

**Special Offer prices!
Sessions delivered
as WEBINARS!!
Group discounts
available!**

Governance Training Solutions

Training Programme Autumn 2021

To be an effective board it is vital that you cover all the core competencies of governance and are keeping up to date with changes in the educational landscape and the expectations of boards.

We provide professional, practical training solutions for boards that will help you govern with confidence.

Key Features of our training solutions

- Up to date guidance on how to do the job
- Free resource packs - templates, tools, and checklists to help you be productive
- Signposting to national resources, research and DfE guidance
- Coverage of all areas of the Governance Competency Framework
- Best practice advice from experienced chairs
- Action plan or personal log for governors to complete and take away
- Bespoke training solutions for your board or multi-academy trust
- Training programmes and packages
- Public courses at affordable prices
- All training currently provided as webinars

***HOT TOPICS:
New webinars on
areas of change or
focus for 2021/22***

We provide high quality development opportunities for all types of Governing Boards, from individual schools, partnerships, or groups of schools to Multi Academy Trusts.



***Our training
programme covers
all key aspects of
the Governance
Competency
Framework***

Training programme

We can customise any of our courses to meet your needs or create something totally bespoke for you.

Courses are currently delivered as a webinar. Those titles in **bold** are being offered in the Autumn term 2021

Code	Title	Suitable for:		
		School	Trust	LGB
Competency Area: Strategic Leadership				
SL1	How to ensure clarity of vision, ethos, and strategic direction for your school, academy, or trust	✓	✓	✓
SL2	How to engage your key stakeholders to improve your school, academy, or trust	✓	✓	✓
SL3	Thinking strategically about effective and efficient use of finances/resources to improve your school, academy, or trust (HOT TOPIC)	✓	✓	✓
SL4	The board's role in ensuring you are the employer of choice	✓	✓	
SL5	Strategic risk management - a guide for governors and trustees	✓	✓	✓
SL6	Questions to ask before approving your Improvement Plan	✓	✓	✓
Competency Area: Accountability				
AC1	'NEW' Monitoring Pupil Premium and support for the disadvantaged (HOT TOPIC)	✓	✓	✓
AC2	Governance of SEND	✓	✓	✓
AC3	Understanding your school data (bespoke)	✓	✓	✓
AC4	How to monitor progress and hold to account	✓	✓	✓
AC5	Monitoring the quality of education and the curriculum (HOT TOPIC)	✓	✓	✓
AC6	How to monitor finances and meet your financial responsibilities	✓	✓	✓
AC7	Ensuring robust performance management in your school	✓	✓	✓
AC8	How to monitor staff wellbeing and workload (HOT TOPIC)	✓	✓	✓
AC9	'NEW' Monitoring pupil behaviours for learning, mental health, and wellbeing (HOT TOPIC)	✓	✓	✓
AC10	'NEW' Developing effective professional relationships as chair	✓	✓	✓
AC11	Holding to account for the use of the catch-up premium (HOT TOPIC)	✓	✓	✓
AC12	Questions to ask before approving your budget	✓	✓	✓
AC13	'NEW' How to have impactful board meetings that make a difference	✓	✓	✓
Competency Area: People				
PE1	The essentials of school governance (two sessions) – an induction/refresher	✓		✓
PE2	The recruitment, retention, and development of your governance team	✓	✓	✓
PE3	How to lead your governance team as the Chair (three sessions)	✓	✓	✓
PE4	'NEW' The role of Members within a Trust		✓	
PE5	'NEW' An introduction to being a trustee for experienced governors		✓	
PE6	'NEW' Trustee induction – for those new to governance		✓	
Competency Area: Structures				
ST1	Organising your governance team to work smart and have an impact	✓		✓
ST2	'NEW' Getting delegation of governance right within a MAT – enhancing your Scheme of Delegation (HOT TOPIC)		✓	
ST3	How to be an effective local board within a MAT (Bespoke)			✓
ST4	'NEW' Getting communication and information management right in a MAT (HOT TOPIC)		✓	
ST5	'NEW' The role and responsibilities of a trust Audit and Risk Committee (HOT TOPIC)		✓	
Competency Area: Compliance				
CO1	'NEW' Understand the latest Ofsted framework and preparing for your next inspection (HOT TOPIC)	✓	✓	✓
CO2	'NEW' Developing a whole school approach to parental complaints	✓	✓	✓
CO3	'NEW' Safeguarding for governors and trustees	✓	✓	✓
CO4	'NEW' Health and Safety for governors and trustees	✓	✓	✓

