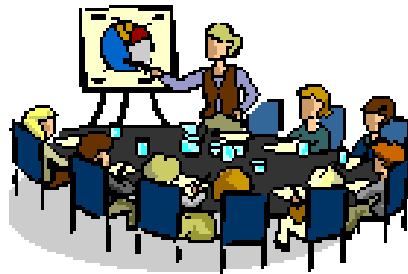




SOLIHULL GOVERNOR SERVICES

TRAINING PROGRAMME



April 2017 – March 2018

**Solihull Governor Services
Solihull School Governors' Training Programme
April 2017 – March 2018**

COURSE DETAILS

Attached are details of all seminars being offered by Solihull Governor Services this year. Each page gives details of dates, timings, venue and content information for the seminar. Several seminars will be held twice during the year. Some will also be held at different venues and times. We hope that this will enable all governors to attend training to suit their own circumstances.

Additional “ad hoc” seminars may also be held throughout the year. These will be responsive to the changing education landscape to ensure that all seminar content is both current and timely. They will be advertised separately and circulated to all governors at the time.

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Anti-Bullying

Preventing and tackling bullying is an issue for all schools and falls within their duties to safeguard and promote the welfare and well-being of children. The behaviour and safety of pupils at school is also one of the key areas that Ofsted Inspectors consider when making a judgement and includes a specific focus in relation to bullying.

The governing body has an active role in supporting the school both in the prevention of and response to bullying.

This seminar will include:

- explore current legislation, government guidance and Ofsted criteria;
- outline the role of governors in supporting the school;
- examine effective anti-bullying practice.

The intended learning outcomes are that governors will:

- Understand the key issues and challenges on bullying within schools;
- Have thought about their own role as Governors and that of schools with regard to an Anti-Bullying policy and procedure;

The seminars will cover the following Ofsted Links: The behaviour and safety of pupils and the quality of leadership and management.

This seminar will be held on the following date:

Autumn Term Tuesday, 21st November 2017 7.00-9.00pm Civic Suite

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Governing Body Chairs Briefing Sessions

The role of the Governing Body Chairperson is recognised as being very important. Governing Body Chairs have a wealth of knowledge and expertise but we are aware there are very few opportunities for Chairs to share this with others. These termly briefing sessions have been arranged to give Chairs an opportunity to get together to discuss topical items of interest and to share good practice. The content of the briefings will be determined by the Chairs.

Chairs will have an opportunity to:

- Meet and interact with other Chairs;
- Find out how other Governing Bodies operate and deal with situations;
- Share good practice.

The briefing is an informal meeting designed for Chairs to talk about any aspect of their increasing and challenging role.

The briefings will be held on the following dates:

Summer Term:	Wednesday, 7 th June 2017	Civic Suite, 7.00-9.00pm
Autumn Term:	Thursday, 30 th November 2017	Civic Suite, 7.00-9.00pm
Spring Term	Tuesday, 13 th March 2018	Civic Suite, 7.00-9.00pm

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Child Sexual Exploitation
Educating and Safeguarding Children and Young People

This seminar will include:

- An introduction to Child Sexual Exploitation (national and local context);
- Awareness raising of the indicators for and impact of CSE;
- The role of education in empowering children and young people to recognise safe, healthy relationships and to understand that everyone deserves positive, non-abusive relationships;
- The role of schools in safeguarding children and young people from CSE and responding to those identified as being at risk of CSE;
- The role of the school governors in supporting and developing best practice within their setting.

The intended learning outcomes are that governors will:

- Understand what CSE is
- Have thought about their own role as Governors and that of schools with regard to CSE
- Be aware of some of the risk indicators
- Know that CSE is abuse and should be referred as a Child Protection issue
- Have begun to explore how PSHE at all ages and stages can support children and young people's learning to enable them to keep safe and minimise risk

The seminars will cover the following Ofsted Links: The behaviour and safety of pupils and the quality of leadership and management.

This seminar will be held on the following date:

Autumn Term Tuesday, 10th October 2017 7.00-9.00pm Civic Suite

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English as an Additional Language

There are an increasing number of children and young people entering education for whom English is not their first language. These pupils come from a variety of backgrounds – culturally, linguistically and educationally - and are not a homogenous group.

This seminar will give governors the opportunity to see how the EAL Service works with schools to assist with assessment, monitoring and support of pupils with English as an additional language.

The intended learning outcomes are that governors will understand:

- the needs of children with EAL
- how the EAL Service within Solihull MBC operates
- how they as governors, can assist the school

The seminars will cover the following Ofsted Links: The achievement of pupils; the quality of teaching; the behaviour and safety of pupils and the quality of leadership and management.

