

# Governor Training Programme 2021-22

**OneEducation**  
Putting children first



## Foreword

### One Education Governor Training and CPD

One Education Governor Support has developed a programme of training, networks and CPD to meet the growing expectations on governors and trustees to effectively fulfil their role. This brochure provides the details of the training on offer, and the timetable of this training for the year.

The training has been developed by subject and governance experts to include sessions addressing the key functions of governing boards, topical issues and a broader insight into roles and responsibilities. The programme has been linked to the specific requirements of governing boards across the academic year.

Attendees will receive training certificates, which can be used to evidence governor self-development.

The programme will be delivered virtually, but with plenty of opportunities for interaction, and participants will sign in to view and participate in sessions. Governors will need to register for each session and all bookings should be made via:

**Email: [events@oneeducation.co.uk](mailto:events@oneeducation.co.uk)**

**Telephone: 0161 276 0160**

If you are not able to attend the session, each will be available to view via a link for 4 weeks after the event, which can be accessed by contacting the above email and/or telephone number.

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# Autumn Term 2021

## GOV 01: Headteacher performance management and staff appraisal

New national standards for headteachers were introduced in October 2020. They outline the ethics and professional conduct expected of headteachers as well as 10 headteacher standards which build on the teachers' standards. This briefing will update governors on these new standards and how these might be used to set performance targets for heads. It will also look at the responsibilities which governors have for staff appraisal.

Last year saw further major disruption to schools as a result of Covid-19 and so this session will also provide practical advice and guidance to governors and trustees on carrying out performance management and staff appraisal.

Date	16 September 2021
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Time	6.00pm - 8.00pm
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## GOV 02: NEW Governor engagement with stakeholders

The NGA and many other governance bodies are pressing for the inclusion of 'listening to stakeholder voice' as the fourth core function of governance, to reinforce the increased focus by the DfE on stakeholder engagement and involvement - including as set out in the DfE Governance Handbook.

This session will increase governor's knowledge of their roles and responsibilities concerning securing and responding to the voice of pupils, staff, parents/carers and the wider school community and provide some practical tips on engagement techniques and tools - from surveys to talking walls!

Date	21 September 2021
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Time	6.00pm - 8.00pm
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## GOV 03: Chairs Network - Autumn

The Chairs network is a termly meeting which includes a briefing on the latest developments in governance, best practice and policy updates from the DfE. The meetings also give Chairs the opportunity to network and share experiences with other Chairs.

The meetings are open to all Chairs of Governors and of Committees and to those governors aspiring to become a Chair.

Date	27 September 2021
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Time	6.00pm - 8.00pm
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## GOV 04: Meeting the needs of vulnerable children including SEND and Pupil Premium

How can governors effectively identify, and ensure that the needs of vulnerable children are being met? What does high quality of education for vulnerable children look like?

This session confirms governor responsibilities and explores best practice to provide some practical guidance to help governors to deliver effective oversight of the quality of education for vulnerable children. Coverage will cover the setting of appropriate strategic priorities and monitoring and assessing impact across a range of focussed interventions and techniques aimed at supporting access to the curriculum.

Date	6 October 2021
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Time	6.00pm - 8.00pm
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## GOV 05: NEW Developments in teaching and learning and the effective use of data

This session looks at some of the recent developments in teaching and learning which are taking place in our schools. It will provide an introduction to cognition, self-regulation and how teachers' understanding of these can impact positively on pupil outcomes. The recent changes in the Early Years framework will also be covered.

This training will give an insight into how governors can use the data to review pupil and school performance. It will help governors develop the understanding and skills needed to review and challenge data, to set targets and to support and challenge school leaders in order to maximise pupil progress.

Date	14 October 2021
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Time	6.00pm - 8.00pm
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## GOV 06: NEW Risk and internal scrutiny

Different words – same principles?

Arguably, governance has always been concerned with identifying risks and challenges, the delivery of scrutiny and challenge through review of a range of reporting including in-house and external quality assurance. There is undoubtedly an increased focus from the DfE and, for academies from the ESFA, to evidence governor focus on risk (assessment and management) including through establishing a programme for independent scrutiny of school activities.

This session aims to support an increased understanding of governance roles and responsibilities relative to risk and internal scrutiny and aims to be as useful to maintained school colleagues as it is intended to be for governors (including trustees) from academies.

Date	18 October 2021
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Time	6.00pm - 8.00pm
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## GOV 07: Governor panels - your responsibilities

A governance board may establish a range of ad-hoc committees to discharge its functions - including oversight of complaints, staffing matters and pupil exclusions.

This session will support increased understanding of remit and responsibilities across a range of common panels and support development of generic key skills for panel chairs and members.