CO5	The board's role in exclusions and panel hearings	✓		✓
CO6	'NEW' How to ensure your school or trust is statutorily compliant	✓	✓	✓
CO7	'NEW' Compliance with the Academies Financial Handbook		✓	✓
Competency Area: Evaluation				
EV1	'NEW' How to review the effectiveness of governance in your trust		✓	

Please see our website for a detailed description of each course or subscribe to our email updates. Please contact Melanie Jones – mjones@billericayschool.com – Tel: 01277 314420 to discuss your requirements

What people say about our training

We pride ourselves on delivering high quality governance services that really have an impact. Here are some comments from delegates who have attended our training.

'The best training I've ever attended. THANK YOU!'

'At last training that tells me how to do the job! I feel inspired again as a governor.'

Fantastic resources! The toolkit and templates will save me so much time!

'The course was so helpful. I now understand how I can make a difference as a governor.'

'All governors should come on this training. If only it had been available sooner. I'm going to encourage everyone on our board to attend the next event.'

About our trainers

All our trainers are experienced governance system leaders. They are chairs of governing boards/trustees that have years of experience leading governance. They all have experience mentoring and supporting governance in many different settings and are experienced trainers.



Rosemary Lovatt

Rosemary led National Leaders of Governance (NLGs) across the East of England and NE London for many years. She is an experienced governance tutor, chair and trustee who has supported boards across England and has trained thousands of governors and trustees.



Linda Robinson

Linda has been an NLG, governance tutor, mentor and coach delivering be-spoke training to governors across the eastern region. Linda's experience as a trustee and chair enables her to support and develop effective governance practices in her role as a Governance Advisor to LGBs and Trustees within a MAT.



Julie Taylor

With nearly 30 years experience in education and governance Julie has been an NLG and is an experience chair and trainer, who has a track record of supporting governance in all types of settings across Essex and beyond. She is currently a chair of a maintained primary school and a Secondary C of E Academy within a MAT.

How to experience our training

 Public Webinars	<p>We currently run public training courses as webinars, through Billericay Teaching Alliance.</p> <p>Courses can be purchased on a pay-as-you-go basis or as a package to achieve even greater value for money.</p>
 Private Webinars	<p>We can provide private webinars for your school, multi-academy trust, or collaborative partnership board/s for up to 25 delegates. Prices start from £450.00 for a two-hour webinar from our existing Training Programme. We can also provide bespoke training solutions ranging from a single session to conferences and annual training programmes.</p>

Public Webinars

Below is the list of currently scheduled **public** training courses from our Training Programme, all offered as webinars. New dates are added on a regular basis. If there is a training course you are interested in that is not listed here, please contact Melanie Jones – mjones@billericayschool.com – Tel: 01277 314420 to discuss your need.

