

City of Bradford MDC

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Summer Term

prospectus

2016

Bradford District School Governor Service

## The School Governor Training Programme – Summer Term 2016

The School Governor Service is working with a variety of partners to ensure the effective delivery of training for governors throughout the District. Senior experienced staff from the local authority, partnerships and teaching schools will ensure that the training is relevant to the needs of governors, giving them the up to date information they need to be effective school leaders.

The description of each session within this programme includes details of the provider of that session and the type of governor at which it is aimed. This will inform governors as to the courses which are considered most relevant to those who have particular skills and areas of interest. The aim is to assist governors in building up their knowledge and skills. Governors are still encouraged to attend any course in which they are interested.



### Summer Term 2016 Governor Training Programme

‘Governors have to be perceptive people who can challenge and support the headteacher in equal measure and know when and how to do this.... They also have to understand the complexities of school organisation and be able to analyse the wealth of data that now exists on school performance....

High-quality training for all governors, but particularly the chair and vice-chair, is vital to the success of

our schools. I have, therefore, asked Her Majesty’s Inspectors, when they make a judgement on governance, to focus particularly on training and the arrangements schools are making to source expertise in this vital work.’ Sir Michael Wilshaw – November 2015.

### Training programme priorities this term include:

- Ensuring governors understand their roles and safeguarding responsibilities in relation to the Prevent initiative
- Updates on the latest information on governor roles
- Leadership training for chairs and vice chairs
- The financial and HR expertise that is needed to ensure schools are meeting all necessary standards
- Running effective meetings
- Cyber awareness and safety

The programme aims to assist governors in:

- Meeting the standards for effective leadership as identified by Ofsted
- Developing a strategic plan for the future of their school
- Understanding the processes that can be used to monitor and evaluate progress
- Acting as a critical friend in the management of the school
- Working effectively with school managers, staff, parents, the local community and wider partnerships.

It offers a wide range of opportunities intended to broaden governors’ knowledge, develop their skills and update them on any changes in their roles or in the duties placed upon schools. Governor feedback and developments in education are both used as the basis for each term’s programme. Governors from the district contribute to the programme and support our promise to provide a high quality service provided by experienced professionals to meet the needs of individual governors and governing bodies.

In addition to the printed copies this programme can also be found on the Bradford Schools Online website at <https://.bso.bradford.co.uk>

## Course start times and length

These vary so please ensure when booking that you are clear about the start time and length of the course you have chosen.

## Course venues

Courses will take place in a range of venues across the district and details of these venues are included in each course description. Confirmation letters will be sent out giving directions to the venues and there will be someone in the office available to answer any queries between 8.30am and 5.00pm Monday to Thursday and 8.30am to 4.30pm on Fridays.

## How to book a Course

You can use the booking form included in the programme to book a place on any course apart from those courses at the end of the programme in the section entitled 'Governor Training from other providers'. Alternatively you can call School Governor Service on 01274 439400 or e-mail: [school.governor@bradford.gov.uk](mailto:school.governor@bradford.gov.uk)

Please let us know if you cannot attend a course which you have previously booked. It is very disappointing for both governors and tutors when less than the expected number of governors attend, and we endeavour to avoid cancellations at all costs.

## Bespoke Courses for Individual Governing Boards or Areas

Governing boards can request bespoke courses on an individual or area basis. These can be:

- Learning Together Sessions – Tailor-made courses delivered in school or other venue at a time and date to suit you, and designed for an individual governing board or a cluster group of governing boards in a local neighbourhood. These might include, for example, governor away day facilitation or focussed skills session.
- Mini Courses - One hour on the agenda of a meeting of your governing board. Mini Courses present topical perspectives on school governance and related themes. We are happy to work with you to develop your ideas for mini courses.

For further information or to book a course contact School Governor Service on **(01274) 439400** or e-mail [school.governor@bradford.gov.uk](mailto:school.governor@bradford.gov.uk)

## New Governors

The 'Induction for New Governors' course runs several times each term in Bradford, Bingley and Keighley. School Governor Service sends a 'Welcome Pack' to all new governors, including details of the next available Induction Course. The aim is that this will be within three months of their appointment.

## Training and Support for Chairs of Governors

Being chair of governors is a key leadership role and governing boards are central to the effective accountability of schools and academies. Leading the governing board and working in partnership with the headteacher, the chair plays a pivotal role in school improvement.