This seminar will be held on the following date:

Autumn Term Tuesday, 3rd October 2017 Civic Suite, 7.00-9.00pm

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Early Years Foundation Stage
Ensuring Settings meet the Statutory and Best Practice Requirements

This seminar will give governors the opportunity to:

- Reflect on the Early Years Foundation Stage (EYFS) statutory welfare and safeguarding requirements;
- Explore the EYFS care, learning and development requirements;
- Discuss the evaluative use of schools EYFS profile data.

The intended learning outcomes are that governors will:

- Know the key EYFS documents which outline legal requirements;
- Understand the statutory requirements;
- Be more confident in their “critical friend” role in relation to the EYFS (nursery and reception classes and school run provision on school sites).

The seminars will cover the following Ofsted Links: The achievement of pupils; the quality of teaching; the behaviour and safety of pupils and the quality of leadership and management.

This seminar will be held on the following date:

Autumn Term Tuesday, 7th November 2017 Civic Suite, 7.00-9.00pm

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Freedom of Information & Data Protection

In May 2018, the General Data Protection Regulations will replace the Data Protection Act, bringing some significant changes to how organisations, such as Schools and Academies process personal information. To help governors understand the changes and how this will affect their responsibilities, we are holding two separate seminars.

The first will be a short 1 hour briefing to outline the proposed changes next year.

The second will be a full two hour training session nearer to the time of the changes to remind governors and give them:

- An overview of the Freedom of Information Act;
- An overview of the new General Data Protection Regulations;
- An understanding of the school's main responsibilities under both acts.

The intended learning outcomes are that governors will:

- Have a broad understanding of the Freedom of Information and General Data Protection Regulations;
- Understand the school's main responsibilities under the Freedom of Information Act including information requests
- Understand the school's main responsibilities under the General Data Protection Regulations including requests for personal/education information;
- Understand the importance of keeping information secure.

The seminars will cover the following Ofsted Links: The behaviour and safety of pupils and the quality of leadership and management.

The briefing/training will be held on the following dates:

Summer Term: Wednesday, 10th May 2017 Civic Suite, 7.00-8.00pm

Spring Term: Tuesday, 6th February 2018 Civic Suite, 7.00-9.00pm

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Health and Safety in Schools

Governors have a vital role to play in health and safety issues in schools. The aim of the presentation is to highlight the key responsibilities of governors and the support available to assist them in their health and safety role including guidance and specialist training.

The intended learning outcomes are that governors will:

- Have a better understanding of the Health and Safety issues in schools;
- Be aware of their responsibilities;
- Be aware of and know how to access the support available;

The seminar will cover the following Ofsted Links: the behaviour and safety of pupils and the quality of leadership and management.

This seminar will be held on the following date:

Autumn Term Thursday, 19th October 2017 Civic Suite, 7.00-9.00pm

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Literacy

The Department for Education's framework document for the 2014 National Curriculum explains: "Teachers should develop pupils' spoken language, reading, writing and vocabulary as integral aspects of the teaching of every subject. ...Fluency in the English language is an essential foundation for success in all subjects."

This Briefing will help governors increase their knowledge of how literacy is taught in schools and how their role as a governor can help their school's subject area meets the needs of all their pupils.

The intended learning outcomes are that governors will:

- increase their knowledge of literacy in schools;
- develop an understanding of effective practice in schools;
- understand their role in developing literacy in their school.

The briefing will cover the following Ofsted Links: Achievement of pupils and quality of teaching

This briefing will be held on the following dates:

Spring Term: Tuesday, 16th January 2018 The Loft, 12.30-2.30pm

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Mathematics

This Briefing will help governors increase their knowledge of how mathematics is taught in schools.

The intended learning outcomes are that governors will:

- understand current developments in mathematics teaching and learning;
- increase their knowledge of mathematics in schools;
- develop an understanding of effective practice in schools ;
- understand their role in developing mathematics in their school.

The briefing will cover the following Ofsted Links: Achievement of pupils and quality of teaching

This briefing will be held on the following dates:

Summer Term: Wednesday, 28th June 2017 Civic Suite, 7.00-9.00pm

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New Governor Training Programme

Part 1 - Strategic Focus

Part 2: - Critical Friend

Part 3 – Accountability

This three-session course is aimed at governors who have had at least one term's experience with their governing body and is recommended as an essential grounding in school governance. The intended learning outcomes are that governors will have increased their understanding of:

- The characteristics of effective schools;
- The key roles and responsibilities of governing bodies in improving schools;
- The different and complementary roles of governors and head teachers;
- How to be effective in their own governing bodies;
- The importance of sound working relationships;
- How to access further support and training.