Autumn 2021 Programme


Code	Title	Date and time
Competency Area: Strategic Leadership		
SL1	How to ensure clarity of vision, ethos, and strategic direction for your school, academy, or trust	20-10-21 6.30pm to 8.30pm
SL3	Thinking strategically about effective and efficient use of finances/resources to improve your school, academy, or trust (HOT TOPIC)	01-11-21 6.30pm to 8.30pm
SL5	Strategic risk management - a guide for governors and trustees	09-11-21 6.30pm to 8.30pm
SL6	Questions to ask before approving your Improvement Plan	10-11-21 6.30pm to 8.30pm
Competency Area: Accountability		
AC1	'NEW' Monitoring Pupil Premium and support for the disadvantaged (HOT TOPIC)	29-11-21 6.30pm to 8.30pm
AC2	Governance of SEND	18-11-21 6.30pm to 8.30pm
AC5	Monitoring the quality of education and the curriculum (HOT TOPIC)	23-11-21 6.30pm to 8.30pm
AC7	Ensuring robust performance management in your school	07-10-21 6.30pm to 8.30pm
AC9	'NEW' Monitoring pupil behaviours for learning, mental health, and wellbeing (HOT TOPIC)	07-12-21 6.30pm to 8.30pm
AC10	'NEW' Developing effective professional relationships as chair	21-10-21 6.30pm to 8.30pm
AC11	Holding to account for the use of the catch-up premium (HOT TOPIC)	13-10-21 6.30pm to 8.30pm
Competency Area: People		
PE1	The essentials of school governance (two sessions) – an induction/refresher	05-10-21 & 02-11-21 6.30pm to 8.30pm
PE2	The recruitment, retention, and development of your governance team	24-11-21 6.30pm to 8.30pm
PE3	How to lead your governance team as the Chair (three sessions)	18-10-21, 08-11-21 & 29-11-21 6.30pm to 8.30pm
PE5	'NEW' An introduction to being a trustee for experienced governors	4-10-21 6.30pm to 8.30pm


Competency Area: Structures		
ST2	'NEW' Getting delegation of governance right within a MAT – enhancing your Scheme of Delegation (HOT TOPIC)	11-10-21 6.30pm to 8.30pm
ST4	'NEW' Getting communication and information management right in a MAT (HOT TOPIC)	6-12-21 6.30pm to 8.30pm
ST5	'NEW' The role and responsibilities of a trust Audit and Risk Committee (HOT TOPIC)	15-11-21 6.30pm to 8.30pm
Competency Area: Compliance		
CO1	'NEW' Understand the latest Ofsted framework and preparing for your next inspection (HOT TOPIC)	21-10-21 6.30pm to 8.30pm
CO3	'NEW' Safeguarding for governors and trustees	11-11-21 6.30pm to 8.30pm
CO6	'NEW' How to ensure your school or trust is statutorily compliant	02-12-21 6.30pm to 8.30pm
CO7	'NEW' Compliance with the Academies Financial Handbook	22-11-21 6.30pm to 8.30pm

If the title you are looking for does not appear in our Autumn 2021 programme, please email mjones@billericayschool.com to express interest.


Prices and Packages

Our goal is to provide affordable high-quality training to meet your needs. We have designed several options to give you maximum flexibility.

Public Webinars											
 <p>Public Webinars</p>	<p>Option 1: Pay-as-you-go</p> <p>From £85 per delegate for a two-hour training course. Courses are either 1 session (£85), 2 sessions (£160) or 3 sessions (£235). This includes a copy of the presentation and a resource pack full of useful examples, templates, checklists and other tools to implement swiftly.</p> <p>Simply select the course you wish to attend and complete the booking form at the end of this brochure. Note: Members of Billericay Teaching Alliance benefit from a 10% membership discount on Pay-as-you-go prices.</p> <p>Option 2: Buy an annual package</p> <p>To encourage your governing board to attend regular training and keep up to date, we offer public training course packages as a cost-effective solution to governor training. These packages are valid for any standalone board, multi academy trust board or collaborative partnership boards for a year from date of purchase.</p> <table border="1"> <thead> <tr> <th>Total number of places on any two-hour training course in the year</th> <th>Cost of annual package (WEBINAR PRICES ONLY)</th> </tr> </thead> <tbody> <tr> <td>5 places</td> <td>£375 (£75 per place)</td> </tr> <tr> <td>6 places</td> <td>£430 (£72 per place)</td> </tr> <tr> <td>7 places</td> <td>£490 (£70 per place)</td> </tr> <tr> <td>8 places</td> <td>£550 (£69 per place)</td> </tr> </tbody> </table>	Total number of places on any two-hour training course in the year	Cost of annual package (WEBINAR PRICES ONLY)	5 places	£375 (£75 per place)	6 places	£430 (£72 per place)	7 places	£490 (£70 per place)	8 places	£550 (£69 per place)
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	5 places	£375 (£75 per place)									
	6 places	£430 (£72 per place)									
7 places	£490 (£70 per place)										
8 places	£550 (£69 per place)										
<p>If you require more than 8 places per year, please contact us.</p>											