The School Governor Service, with other partners, has developed a programme modelled from our own mentoring scheme for chairs of governors and the National College's 'National Leaders of Governance'. The scheme provides the offer of specially trained chairs and vice chairs of governors as 'Local Leaders of Governance' to provide agreed support to other colleagues. Please contact the School Governor Service for more information.

## Clerks to Governors

The Accredited National Training Programme for Clerks course is currently being delivered in collaboration with Carnegie Leaders in Learning. Any clerk wishing to access the training in future should contact [school.governor@bradford.gov.uk](mailto:school.governor@bradford.gov.uk) for further information about the course and its costs.

An individual induction session is available for new clerks of non-subscribing schools at a cost of £120.

There are also termly briefings open to all clerks to ensure that they are kept up-to-date with the latest developments, procedures and regulations applying to governing boards. This is free for clerks of schools which subscribe to any of our services. There is a charge for clerks from non-subscribing schools of £105.

For further information on any of the above call School Governor Service on **01274 439400**, fax **01274 320003** or e-mail [school.governor@bradford.gov.uk](mailto:school.governor@bradford.gov.uk)

# Online Professional Development for School Governors

In response to requests from governors the School Governor Service has negotiated a reduced cost for access to Modern Governor's e-learning modules which offer professional development for members of school governing boards and academy trust boards, including clerks and head teachers.

## Mobile app available for all governors

The free Modern Governor mobile app provides additional support for governors through its offline, cross-referenced glossary of educational terms and is available to governors whether or not they are subscribers. [moderngovernor.com/app](http://moderngovernor.com/app)

## Free Trial available

Modern Governor's modules are commissioned from authoritative subject matter experts across the field of school governance and a free trial of the latest modules is available at [moderngovernor.com/trial](http://moderngovernor.com/trial).

## Tracked Training

The smart learning modules adapt to fit the screen of whatever device is being used – whether an Android phone, iPad, Windows desktop or Apple laptop and progress through any of the modules is tracked, so a module can be started on a computer in an office, continued on a smartphone on the journey home and completed on a tablet in the evening. Governors can also access and download or print an NGA-badged certificate as evidence of professional development.

## Modules available

There are more than 25 Modern Governor e-learning modules available including:

Pupil Premium for Governors, Ofsted, Academy Governance, Helping Headteachers get the best out of their Governing Body, Special Educational Needs, SMSC Development and School Governors & Social Media.

In the 2015-16 school year the Modern Governor Core Skills covering 'soft' & transferable skills – personal productivity, time management & leadership development – have been added to support governors in being more effective individuals in their voluntary role, as well as at work or at home.



## Access to Modern Governor for your governing board or trust board

Schools and academies who subscribe to the School Governor Service 'Governing Schools' package can subscribe to Modern Governor at a discounted rate of £115 per governing board from April 2016 to March 2017. This includes access to the dedicated, friendly and responsive Modern Governor support desk via email or phone – during the day, evening, at weekends and Bank Holidays. Individual schools who subscribe directly do so at a rate of £349.

## Other E-Learning Available for Governors

### Safer Recruitment Online Training

The DfE no longer co-ordinates arrangements for accredited or online training, however, the requirement for at least one member of a recruitment panel to be appropriately trained in line with safeguarding guidance remains.

There is a chargeable online course available from the NSPCC. Please see [www.nspcc.org.uk/](http://www.nspcc.org.uk/) and search for Safer Recruitment in Education training for further details.

### Safeguarding Training

Governors are able to access the online Safeguarding/Child Protection Training provided by the Bradford Safeguarding Children Board. There is no charge for this training and governors can register for courses using the link below to the self-registration page.

<https://bradfordscb.safeguardingchildrenea.co.uk/>

# Courses for the Summer Term 2016 Training Programme

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## Safer Recruitment Training

Tutors: Child Protection & Bradford PACT-HR Team

Please contact School Governor Service on **01274 439400** for information on course dates and to reserve your place.

This course is aimed at governors and Bradford Council and school staff who recruit within Bradford schools and has been updated to take account of recent legislation and other changes. Dates for these sessions are arranged on a regular basis depending upon the level of need.

