



**Governor Training Programme
2020/2021**

Event	Details	Timescale	Led by
Effective Governance in Lighthouse Schools Partnership (recommended especially for new governors)	Overview of the role of school governors. Exploring how governors work with headteachers. Tips for making a positive difference	30 September 2020 (11:00) and 1 October 2020 (19:00) Term 4 3 March 2021 (11:00) and 4 March 2021 (19:00) Term 6 7 July 2021 (11:00) and 8 July 2021 (19:00)	Adele Haysom, Chair of the Trust Board, & Gary Lewis, CEO
Business Continuity and Risk Assessment	Assessing and recording risks: why, how and where? Acting on risks - mitigation and review Planning ahead of problems	Term 1 - postponed to Term 3 12 January 3.30-5.30pm & 20 January 3.30-5.30pm for staff 20 January 6.00-8.00pm for Governors and Trustees Via Microsoft Teams	Louise Malik - Chief Financial and Operating Officer & iWest
Headteacher & Staff Wellbeing	Governors responsibilities for staff wellbeing, practical suggestions and guidance and signposting to a national set of materials to support all staff in schools	Term 1	Discussion at CDG meetings Oct 2020

Role of the Safeguarding Governor	Enhanced training for named governors <ul style="list-style-type: none"> • Training to shadow the level of the DSL 	Term 1 - postponed to Term 3	Martin Sills - Assistant Headteacher and DSL at Backwell School
Role of the link governor	Being the link or rep for an area of work <ul style="list-style-type: none"> • 'Checking in and checking on' • Meetings with school staff • Effective reporting back to the whole LGB • Communicating with the chair and clerk 	Term 2	Adele Haysom & Governors from a school
Financial Reporting for Governors	A governor's eye view of school finances. <ul style="list-style-type: none"> • Key reports • The financial year and monitoring points • The questions governors should be asking about current and future spending 	Terms 2,4 & 6 - once in each Hub	Louise Malik - Chief Financial and Operating Officer Brian Wibberley - Trustee and former LGB Chair and Member of Finance Committee
New to the Chair	Support group of new and more experienced chairs <ul style="list-style-type: none"> • Tips for being an effective in the chair • Ensuring clarity of vision, ethos and strategic direction 	Term 2 - new CoGs contacted individually 08 January 2021 Via Microsoft Teams	Adele Haysom, Chair of Trust Board and Experienced Chair
Health & Safety training for governors	Role of H&S governor <ul style="list-style-type: none"> • The Every Compliance dashboard • Legal responsibilities 	Term 2 postponed to Term 4 2 March 6.00 to 8.00pm Via Microsoft Teams	Louise Malik and Mark Farley/Delegated Services
Role of SENCO Governor	Relationship with SENCO, roles and responsibilities of the SENCO and SEN Governor (SEND governor and SENCo to attend)	Term 2 - 2 sessions 30 November 2020 and 25 January 2021 6.00pm Via Microsoft Teams	Sue Ivermee and Brian Wibberley (Trustee with responsibility for SEND)
Managing Panel Hearings Effectively	<ul style="list-style-type: none"> • Administrative support • Role of panel members • Importance of policies and procedures 	Term 3 12 January 2021 6.00pm Via Microsoft Teams	Browne Jacobson

	<ul style="list-style-type: none"> • Format of the meeting to include setting the scene, pre reading, setting the room up, introducing panel to employee/parent • Managing the meeting to include keeping the meeting on track, being in charge of the meeting, keeping the meeting relevant to the allegations/issues only, knowing when to call discussion to a halt and managing the employee/parent and their representative • Sticking to the facts to include focusing on policies rather than feelings • Setting precedents - considering what the decision could mean for the future • Managing difficult individuals/situations • Checklist for panels when coming to decisions • Case study examples - what would you do scenarios 		
Revised Ofsted Framework - after the pandemic	<p>The content of this training will be focus on the resumption of inspections by Ofsted from January 2021. Content to include:</p> <ul style="list-style-type: none"> • Update on the Framework introduced in 2019 • Ofsted's focus on school governance • Evidencing how governors hold leaders to account • Preparing for inspection 	Term 3	Gary Lewis & Sue Ivermee Governors from schools
Strategic Planning	<p>Ensuring clarity of vision, ethos and strategic direction</p> <ul style="list-style-type: none"> • Running a Governor conference/away day • First ideas to sharply defined vision • Vision to Strategic Plan 	Term 3 - February 2021	Adele Haysom & Gary Lewis (to include CoG from a school and primary headteachers)
Relationships, Sex and Health Education and responsibility for staff well being	<p>Statutory curriculum on relationships, sex and mental health for pupils and governors' responsibility to ensure curriculum delivery is as good as it needs to be</p>	Term 3 (must be implemented by Term 5)	Bristol TSA (lead Hub for the area)

			Supported by Sue Ivermee through a co-delivery model
Governors' responsibilities to and for staff	Governance of HR <ul style="list-style-type: none"> • Creating a healthy employer culture • Reports from the Civica HR system • Questions for the headteacher and SBM 	Term 4	Tania Newman - Trust Head of HR & Gary Lewis CEO
Foundation Governor training	Led by Diocese - possible Saturday training in LSP venue	Term 5	Diocese - David Williams, Bath & Wells Diocese