Private Webinars	
 <p>Private Webinars</p>	<p>Many boards find training is most effective when it is specific to them and/or provided to the whole board together. Our private webinars can be provided for up to 25 delegates.</p> <p>Standard private training webinars</p> <p>From £450.00 per two-hour private webinar (Maximum 25 delegates). Any of our training programme titles can be provided on a private basis. Simply let us know the title you are interested in and we will work with you to agree a date for the training. Note: Members of Billericay Teaching Alliance benefit from a 10% membership discount on Standard private training webinars.</p> <p>All materials for in-house training are emailed in advance for the organisation to produce. This enables organisations to use the materials going forward. Should the organisation wish these materials to be produced for them, this will be at an additional cost of £9.50 per delegate.</p> <p>Bespoke solutions</p> <p>Our experienced trainers can provide bespoke governance training solutions for your school, multi-academy trust or collaborative partnership. Please contact Melanie Jones - mjones@billericayschool.com - Tel 01277 314420 to discuss your requirements.</p>


Public Webinar Booking Form

 Public Webinars	Organisation Details					
	Name of Purchasing Organisation (School/Academy/MAT/Partnership):					
	Main Contact:		Main Contact Role:			
	Main Contact Email:		Type of Organisation:		<input type="checkbox"/> Academy <input type="checkbox"/> Maintained School	
	Organisation Postal Address:					
	Email address to invoice:					
	Option 1: Pay-As-You-Go					
	Delegate Name	Delegate School	Delegate Email	Course Code	Date	Cost
	Total Cost					£
	Option 2: Annual Package					
	Number of places required in package (if not purchased yet):			Start date for package (if not purchased yet):		
	Cost of Package (if not purchased yet):			£		
Package reference number (if already purchased):						
Delegate Name	Delegate School	Delegate Email	Course Code	Date		
If you require more than 8 places per year, please contact Melanie Jones mjones@billericayschool.com						

Please return completed Booking Form to: mjones@billericayschool.com

- Places will be allocated on a first come/first served basis
- Confirmation will be sent via email
- Further details will be sent prior to the start of the course
- If for any reason the booking has to be cancelled, a refund will only be issued if the place can be filled

Private Webinar Booking Form

 Private Webinars	Organisation Details			
	Name of Purchasing Organisation (School/Academy/MAT/Partnership):			
	Main Contact:		Main Contact Role:	
	Main Contact Email:		Type of Organisation:	<input type="checkbox"/> Academy <input type="checkbox"/> Maintained School
	Organisation Postal Address:			
	Email address to invoice:			
	Standard In-house training			
	Course Code:			
	Description of course (if bespoke):			
	Proposed dates for course (please provide 3 alternative dates):			
	Proposed venue address for course:			
	Proposed number of delegates (max 25):			
	Total Cost		£	

Please return completed Booking Form to: mjones@billericayschool.com

- Places will be allocated on a first come/first served basis
- Further details will be sent prior to the start of the course
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- If for any reason the booking has to be cancelled, a refund will only be issued if the place can be filled

Bespoke Solutions

For all bespoke solutions, please contact Melanie Jones – mjones@billericayschool.com – Tel: 01277 314420 to discuss your requirements.