## Monitoring the Use and Impact of Pupil Premium

Tutors: School Governor Service

Choice of Dates and Venues:

Tuesday 26 April, 6.30 - 8.30pm  
Eastwood Primary School,  
Keighley, BD21 3JL

or

Tuesday 12 July, 6.30 - 8.30pm  
Sir Henry Mitchell House, Bradford, BD5 0QL

### Aims:

- To inform both new and experienced governors about the focus that Ofsted now place upon the use of Pupil Premium.
- To identify ways in which governors can ensure schools are using the funding to give the best outcomes possible for their children and young people.
- To clarify the statutory responsibilities of governing boards in relation to this area.

## Lessons from the School Inspection Handbook

Tutors: School Governor Service

Choice of Dates and Venues:

Wednesday 27 April, 6.30 - 8.00pm  
Eastwood Primary School,  
Keighley, BD21 3JL

or

Thursday 26 May, 6.30 - 8.00pm, Sir  
Henry Mitchell House,  
Bradford, BD5 0QL

The School Inspection Handbook is primarily a guide for inspectors on how to carry out school inspections. However, it is made available to schools, governors and other organisations to ensure that they are informed about the process and procedures of inspection.

### Aims:

This session will look in detail at the Handbook in order for governors to fully understand:

- how schools will be inspected;
- the evaluation criteria that inspectors will use;
- the kinds of evidence and activities that inspectors will use to make their judgments;
- the types of questions that may be asked of governors.

## Data Dashboard/School Performance Tables Workshop

Tutors: School Governor Service

Choice of Dates and Venues:

Thursday 28 April, 6.30 - 8.00pm  
St Peter's House,  
Bradford, BD1 4TY

or

Thursday 23 June, 6.30 - 8.00pm  
Eastwood Primary School,  
Keighley, BD21 3JL

After a general introduction you will be able to log on to your own school's information and explore the data available. This course is suitable for new governors.

### Aims:

- To inform governors about the contents of this publicly available information about their individual schools.
- To assist governors in exploring how the data can be analysed to identify expected progress, attainment and attendance and how effectively the school is closing the gap between disadvantaged and other pupils.
- To look at comparative information on results, school finances and staffing.

Places are limited so please book early to avoid disappointment.

## Induction for New Governors

Tutors: School Governor Service and colleagues from PACT-HR and School Funding Teams.

### Choice of Dates and Venues:

Tuesdays 3, 17 & 24 May, 6.30 - 8.30pm  
Sir Henry Mitchell House,  
Bradford, BD5 0QL (requires attendance at all three sessions)

or

Wednesday 11 May, 9.15am - 3.30pm  
Strong Close Nursery School,  
Keighley, BD20 5AB

or

Wednesday 8 June, 9.15am - 3.30pm  
Margaret McMillan Tower,  
Bradford, BD1 1NN

or

Thursday 30 June, 9.15am - 3.30pm  
Bingley Town Hall, Bingley BD16 2LQ

or

Tuesday 12 July, 9.15am - 3.30pm  
Margaret McMillan Tower,  
Bradford, BD1 1NN

After a general introduction you will be able to log on to your own school's information and explore the data available. This course is suitable for new governors.

### Aims:

- To assist you as a newly appointed governor (including headteachers, staff governors and associate members) in contributing effectively and quickly to support schools in raising standards.
- To provide an overview of school governance, your role as a governor, the responsibilities and expectations of you, and the ways in which you should work with the headteacher and school leadership team.
- To increase your knowledge and understanding of governors' responsibilities.
- To raise your awareness of national and local educational issues and their impact on governing boards.
- To assist you in using your new skills and knowledge for the benefit of pupils.
- To give you an opportunity to meet and exchange views with other recently appointed governors, with discussion and group work in a friendly and relaxed atmosphere.

Places are limited so please book early to avoid disappointment.

## Workshops on Topical Issues for Ofsted

Tutors: School Governor Service

### Choice of Dates and Venues:

Thursday 5 May, 6.30 - 8.45pm,  
Eastwood Primary School,  
Keighley, BD21 3JL

or

Tuesday 10 May, 6.30 - 8.45pm,  
Sir Henry Mitchell House,  
Bradford, BD5 0QL

These workshops will give governors an insight into two areas of current interest to governing boards and which have been the focus of recent attention from the DfE and Ofsted. They are suitable for both new and experienced governors.

