

# The Catholic Schools Partnership

Training programme 2016-2017

The  
Catholic Schools Partnership



A Teaching School Alliance



**OneEducation**

Putting children first



## The CSP One Education offer

This is a partnership between the Catholic Schools Partnership and One Education. The profile and importance of the role of governors continues to grow, as do the responsibilities of the role. We want to support you to fulfil this increasingly important part of school management to ensure that every child receives the best education possible. Ensuring that you

get the right support, training, advice and guidance is key to help you do this. This service provides practical advice, guidance and support to help governing bodies to function as effectively as possible through a programme of training and development which is detailed in this brochure.

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## Using this guide

This programme of CPD has been developed to make sure it is up to date and topical, whilst also ensuring it covers the areas often requested by Governors, such as the New Governor Induction and Using Data.

We have timetabled the courses throughout the year at times when we hope they are most beneficial and accessible to you. The training programme and networks are provided free as part of the subscription to the Catholic Schools Partnership.

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## The Catholic Schools Partnership



A Teaching School Alliance  
of Bradford & Keighley



### Our Mission

Supporting each other to provide and promote excellent Catholic education in Bradford and Keighley, enabling all to reach their full potential in their union with God.

[www.csptsa.org.uk](http://www.csptsa.org.uk)

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## How to book your course

To book any of our courses  
email: [events@oneeducation.co.uk](mailto:events@oneeducation.co.uk)  
or telephone on: **0844 967 1111**

Full-day courses include lunch. Refreshments are provided at all courses.

VAT will be charged at the prevailing rate, where applicable.

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# Chair of governors development programme

The role of the Chair is demanding, complex and multi-faceted. The Chair leads the governing body ensuring it fulfills its functions well and a good Chair will ensure the board's focus is on the strategic. The Chair should facilitate the governing body working as a team, to challenge, support and contribute to the strategic leadership of the school.

The development programme will provide opportunities for Chairs of governing bodies to develop their practice. The programme is built around self-evaluation and reflection as well as working with other experienced Chairs with opportunities to shadow meetings and develop ways if working. Using the principles of Inspiring Schools in Partnership, based on the core values of trust and reciprocity, this programme will develop mentoring and coaching opportunities for Chairs to review their practice with peers, with support from other experienced Chairs and National Leaders of Governance.

The programme includes Chair's Network and Development meetings which will provide updates on current developments and look at the key elements of the role:

- Leading governance in schools
- Leading and developing the team
- The Chair, the Headteacher and accountability - building a professional relationship
- Leading school improvement
- Leading governing body business



# Autumn Term 2016

## GOV 01: Chair's Network and Development Meeting

The Chair's network meetings are termly and is an opportunity to catch up on current developments and allow Chairs of Governors to meet, network and raise their own issues. Each meeting will also look at key elements of the Chair's role using the National Governors Association framework for Chairs as follows:

### 'Effectively leading GB business and supporting school improvement.'

This meeting will also provide an introduction to the Chairs' Development Programme.

<b>Date</b>	28 September 2016
<b>Time</b>	6.30pm to 8.30pm
<b>Venue</b>	St. Bede's and St. Joseph's Catholic College, Cunliffe Road, Bradford BD8 7AP
<b>Fee</b>	£90 (free as part of CSP)
<b>Trainer</b>	One Education

## GOV 02: Academy Governance

These briefings will cover the legal and financial context of academy governance for academy and potential academy governors. It will provide governors with the framework to effectively support their schools.

*There will be three workshops for governors from which they can select two areas of interest.*

1. Roles and responsibilities of academy governors
2. Academy finance
3. MAT Governance

<b>Date</b>	20 October 2016
<b>Time</b>	6pm to 9pm
<b>Venue</b>	St. Winefride's Catholic Primary School, Bradford BD6 1SR
<b>Fee</b>	£90 (free as part of CSP)
<b>Trainer</b>	One Education

## GOV 03: Understanding and using school data

There is a variety of data that governing bodies use to scrutinise the performance of their school. This training will give an insight into the types of data used to look at pupil performance and attendance. It will give governors the understanding to review the data, to set targets and support and challenge school leaders to maximise pupil progress.

The role of a governing body is to act as a 'critical friend' to the school. This training will explore what this means in practice and support governors in ensuring that they carry out this role effectively. The training will look at what aspects of the school's performance they should be questioning and how they can challenge in a supportive and positive way to ensure outstanding outcomes for pupils.

*There will be three workshops for governors from which they can select two areas of interest.*

1. Primary Data
2. Secondary Data
3. How to challenge and ask the right questions

<b>Date</b>	8 December 2016
<b>Time</b>	6pm to 9pm
<b>Venue</b>	St. Walburga's Catholic Primary School, Shipley BD18 4RL
<b>Fee</b>	£90 (free as part of CSP)
<b>Trainer</b>	One Education



# Spring Term 2017

## GOV 04: School Finance

A core responsibility of all governing bodies is to oversee the financial performance of the school and make sure its money is well spent. A series of interactive and practical workshops looking at how budgets are developed and monitored, how to deal with budget issues and specifically on the particulars of academy finance provide governors with an understanding of this element of their role.

