

## Governing Board Training Programme – Autumn 2020

The following training opportunities may be available virtually for your specific group subject to minimum/maximum numbers. For all enquiries, please contact the Governor Support Service at [governor.support@derbyshire.gov.uk](mailto:governor.support@derbyshire.gov.uk)

All governor training will be delivered virtually via Microsoft Teams until further notice. Sessions will be live and retain interactive activities with the opportunity to ask questions.

A link to access the session will be sent by email prior to the event, so it is important that we have an email address for each delegate rather than someone booking on their behalf. If you think you may need assistance in accessing Microsoft Teams, or help in booking your place, please email [governor.support@derbyshire.gov.uk](mailto:governor.support@derbyshire.gov.uk) and we will contact you.

This programme may be subject to change. Please refer to the version published on <http://www.services.derbyshire.gov.uk/Page/1401> for the latest information.

### Headteacher 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.

Platform	Date	Time	Cost	Code
Microsoft Teams	Wednesday 23 September	18:00 – 20:00	£80*	GOV-2009-AU01

### 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

Platform	Date	Time	Cost	Code
Microsoft Teams	Tuesday 29 September	18:00 – 20:00	£80*	GOV-2009-AU02

### Welcome to Governance (Induction session for new governors)

While training is happening virtually, the condensed 3 hour course will be presented as two modules with delegates taking part in both modules. The sessions cover the role of the governing body, governors and school improvement and how governing bodies work.

Platform	Date	Time	Cost	Code
Microsoft Teams	<b>MODULE 1</b> Wednesday 14 October	18:00 – 20:00	£120* for both	GOV-2010-AU03
Microsoft Teams	<b>MODULE 2</b> Wednesday 21 October	18:00 – 20:00		

## 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 Numbers
- Sources of Income
- Budget Planning and Preparation
- School Financial Value Standard (SFVS)
- Budget Monitoring
- Virements and Transfers
- Detail Codes
- Annex 1 and 5

Platform	Date	Time	Cost	Code
Microsoft Teams	Monday 19 October	18:00 – 20:00	£80*	GOV-2010-AU04

## Monitoring & Evaluation

The aim of this session:

- To understand the governors' role in monitoring and evaluation including Ofsted expectations.
- To appreciate how governors can play an active part in monitoring the work of the school including visiting the school and classrooms
- To consider priorities at your school for monitoring and evaluation

Platform	Date	Time	Cost	Code
Microsoft Teams	Tuesday 10 November	18:00 – 20:00	£80*	GOV-2011-AU05

## Roles and Responsibilities

By the end of this session, governors will have awareness of:

- The three core strategic functions of the governing board
- The main purpose of the governing board
- The powers and duties of the governing board

Platform	Date	Time	Cost	Code
Microsoft Teams	Thursday 26 November	18:00 – 20:00	£80*	GOV-2011-AU06

**\* 10% discount for schools subscribing to the Education Improvement Service Core package.  
This includes all Derbyshire maintained schools.**

**\*\* For schools / academies not subscribing to the Education Improvement Service Core package, a cost of £90 will be charged.**

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](mailto:jayne.wallhead@derbyshire.gov.uk) or telephone 01629 538826

**For Safeguarding training requests, please contact:**

[cathy.barrass@derbyshire.gov.uk](mailto: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 delegate due to participate in 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, no fee will be charged. **If the course is not cancelled and a registered delegate is not present, 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 participate in 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.

**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 for anyone wishing to participate in our training. Please contact the Governor Support Office regarding any special requirements you may have.

### **Course Evaluation**

Each course will include an evaluation form for your feedback so that we can shape courses more closely to your needs.