### Aims:

- The effectiveness of the governing body - an Ofsted perspective.
- Are we a coasting school?

Each workshop will last one hour and there will be a short break between the two.

## Effective Financial Governance

Tutors: School Funding Team

### Choice of Dates and Venues:

Wednesday 4 May, 6.30 - 8.30pm  
Eastwood Primary School  
Keighley, BD21 3JL

or

Wednesday 15 June, 6.30 - 8.30pm  
Sir Henry Mitchell House,  
Bradford, BD5 0QL

### Aims:

- To explain the role of governors who serve on a finance committee (or its equivalent).
- To consider the governor's role setting the annual budget, agreeing financial priorities, medium term financial planning, monitoring expenditure against the budget, variations to spending plans including virements, financial systems and procedures, delegated authority to the head teacher, and financial benchmarking.

## British Values RErouted

Tutors: Geraldine Cooper, Diversity and Cohesion Team

Date and Venue:

Wednesday 11 May, 6.30 - 8.30pm  
Sir Henry Mitchell House, Bradford, BD5 0QL

This course explores the contribution that can be made by Religious Education (RE) and Spiritual, Moral, Social and Cultural Education (SMSC) to meeting Ofsted's new focus on British Values and preparation for life in modern Britain. It is suitable for experienced governors and those with a specific role in this area.

## Lessons from External Reviews of Governance

Tutors: Exceed in Bradford Teaching School Alliance

Choice of Dates and Venues:

Wednesday 11 May, 6.30 - 8.30pm  
Haworth Primary School,  
Keighley, BD22 8DW  
or  
Monday 16 May, 6.30 - 8.30pm  
Sir Henry Mitchell House,  
Bradford, BD5 0QL

### Aims:

- To provide an overview of common areas for development identified from conducting over 60 reviews of governance.
- To provide governors with details of practical actions they can implement to address such areas for their own governing board.
- To provide high quality resources that adds capacity to the governing board in implementing the actions.
- To share Ofsted's expectations of governing boards and how the lessons from reviews of governance can impact positively on their own inspection outcomes.
- To share how such actions and pre-inspection reviews have helped governing boards to secure positive outcomes during school Ofsted inspections.

## Developing Strategic Ways of Working – the Annual Planner

Tutors: Exceed in Bradford Teaching School Alliance

Choice of Dates and Venues:

Wednesday 18 May, 6.30 - 8.30pm  
Haworth Primary School,  
Keighley, BD22 8DW  
Or  
Wednesday 22 June, 6.30 - 8.30pm  
Sir Henry Mitchell House,  
Bradford, BD5 0QL

### Aims:

- To provide governors with a high-quality resource that enables them to ensure all governors have access to key information about their school and governing board.
- To assist governors in maintaining an overview of individual governor's skills, experience and related roles within the governing board.
- To support governors to consider how they will monitor their school through meetings of the governing board for the full academic year.
- To share how the district's schools are implementing these new ways of working.
- To outline how this resource has supported governing boards to secure positive outcomes during school Ofsted inspections.

## Religious Education and Collective Worship: Helping learners to engage with the Spiritual, Moral, Social and Cultural aspects of life

Tutors: Geraldine Cooper, Diversity and Cohesion Team

Date and Venue:

Wednesday 18 May, 6.30 - 8.30pm,  
Sir Henry Mitchell House,  
Bradford, BD5 0QL

Religious Education and Collective Worship continue to have a unique legal status in the school curriculum. As schools respond to new initiatives in education it is important that governors and senior management teams understand the contribution religious education and collective worship make to learning and to school ethos.

The course will introduce governors to the statutory framework and the ways in which governors can ensure that it has a positive impact upon their schools.

## **Safeguarding: The Governors' Role**

Tutor: Safeguarding Consultant

Date and Venue:

Thursday 19 May, 6.30 - 8.30pm  
Sir Henry Mitchell House,  
Bradford, BD5 0QL

This course is suitable for both new and experienced governors

### **Aims:**

- To enable governors to be aware of their role in monitoring the effectiveness of schools in keeping children safe from harm.
- To assist governors in understanding the different areas of concern and ensure that these are addressed effectively by the systems and practices of their school.