The seminars will cover the following Ofsted Links: The achievement of pupils; the quality of teaching; the behaviour and safety of pupils and the quality of leadership and management.

These three seminars will be held every term on the following dates:

Summer Term:	Part 1 – Thurs, 27 th April 2017	Civic Suite, 7.00-9.00pm
	Part 2 – Thurs, 4 th May 2017	Civic Suite, 7.00-9.00pm
	Part 3 – Tues, 11 th May 2017	Civic Suite, 7.00-9.00pm

Autumn Term:	Part 1 – Wed, 6th September 2017	The Loft, 12.30–2.30pm
	Part 2 – Wed, 13th September 2017	The Loft, 1.00–3.00pm
	Part 3 – Wed, 20th September 2017	The Loft, 12.30–2.30pm

Spring Term:	Part 1–Wed, 10 th January 2018	Civic Suite, 7.00-9.00pm
	Part 2–Wed, 17 th January 2018	Civic Suite, 7.00-9.00pm
	Part 3–Wed, 24 th January 2018	Civic Suite, 7.00-9.00pm

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On-line Safety in Schools and the Role of the Governor

Children and young people need to be empowered to keep themselves and others safe. This involves recognising and managing risks, both in the real world and in the virtual world. On-line safety is part of governors' safeguarding duties. This seminar will provide information and guidance to governors on:

- The opportunities, potential risks and safe use of modern communication technologies
- Solihull's e-safety policy for schools
- Solihull's code of conduct for staff

The intended learning outcomes are that governors will:

- Understand some of the issues faced by children and young people when using ICT
- Know how schools and Solihull Council address e-safety issues
- Be empowered to ask questions about on-line safety in their school
- Be able to contribute to the school's self-evaluation and understand its strengths and areas for development pertaining to on-line safety

The seminars will cover the following Ofsted Links: The behaviour and safety of pupils and the quality of leadership and management.

This seminar will be held on the following date:

Spring Term Thursday, 8th February 2018 Civic Suite, 7.00-9.00pm

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Preparing for Ofsted

This seminar is intended to give governors an overview of the Ofsted Inspection and what their role in the process comprises. The course will:

- Discuss the key Ofsted expectations for governors;
- Outline Ofsted criteria and how they are used in inspections;
- Describe the process of inspection;
- Discuss how governors can effectively prepare for Ofsted inspections.

The intended learning outcomes are that governors will:

- Have an overview of the Ofsted criteria and how it is applied;
- Understand Ofsted criteria for judging an effective governing body;
- Understand how governors can support schools in the preparation for inspection;
- Identify strategies to prepare for Ofsted interviews with governors.

The seminars will cover the following Ofsted Links: The achievement of pupils; the quality of teaching; the behaviour and safety of pupils and the quality of leadership and management.

This seminar will be held on the following date:

Summer Term Wednesday, 5th July 2017 Civic Suite, 7.00-9.00pm

Autumn Term: Tuesday, 12th December 2017 The Loft, 12.30–2.30pm

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Relationships and Sex Education
Governors Statutory Responsibilities

This session will provide an up-date for governors around their statutory duties regarding relationship and sex education (RSE). It will look at what should be taught in the statutory and non-statutory curricula, the links between safeguarding and RSE and what Ofsted will be looking for during inspection. The session will explore how schools can work with their key stakeholders to ensure that their voices are heard and that the needs of children and young people are met.

The intended learning outcomes are that governors will:

- Increase their knowledge and understanding of the legal requirements upon schools pertaining to RSE;
- Recognise what good practice looks like in RSE in terms of policy development and teaching & learning;
- Have a better understanding of how schools can ensure that its provision for RSE meets the needs of its' community
- Have explored the role of governors with regard to relationships and sex education

The seminars will cover the following Ofsted Links: Behaviour and safety of pupils and the quality of leadership and management.

This seminar will be held on the following date:

Summer Term: Tuesday, 20th June 2017

Civic Suite, 7.00-9.00pm

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Special Educational Needs Briefing Session

These seminars are aimed at SEN Link Governors and Chairs of Governors. The content of the seminars will cover topics issues and precise details will be notified to delegates nearer the date of each seminar.

