication. Academies – please also refer to your Articles of Association.

DERBYSHIRE GOVERNOR STRATEGIC BRIEFINGS – SPRING 2019

Free of charge for all schools subscribing to the Core Support Package

(Includes all maintained primary and secondary schools).

Venue	Date	Time	Code
County Hall, Matlock	Monday 4 March	18:30 – 20:30	GOV-1903-SP01
Parkside School, Chesterfield	Wednesday 6 March	18:30 – 20:30	GOV-1903-SP02
New Mills School	Monday 18 th March	18:30 – 20:30	GOV-1903-SP03
Dallimore Primary School, nr Ilkeston	Wednesday 20 th March	18:30 – 20:30	GOV-1903-SP04

THE FULL SPRING 2019 TRAINING PROGRAMME OUT NOW – SEE **APPENDIX A**

Chair of Governors - email address

It would be helpful if all schools had an email address for their chair of governors set up in this format:
chair@ourschool.derbyshire.sch.uk .

This way when a change of chair occurs contact with the governors can be maintained. Your school is responsible for setting up this email address. Please inform Governor Support of the change.



The Governor Support Team

Tracey Leafe
Maria Thomas
Emma Taylor

Helpline: 01629 535769

Email: governor.support@derbyshire.gov.uk



Information Governance training now available for School Governors

To help Governors maintain a GDPR compliant level of awareness around data protection we have now enabled Governors to access the Derbyshire County Council Information Governance Course offered to all DCC employees. The course is a high level introduction to the essential areas of knowledge about the General Data Protection Regulation and the Data Protection Act 2018 and issues relating to the sharing of information.

Governors wishing to access the course should email governor.support@derbyshire.gov.uk and request access to Derbyshirelearningpool.com, the Councils' e-learning platform, from where the Information Governance course can be accessed by searching "Information Governance".

GOV.UK news

[What maintained schools must publish online](#)

The information that schools maintained by their local authorities must publish on their websites – updated 25 October 2018

[What academies, free schools and colleges should publish online](#)

The information that academies, including 16 to 19 colleges and any educational institution that has academy arrangements, should publish on their websites – updated 25 October 2018

[Making significant changes to an existing academy](#)

Guidance for academies wishing to make changes to their school, including how to expand – updated 25 October 2018



Derbyshire School Governors' Association (DSGA)

The DSGA represents the views of Derbyshire School Governors and is open to all Derbyshire School Governors. Meetings are held on the 4th Wednesday of the month (excluding July to September and December) from 7-9pm at County Hall, Matlock. However, if your school is able to host a meeting, this would be a welcome opportunity to rotate the venue around the county. If so, please contact the DSG via their website:

<http://www.dsga.org.uk/>

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/P1401> for the latest information.

***10% discount for schools subscribing to the Core Support package. This includes all Derbyshire maintained primary & secondary schools.**

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
County Hall, Matlock	Monday 4 th March	18:30 – 20:30	FoC	GOV-1903-SP01
Parkside Community School, Chesterfield	Wednesday 6 th March	18:30 – 20:30	FoC	GOV-1903-SP02
New Mills Secondary School	Monday 18 th March	18:30 – 20:30	FoC	GOV-1903-SP03
Dallimore Primary School, nr Ilkeston	Wednesday 20 th March	18:30 – 20:30	FoC	GOV-1903-SP04

Leading your Governing Board

- To provide skills / knowledge in relation to being an effective Chair / Vice Chair in the current context.
- Understanding leadership styles / combination of styles needed to be an effective Chair / Vice Chair
- Providing the opportunity for self-awareness to improve your impact as a Chair / Vice Chair.

Venue	Date	Time	Cost	Code
Room 1, County Hall, Matlock	Tuesday 2 nd April	18:00 – 20:00	£90*	GOV-1904-SP13
Richardson Endowed	Tuesday 12 th March	18:00 – 20:00	£90*	GOV-1903-SP14

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

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

Venue	Date	Time	Cost	Code
County Hall, Matlock	Saturday 2 nd March	09:30 – 15:30	£240*	GOV-1903-AU06
Parkside Community School, Chesterfield	Saturday 30 th March	09:30 – 15:30	£240*	GOV-1803-AU07

Performance Management

This course provides training and information for governors undertaking Performance Management for Headteachers and approving performance-related pay increases for all teaching staff.

Venue	Date	Time	Cost	Code
Dallimore Primary School, nr Ilkeston	26 th February 2019	18:00 – 20:00	£90*	GOV-1902-SP08

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
John Hadfield House, Matlock	Thursday 28 February	10am – 12 noon	£90*	GOV-1902-SP09

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
County Hall, Matlock	Tuesday 12 February	18:00 – 20:00	£90*	GOV-1902-SP05

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 Number
- 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
Room 1, County Hall, Matlock	Thursday 17 th January	18:00 – 20:00	£90*	GOV-1901-SP11
New Mills Secondary School	Tuesday 12 th February	18:00 – 20:00	£90*	GOV-1902-SP12

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
Room 1, County Hall, Matlock	Thursday 14 th March	18:00 – 20:00	£90*	GOV-1903-SP10

EQUALITY ACT 2010: THE NEW OFSTED FRAMEWORK AND ITS EXPECTATIONS

This course is designed to ensure governors in schools are able to meet their responsibilities with regard to the Equality Act 2010 and the increased emphasis upon equality within the new Ofsted framework.

The course will explore:

- the broader responsibilities on all public bodies including schools;
- the concept of due regard;
- the need for schools to publish on their website their equality objectives.

The training session will provide opportunities for all participants to consider appropriate equality objectives for their own schools and share their developing practice with each other. This is a practical session with an emphasis upon ensuring all governors will be clear about their responsibilities and able to take effective action to secure a positive judgement from Ofsted regarding this aspect of the school's provision.

Venue	Date	Time	Cost	Code
County Hall, Matlock	Monday 21 st January	18:00 – 20:00	£90*	GOV-1901-SP15
Buxton Community School 9	Monday 4 th February	18:30 – 20:30	£90*	GOV-1903-SP16

Parkside Community School, Chesterfield	Monday 4 th March	18:30 – 20:30	£90*	GOV-1904-SP17
The William Allitt School	Monday 1 st April	18:30 – 20:30	£90*	GOV-1904-SP18

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.