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## **Workshop to Raise Awareness of Prevent (WRAP)**

Tutors: Diversity and Cohesion Team

Choice of Dates and Venues:

Monday 23 May, 6.30 - 8.00pm  
Eastwood Primary School,  
Keighley, BD21 3JL

or

Thursday 16 June, 6.30 - 8.00pm  
Sir Henry Mitchell House,  
Bradford, BD5 0QL

### **Aims:**

The workshop ensures that governors have a good understanding of their roles and safeguarding responsibilities with regards to Prevent and is suitable for both new and experienced governors.

On 1 July 2015 the Prevent duty (section 26) of The Counter-Terrorism and Security Act 2015 came into force. Bradford is one of 46 priority areas under this Act and all schools including those in early years are required to have 'due regard' in the exercise of their functions, to the need to prevent people from being drawn into terrorism.

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## **Workshop on Cyber Awareness, Cyber Bullying and Safeguarding and the use of Social Media**

Tutors: PCSO Cyber Officers

Choice of Dates and Venues:

Wednesday 25 May, 6.30 - 8.30pm  
Keighley Police Station,  
Royd Ings Avenue, Keighley, BD21 4BY

or

Monday 4 July, 6.30 - 8.30pm  
Trafalgar House Police Station,  
Nelson Street, Bradford, BD5 0DX

West Yorkshire Police are offering these specifically designed workshops to improve the awareness of e-safety for all governors. This term one workshop covering all aspects of this topic is being delivered.

### **Aims:**

The course will give governors a general overview of the vast array of dangers in the virtual world and equip governors with the information they need to understand:

- the impact of cyber bullying and the laws that can be broken;
- the dangers of 'sexting' and grooming and their effect on children; and
- the potential pitfalls of misusing social media and the impact upon children's lives.

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## **Working Effectively with New Communities and Travellers**

Tutors: Stuart Brooke, Teaching and Learning Leader, New Communities and Travellers Service

Date and Venue:

Thursday 26 May, 6.30 - 8.30pm  
Eastwood Primary School,  
Keighley, BD21 3JL

This course is suitable for both new and experienced governors.

### **Aims:**

- To look at the challenges presented to schools and the support from the new virtual school.
- To explore the ways in which schools can effectively support children from the new communities.
- To look at the role governors can play in this area.

## Conducting Focused Classroom Visits

Tutors: Exceed in Bradford Teaching School Alliance

Choice of Dates and Venues:

Tuesday 7 June, 6.30 - 8.30pm  
Haworth Primary School,  
Keighley, BD22 8DW

or

Wednesday 13 July, 6.30 - 8.30pm  
Sir Henry Mitchell House,  
Bradford, BD5 0QL

This course is suitable for all governors.

### Aims:

- To clarify the purpose of conducting focused classroom visits as part of the governing board's monitoring role.
- To differentiate between a focused classroom visit and a lesson observation and why the latter is not part of the governing board's role.
- To provide governors with high quality resources for introducing a governors' classroom visits policy through consultation with leaders and staff.
- To provide governors with a virtual experience of conducting a classroom visit, identifying what they should and should not comment on.
- To explore how such visits can be recorded and reported effectively.
- To share how the district's schools are implementing these new ways of working.
- To share how such visits have helped governing boards to secure positive outcomes during school Ofsted inspections.

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## Dealing with Complaints

Tutors: School Governor Service

Date and Venue:

Tuesday 7 June, 6.30 - 8.30pm  
Sir Henry Mitchell House,  
Bradford, BD5 0QL

This course is aimed at experienced governors and chairs of governing boards.

The course will assist you in managing complaints confidently at each stage of the process within the Local Authority (LA) and School Complaints procedures and help prevent escalation. The course includes reference to your obligations under Freedom of Information and Data Protection legislation and will also assist you in the selection and presentation of information at hearings.

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## The Governors' Role in Managing School Building Work including Health and Safety

Tutors: Darren Starkey: Programme Manager and Richard Hudson: Project Manager, Education Client Services

Date and Venue:

Wednesday 8 June, 6.30 - 8.30pm  
Eastwood Primary School,  
Keighley, BD21 3JL

The workshop will include brief presentations explaining the responsibilities that need to be met when building works are planned for schools. This is aimed at experienced governors and those with particular responsibilities in this area. Time will be allowed for Q&A.