Date	4 November 2021
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Time	6.00pm - 8.00pm
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## GOV 08: Being an effective link governor and governor visits

Governors visits to school as a Link Governor or as part of a governor working group are essential to secure good knowledge of the school and play an important role in the delivery of effective governance monitoring.

This session provides guidance on best practice to maximise impact from a governor visit.

Coverage includes:

- Understanding your remit as a Link Governor / as a Governor Working Group member and the contribution of these activities to effective governance monitoring
- Planning for a governance visit
- Some 'top tips' for effective visits
- Reporting back to the governance board

Date	17 November 2021
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Time	6.00pm - 8.00pm
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## GOV 09: The safeguarding role and responsibilities of governors

This training will ensure that as a Governor you have the insight and knowledge to be able to support your school in fulfilling its Safeguarding responsibilities. Ensuring that you have an oversight of key legislation and guidance such as Keeping Children Safe in Education.

It will ensure that governors are clear about what constitutes safeguarding; what the role of their Designated Safeguarding Lead should be; what issues their school may be dealing with; and what their role is in terms of holding the school to account.

Date	23 November 2021
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Time	6.00pm - 8.00pm
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## GOV 10: New governor induction (part 1)

Becoming a governor can be a daunting experience. This training is designed to meet the needs of new governors and uses the DfE Governance Competency Framework as the basis for new governors to understand the expectations of their role and statutory responsibilities. It focuses on the key pieces of information and frameworks to enable new governors to contribute and challenge in the most effective way.

The course offers opportunities for discussion and practical exercises to help develop participants' understanding of governance. It will be delivered through a mix of individual learning challenges and two interactive sessions.

This is part one of a two-part session.

Date	1 Decemebr 2021
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Time	6.00pm - 8.30pm
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## GOV 11: New governor induction (part 2)

This is part two of the induction session.

Date	8 Decemebr 2021
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Time	6.00pm - 8.30pm
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# Spring Term 2022

## GOV 12: Chairs network - Spring

The Chairs network is a termly meeting which includes a briefing on the latest developments in governance, best practice and policy updates from the DfE. The meetings also give Chairs the opportunity to network and share experiences with other Chairs.

The meetings are open to all Chairs of Governors and of Committees and to those governors aspiring to become a Chair.

Date	11 January 2022
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Time	6.00pm - 8.00pm
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## GOV 13: Exclusions and monitoring pupil behaviour to reduce exclusions

Governors and trustees play a key role in monitoring behaviour and pupil exclusions.

This session will provide the legal context, as well as reviewing the processes in place, governors' roles in them and the expectations of governors' panels.

Date	17 January 2022
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Time	6.00pm - 8.00pm
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## GOV 14: Ofsted training

In light of Covid 19, there have been some changes to how Ofsted is carrying out inspections. This training looks at the implications of those changes for schools and for governors.

The training looks at how governors can prepare for inspections as well as exploring the questions they may be asked.

Date	27 January 2022
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Time	6.00pm - 8.00pm
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## GOV 15: New governor induction (part 1)

Becoming a governor can be a daunting experience. This training is designed to meet the needs of new governors and uses the DfE Governance Competency Framework as the basis for new governors to understand the expectations of their role and statutory responsibilities. It focuses on the key pieces of information and frameworks to enable new governors to contribute and challenge in the most effective way.

The course offers opportunities for discussion and practical exercises to help develop participants' understanding of governance. It will be delivered through a mix of individual learning challenges and two interactive sessions.

This is part one of a two-part session.

Date	1 February 2022
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Time	6.00pm - 8.30pm
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## GOV 16: New governor induction (part 2)

This is part two of the induction session.

Date	8 February 2022
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Time	6.00pm - 8.30pm
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## GOV 17: School finance

One of the three core functions for a Governing Body is ensuring the sound, proper and effective use of the school's financial resources.

This training provides an introduction to school funding, describing formula funding and discussing finance governors' role in the budget planning process and financial management of schools.

Date	17 February 2022
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Time	6.00pm - 8.00pm
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## GOV 18: How to hold school leaders to account through effective challenge

A key element of the role of a governing body is to hold school leaders to account for the performance of pupils. This training will explore what this means in practice and will provide support to governors to ensure that they carry out this role effectively.

The training will explore those aspects of the school's performance which governors should be challenging and how they can provide this challenge in a supportive and positive way to ensure outstanding outcomes for pupils.

Date	1 March 2022
Time	6.00pm - 8.00pm

## GOV 19: NEW Academisation and academy governance

Explore the differences in governance of academies and maintained schools – including across the 'musts' and the 'shoulds' of the ESFA Academies Handbook.

How is an academy trust set up? Funded? Different from a maintained school? How does governance operate in an academy trust? This briefing session aims to answer these and many more of your specific questions.