*There will be three workshops for governors from which they can select two areas of interest.*

1. Academy finance
2. Budget development and monitoring
3. Dealing with budget issues (e.g. Deficit budgets)

<b>Date</b>	25 January 2017
<b>Time</b>	6pm to 9pm
<b>Venue</b>	St. Joseph's Catholic Primary School, Bradford BD5 ORB
<b>Fee</b>	£90 (free as part of CSP)
<b>Trainer</b>	One Education

## GOV 05: Chair's Network and Development Meeting

The Chair's network meetings are termly and is an opportunity to catch up on current developments and allow Chairs of Governors to meet, network and raise their own issues. Each meeting will also look at key elements of the Chair's role using the National Governors Association framework for Chairs as follows:

**'Ensuring effective relationships with the Headteacher and staff.'**

<b>Date</b>	2 February 2017
<b>Time</b>	6.30pm to 8.30pm
<b>Venue</b>	St. Bede's and St. Joseph's Catholic College, Cunliffe Road, Bradford BD8 7AP
<b>Fee</b>	£90 (free as part of CSP)
<b>Trainer</b>	One Education

## GOV 06: New Governor Induction

This training will enable governors to understand their role and statutory responsibilities. It focuses on how to contribute and challenge in the most effective way and on the key pieces of information and frameworks found to be most helpful.

<b>Date</b>	7 February 2017
<b>Time</b>	9.30am to 3.30pm
<b>Venue</b>	St. Bede's and St. Joseph's Catholic College, Cunliffe Road, Bradford BD8 7AP
<b>Fee</b>	£130 (free as part of CSP)
<b>Trainer</b>	One Education



# Summer Term 2017

## GOV 07: Ofsted

Briefing governors on how to use the new Ofsted framework to support judgements of the effectiveness of leadership and management, the quality of teaching, learning and assessment, outcomes for children and learners and personal development, behaviour and welfare. This session is delivered by a trained inspector.

Changes to Ofsted inspections have identified the key role of governors in school leadership. This training gives advice and guidance to governors on the new Ofsted framework, with particular reference to Leadership and Management judgements. It also identifies how governors can contribute to school inspections and the types of questions they may be asked. This session is delivered by a trained inspector.

The role of a governing body is to act as a 'critical friend' to the school. This training will explore what this means in practice and support governors in ensuring that they carry out this role effectively. The training will look at what aspects of the school's performance they should be questioning and how they can challenge in a supportive and positive way to ensure outstanding outcomes for pupils.

*There will be three workshops for governors from which they can select two areas of interest.*

1. Understanding the key Ofsted framework areas
2. Preparing for Ofsted
3. How to challenge

<b>Date</b>	3 May 2017
<b>Time</b>	6pm to 9pm
<b>Venue</b>	St. Matthew's Catholic Primary School, Bradford BD15 7NE
<b>Fee</b>	£90 (free as part of CSP)
<b>Trainer</b>	One Education



## GOV 08: Chair's Network and Development Meeting

The Chair's network meetings are termly and is an opportunity to catch up on current developments and allow Chairs of Governors to meet, network and raise their own issues. Each meeting will also look at key elements of the Chair's role using the National Governors Association framework for Chairs as follows:

### 'Leading and developing the GB team.'

<b>Date</b>	23 May 2017
<b>Time</b>	6.30pm to 8.30pm
<b>Venue</b>	St. Bede's and St. Joseph's Catholic College, Cunliffe Road, Bradford BD8 7AP
<b>Fee</b>	£90 (free as part of CSP)
<b>Trainer</b>	One Education

## GOV 09: Strategic planning

A fundamental element of the strategic role of governors is the setting and monitoring of targets, particularly linked to the school development plan. These sessions will take governors through the planning, monitoring and review cycle and identify the support and challenge that governors can provide.

*There will be three workshops for governors from which they can select two areas of interest.*

1. Supporting the school development plan
2. Target setting
3. Monitoring and review

<b>Date</b>	22 June 2017
<b>Time</b>	6pm to 9pm
<b>Venue</b>	St. Francis Catholic Primary School, Bradford BD2 4ES
<b>Fee</b>	£90 (free as part of CSP)
<b>Trainer</b>	One Education

# Governor training quick booking guide

School:

Autumn term 2016	
28 Sept 2016	<b>Chair's Network and Development Meeting</b>
Governors Attending	

20 October 2016	Academy Governance		
Governors Attending	(Please indicate your choice of two workshops)		

22 Oct 2016	Understanding and using school Data		
Governors Attending	(Please indicate your choice of two workshops)		

Spring term 2017	
2 Feb 2017	<b>Chair's Network and Development Meeting</b>
Governors Attending	

25 Jan 2017	School Finance		
Governors Attending	(Please indicate your choice of two workshops)		

# Governor training quick booking guide

<b>7 Feb 2017</b>	<b>New Governor Induction</b>
Governors Attending	

<b>Summer term 2017</b>		
<b>3 May 2017</b>	<b>Ofsted</b>	
Governors Attending		(Please indicate your choice of two workshops)

<b>23 May 2017</b>	<b>Chair's Network and Development Meeting</b>
Governors Attending	

<b>22 June 2017</b>	<b>Strategic Planning</b>
Governors Attending	
(Please indicate your choice of two workshops)	

## Governing Body Review

**Ensure your Governing Body is responsive, accountable and Ofsted ready.**

As the focus on governing bodies increases, and with Ofsted referring governing bodies for external review, One Education is offering you and your Governing Body a unique opportunity to prepare and plan for success.

We will support your governing body to undertake a critical review of your key responsibilities, identify potential areas for development and support the development of plans to meet these needs. This review provides a robust impartial review to give the governing body assurance in key areas that it can use to support judgements on the governance of the school.

We will meet with your Governing Body, talk to key governors including the Chair and Chairs of Committees, review minutes and key school policies and data. Working with you and with your governing body, we will then complete a report to describe and support your pathway to becoming a high performing and stronger governing body.

This approach will ensure you are one step ahead and ready for your inspection.

Costs are available on request.

**The Governing Body review is offered in addition to the training package and will be charged for separately.**



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