### Aims:

To help governors:

- understand the school's financial, legal and H&S obligations;
- avoid taking unnecessary risks and avoid making costly mistakes;
- understand how to fund, manage and control school building projects;
- understand the need for proper project planning to ensure all regulations are met;
- identify the right experts and professionals to support project development;
- consider how buildings can improve behaviour, attainment, achievement and enhance the school's reputation through improved facilities.

## HR Overview for Governors

Tutors: PACT-HR Team

Date and Venue:

Thursday 9 June, 6.30 - 8.00pm  
Sir Henry Mitchell House,  
Bradford, BD5 0QL

This course is aimed at new governors.

### Aims:

- To give an overview of governors' wide ranging responsibilities for HR matters which will allow a new governor to understand this role.
- To give an overview of staffing responsibilities and strategies including recruitment, managing staff absence and staff discipline for those governors for whom this is a new field of expertise.

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## Governor Forums (Formerly known as Governor Area Briefings)

Date and Venue:

Monday 13 June, 6.30 - 8.00pm  
Margaret McMillan Tower,  
Bradford, BD1 1NN

or

Tuesday 14 June, 6.30 - 8.00pm  
Eastwood Primary School,  
Keighley, BD21 3JL

### Aims:

These new style sessions give an opportunity for governors to hear the latest information on topics that they have identified as being of interest to them, to engage in detailed discussion and to share best practice.

Each governing board is asked to name two representatives to attend these meetings who will then share the information with their governing boards.

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## HR Overview for Experienced Governors

Tutors: PACT-HR Team

Choice of Dates and Venues:

Tuesday 21 June, 6.30 - 8.00pm  
Eastwood Primary School,  
Keighley, BD21 3JL

Or

Tuesday 28 June, 6.30 - 8.00pm,  
Sir Henry Mitchell House,  
Bradford, BD5 0QL

This course is aimed at experienced governors or those who are members of committees dealing with this area.

### Aims:

- To give experienced or specialist governors more in depth knowledge concerning the HR concerns affecting schools.
- To consider the use of collaborative agreements.
- To give governors updates on the latest HR initiatives and areas for concern, including effectively managing the workforce changes that many schools are considering.

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## Hearings in Schools: The Role of the Clerk and HR Advisor

Tutors: PACT-HR Team and School Governor Service

Date and Venue:

Thursday 23 June, 6.30 - 8.00pm  
Sir Henry Mitchell House,  
Bradford, BD5 0QL

An HR Business Partner will offer background, advice and scenarios regarding issues involving staff in schools and an experienced clerk will advise regarding the duties, responsibilities and actions required of clerks in all types of governors' investigations and hearings.

This course is also useful for clerks.

## **Capturing the School's Progress through Efficient and Effective Governing Board Meetings**

Tutors: Exceed in Bradford Teaching School Alliance

Choice of Dates and Venues:

Monday 27 June, 6.30 - 8.30pm  
Sir Henry Mitchell House,  
Bradford, BD5 0QL

or

Tuesday 28 June, 6.30 - 8.30pm  
Haworth Primary School,  
Keighley, BD22 8DW

### **Aims:**

- To provide governors with high-quality resources that will support their governing board in demonstrating how they support and challenge school leaders within meetings of the governing board.
- To introduce a new model for governing board meetings that adds capacity for the monitoring and evaluation of the school's progress in addressing its priorities – activity based agenda items.
- To share how the district's schools are implementing these new ways of working.
- To outline how these approaches have supported governing boards to secure positive outcomes during school Ofsted inspections.

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## **Governor Self-Evaluation and Planning – including Succession Planning**

Tutors: School Governor Service

Choice of Dates and Venues:

Wednesday 29 June, 6.30 - 8.30pm  
Sir Henry Mitchell House,  
Bradford, BD5 0QL

or

Monday 4 July, 6.30 - 8.30pm,  
Eastwood Primary School,  
Keighley, BD21 3JL

### **Aims:**

The Session will assist you in:-

- understanding effective self-evaluation for governors and governing boards.
- using those evaluations to support governor development
- planning for the future governance needs in your setting.