Useful for governors from maintained schools who may be starting to gather information on possible academy conversion, as well as for newly appointed academy governors – whatever their prior experience of governance.

Date	9 March 2022
Time	6.00pm - 8.00pm

## GOV 20: Wellbeing

Research has shown that the wellbeing of staff has a direct impact on pupil well-being and outcomes. We now know that the extent to which schools take care of staff wellbeing is a key factor in recruiting and keeping staff.

This training will look at the legal requirements under employment laws relating to staff wellbeing and will explore the role that governors can play in promoting staff's wellbeing in their schools.

Date	15 March 2022
Time	6.00pm - 8.00pm

## GOV 21: NEW Evidencing compliance with legal responsibilities including for HR and health & safety matters

How do governors effectively deliver and evidence oversight of school's legal responsibilities for staffing, premises and other matters?

This session focusses on governors' role in monitoring and evidencing compliance with legal responsibilities for HR, health and safety and other matters - through oversight of a range of school processes, systems and documents.

Date	23 March 2022
Time	6.00pm - 8.00pm

## GOV 22: NEW New to Chairing and leading effective teams

Aimed at aspiring and new chairs of governing boards and their committees / sub-committees, this session provides practical tips, information, and guidance to help you to improve your effectiveness and impact in the chair.

Content includes the generic role remit for a Chair, agenda setting and protocol and practice in running effective meetings.

Date	30 March 2022
Time	6.00pm - 8.00pm

# Summer Term 2022

## GOV 23: Chairs network - Summer

The Chairs network is a termly meeting which includes a briefing on the latest developments in governance, best practice and policy updates from the DfE. The meetings also give Chairs the opportunity to network and share experiences with other Chairs.

The meetings are open to all Chairs of Governors and of Committees and to those governors aspiring to become a Chair.

Date	27 April 2022
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Time	6.00pm - 8.00pm
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## GOV 24: New governor induction (part 1)

Becoming a governor can be a daunting experience. This training is designed to meet the needs of new governors and uses the DfE Governance Competency Framework as the basis for new governors to understand the expectations of their role and statutory responsibilities. It focuses on the key pieces of information and frameworks to enable new governors to contribute and challenge in the most effective way.

The course offers opportunities for discussion and practical exercises to help develop participants' understanding of governance. It will be delivered through a mix of individual learning challenges and two interactive sessions.

This is part one of a two-part session.

Date	5 May 2022
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Time	6.00pm - 8.30pm
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## GOV 25: New governor induction (part 2)

This is part two of the induction session.

Date	12 May 2022
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Time	6.00pm - 8.30pm
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## GOV 26: NEW The role of governors in monitoring, reviewing and evaluating the quality of education, behaviour and attitudes and personal development of pupils in their schools.

This training will look at how governors can monitor, review and evaluate the quality of education, behaviour and attitudes and personal development of pupils in their schools by exploring the descriptors for good and outstanding practice.

The session will review and explore some of the activities and evidence which governors need to be able to make accurate judgements.

Date	17 May 2022
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Time	6.00pm - 8.00pm
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## GOV 27: NEW Safeguarding lessons learnt and the single central record

This session provides insights into lessons that have been learned from reviews of safeguarding issues and school's single central records.

Date	25 May 2022
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Time	6.00pm - 8.00pm
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## GOV 28: NEW Trustees' legal responsibilities

This one-hour briefing session for academy Trustees summarises trustee's legal responsibilities across the full range of governance functions.

Attendance will provide evidence of compliance in line with ESFA requirements.

Date	8 June 2022
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Time	6.00pm - 7.00pm
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## **GOV 29: NEW** Creating and monitoring your vision and supporting effective change management

This session focusses on guidance in the document 'Being Strategic: Improving governance and outcomes for pupils in schools and academy trusts' (NGA / ASCL / NAHT - October 2020) and other tools - to support:

- The establishment of school / trust vision
- Strategic planning to map a delivery framework including change management activities
- The establishment of a plan for governing board review and monitoring of delivery of vision

Highly recommended for governors from boards who are looking to review their vision, values, mission and ethos. Useful for all governors to support increased focus on establishing a monitoring framework to evidence impact of a range of activities to supporting delivery of school / trust vision.

Date	22 June 2022
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Time	6.00pm - 8.00pm
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## **GOV 30: Strategic planning and governor self-evaluation**

This session will take governors through their roles in the school planning, monitoring and review cycle and identify the support and challenge that they can provide to school leaders.

This session will also provide practical tools for governors to enable them to reflect on their own impact and effectiveness and identify their own areas for development. The session will use the governors' competency framework to identify the essential skills and knowledge required by governors.

Date	6 July 2022
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Time	6.00pm - 8.00pm
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