The intended learning outcomes of the seminars are that governors will have:

- An increased understanding of the governing body's responsibilities with regard to provision and support for children with SEN;
- Improved understanding of the SEN Code of Practice and all expectations with regard to the legislative changes from September 2014;
- An increased understanding of the expectations about the use of funding to support children with SEN;
- Opportunities to discuss and share ways of working with and supporting the SENCO in their schools.

The seminars will cover the following Ofsted Links: The achievement of pupils; the quality of teaching; the behaviour and safety of pupils and the quality of leadership and management.

This seminar will be held on the following dates:

Summer Term:	Thursday, 15 th June 2017	Civic Suite, 7.00-9.00pm
Autumn Term	Wednesday, 6 th December 2017	Civic Suite, 7.00-9.00pm
Spring Term:	Wednesday, 7th March 2018	The Loft, 12.30 – 2.30pm

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Supporting Children with Medical Conditions in Schools
Governors' Statutory Responsibilities

This seminar will explore the issues relating to the new legal duty on governing bodies, proprietors of academies and management committees of pupil referral units (PRUs) to “make arrangements to support pupils at school with medical conditions”. The aims of the seminar are to:

- Provide opportunity to consider what good practice looks like;
- Make links with safeguarding;
- Explore meeting legal requirements and obligations

The intended learning outcomes are that governors will:

- Have an increased understanding of governors' responsibilities relating to supporting children with medical conditions in school;
- Be able to contribute to the school's self-evaluation and understand its strengths and areas for development pertaining to medicines in school.

The seminars will cover the following Ofsted Link: The behaviour and safety of pupils.

This seminar will be held on the following date:

Spring Term Thursday, 15th March 2018 Civic Suite, 7.00-9.00pm

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Supporting Looked After Children

This seminar is aimed at the Link Governor with responsibility for supporting Looked After Children or Safeguarding. The seminar will provide governors with an overview of:

- National and local facts and figures;
- The challenges facing Looked After Children including the barriers to and the impact on education;
- Responsibility of the Governing Body
- Looked After Children and the Ofsted framework;
- Good practice in schools supporting Looked After Children;
- Resources available in Solihull;

The intended learning outcomes are that participants will:

- Have an increased understanding of governors' responsibilities relating to supporting Looked After Children and raising educational achievement;
- Be able to contribute to the school's self-evaluation by understanding its strengths and areas for development, pertaining to well-being and achievement for LAC in school.

This seminar will be held on the following date:

Autumn Term Tuesday, 19th September 2017 Civic Suite, 7.00-9.00pm

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**Understanding Leadership and Headteacher/Teacher
Performance Management**

This seminar will provide governors with details of:

- STPCD provisions and the LA's regulations and the model policy for schools;
- The Appraisal and Capability Framework underpinning performance management;
- Governor responsibilities under the new regulations
- The relevance of Teachers' Standards in the appraisal arrangements

The intended learning outcomes are that governors will know how:

- To agree appropriate objectives for teachers and Headteachers;
- To monitor and appraise performance
- To respond to development needs;
- To fully utilise the policies and tools available in managing performance.

The seminars will cover the following Ofsted Links: The quality of teaching and the quality of leadership and management.

This seminar will be held on the following date:

Autumn Term Thursday, 12th October 2017 Civic Suite, 7.00-9.00pm

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Understanding School Data (focus on RAISEonline and the Inspection Dashboard)

This seminar will enable governors to develop an understanding of achievement data in RAISEonline and the Inspection Dashboard. It will link Ofsted's achievement judgement criteria with RAISEonline. The course is generic to primary and secondary maintained schools with key principles regarding progress and attainment examined. Attendees will be expected to bring a copy of their own RAISEonline and Inspection Dashboard reports to analyse, working with other governors attending the training.

The intended learning outcomes are that governors will begin to make judgements using Ofsted criteria regarding the achievement of pupils in their school. This triangulates judgements of the quality of teaching. Governors will be equipped to ask challenging questions about the achievement of pupils in the school that will support them to fulfil their role of challenge and support for the leadership and management of the school.

The seminars will cover the following Ofsted Links: The achievement of pupils; the quality of teaching and the quality of leadership and management.

Following suggestions from governors on previous seminars, the sessions will be split into one for Secondary only and one for Primary only.

This seminar will be held on the following dates:

Autumn Term	Wednesday, 27th September 2017 (Secondary School Governors only)	7.00-9.00pm	Civic Suite
Autumn Term	Tuesday, 14th November 2017 (Primary School Governors only)	12.30-2.30pm	The Loft