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## **Role of the Staff Governor**

Tutors: School Governor Service

Date and Venue:

Monday 11 July, 4.30 - 6.30pm  
Margaret McMillan Tower,  
Bradford, BD1 1NN

### **Aims:**

- To answer common questions raised by staff governors such as:- Can you take part in staff appointments? Do you have to leave the room when governors discuss pay policy? How should you respond to a complaint against a colleague or the head teacher?
- This course will assist you to recognise and deal with potential conflicts that may arise. It will help you to understand and clarify your role, examine relationships with the headteacher, colleagues, pupils and fellow governors and provide an opportunity to meet and network with other staff governors.
- Staff governors often find working alongside other members of the governing board both interesting and rewarding as they use their expertise to help the governing board fulfil its duties to all children. All staff governors and any other governor wanting to know more about the role are welcome to attend.

## The Strategic Role of the Governor

Tutors: School Governor Service

Date and Venue:

Thursday 14 July, 6.30 – 8.30pm  
Eastwood Primary School,  
Keighley, BD21 3JL

### Aims:

There is an increasing emphasis on the need for governors to think strategically. This course helps governors to explore what that means in practice. It includes consideration of the different aspects of the strategic role as identified in the latest Governors' Handbook and Ofsted Guidance.

## Governor Training from other Providers:

### Headteacher Performance Management Briefing Sessions

These essential sessions will outline the performance management process and the specific roles and responsibilities of those governors involved in the process. The sessions will include up to date advice and case study examples for governors to discuss. There will also be the opportunity for governors to ask our HR Business Partners any questions you may have in relation to this topic.

The sessions will be free to governors of schools that subscribe to the HR Advisory Service and will be run from 6.30 to 8.30pm on the following dates:

Tuesday 17 May 2016 (The location of this session will be in Keighley and will be confirmed at a later date)  
or

Tuesday 24 May 2016, Sir Henry Mitchell House, Bradford, BD5 0QL

If you would like to book a place on either of the above sessions, please contact PACT-HR on **01274 436644** or email [pact-hr@bradford.gov.uk](mailto:pact-hr@bradford.gov.uk)

### Training Provision for Governors at Church of England Schools:

The Diocesan governor induction training is free to all church schools / academies in the Diocese of West Yorkshire and the Dales but governors need to book places before the day using the contact details below.

Governor Development Day – Thursday 28 April, Hollins Hall Hotel, Shipley - Full day

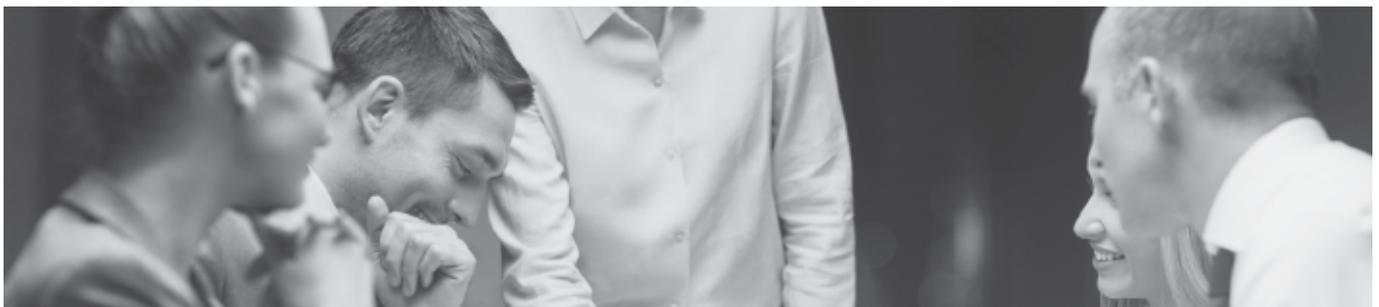
The Governor Development day will be on the 'British Values' agenda though with a distinctive church school character to it. There will be a charge for this day, with a discount for schools which subscribe to the Diocesan Service Level Agreement. Governors should contact the Education Team for further details on these or to make a booking:

Email: [info.ed@westyorkshiredales.anglican.org](mailto:info.ed@westyorkshiredales.anglican.org) or telephone **01423 817553**

### Training provision for Governors at Roman Catholic Schools:

This is available through the Diocesan Website:

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



The wording in this publication can be made available in other formats such as large print. Please call 01274 439400.