

Here is the **Summer Term Governor Services training programme**.

Course	Date and Time	Course Information
<b>Holding the School to Account</b>  <a href="#">GovernorHub</a>	<b>Tue 14 Apr</b> <b>19:00-20:00</b>	<p>One of the core functions of governance is to hold the headteacher to account for the quality of educational in the school. Some governors may find this function difficult, particularly when the board also has a supportive role. This course is designed to provide some time to consider the issues around this and to better understand the board's role.</p> <p>This training will look at:</p> <ul style="list-style-type: none"> <li>• The board's role: providing challenge and support</li> <li>• Monitoring key performance indicators: what and how?</li> <li>• Asking the right questions</li> <li>• Understanding the impact of the board.</li> </ul>
<b>Governor Monitoring</b>  <a href="#">GovernorHub</a>	<b>Wed 15 Apr</b> <b>19:00-20:15</b>	<p>Monitoring is an important aspect of the board's work, and this course will consider:</p> <ul style="list-style-type: none"> <li>• The purpose of monitoring in the work of the board</li> <li>• The range and usefulness of monitoring evidence available to boards</li> <li>• The need for a planned, strategic approach to governor monitoring.</li> </ul>
<b>FREE Governor Briefing 4</b>  <a href="#">GovernorHub</a>	<b>Mon 20 Apr</b> <b>18:00-19:00</b>	<p>The Governor Services' briefings are for all governors. Topics will be governor specific and there will be input from other teams and services who support our schools. This hour-long session is free to attend but please do register so that you can be provided with the Teams link.</p>
<b>FREE Safeguarding Children Level 2</b>  <a href="#">GovernorHub</a>	<b>Tue 21 Apr</b> <b>18:30-20:30</b>	<p>This course, delivered by the Education Safeguarding Advisory Team, provides governors with an explanation of their safeguarding duties, summarises the latest statutory requirements and supports the promotion and monitoring of safeguarding in schools.</p> <p><i>This is a <b>Level 2 Safeguarding course</b>- recommended for all board members. It should be updated at least every three years.</i></p>
<b>The Complaints Process</b>  <a href="#">GovernorHub</a>	<b>Thu 23 Apr</b> <b>19:00-20:30</b>	<p>Having governors on a board with an awareness of the complaints policy can ensure the process is as compliant and straight forward as possible. This course looks at the statutory responsibilities and best practice around complaints, aiming to improve governor confidence and effectiveness when dealing with complaints in school.</p> <p><i>There is a follow-on course: <b>Practical Complaints</b>.</i></p>
<b>Induction Part 1</b>  <a href="#">GovernorHub</a>	<b>Sat 25 Apr</b> <b>09:30-11:00</b>	<p>This course is essential for all new governors and is also a great refresher course for those who have been involved in governance for longer. <i>To complete the induction training, Part 1 and Part 2 must be completed.</i></p> <p>Among other things, this course will add to your knowledge and confidence about:</p> <ul style="list-style-type: none"> <li>• The types of school you may govern</li> <li>• The types of governors on your board</li> <li>• Who sits around your board table</li> <li>• How governance works in practice.</li> </ul>

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<b>Governors and the Allegation Management Process</b>  <a href="#">GovernorHub</a>	<b>Mon 27 Apr</b> <b>19:00-20:30</b>	<p>This briefing session is recommended for all governors and trustees but is especially relevant for chairs of the board.</p> <p>The aims of the session are to:</p> <ul style="list-style-type: none"> <li>• understand the allegations management process</li> <li>• upskill individuals in leading an investigatory process when allegations are made</li> </ul> <p>It will cover:</p> <ul style="list-style-type: none"> <li>• The threshold for allegations, including transferable risks</li> <li>• The expectations that are on the Chair to recognise and respond to allegations made against headteachers and other staff</li> </ul>
<b>FREE Affordable Schools: a strategic look at school finances for maintained schools</b>  <a href="#">GovernorHub</a>	<b>Wed 29 Apr</b> <b>19:00-20:30</b>	<p>More and more schools are finding balancing school budgets increasingly challenging, and governors have a strategic role in ensuring that school finances are managed effectively and are providing value for money. This course is designed to provide maintained governors with the knowledge and skills to:</p> <ul style="list-style-type: none"> <li>• Understand how your school is funded and how this funding is allocated within the school budget</li> <li>• Have a greater understanding of the financial pressures that your school could be facing.</li> <li>• Work with the headteacher and senior leadership team to find solutions to these issues.</li> </ul> <p>There will be opportunities for questions and discussion throughout the session.</p>
<b>FREE Early Reading and Phonics for Governors</b> <a href="#">GovernorHub</a>	<b>Wed 06 May</b> <b>19:00-20:00</b>	<p>How does your school prioritise early literacy and phonics? And how is it monitored in your school so the board understands the impact on children?</p> <p>This briefing session will support you as governors in knowing what to look for and the right questions to ask during your monitoring visits and board meetings.</p>
<b>Induction Part 2</b>  <a href="#">GovernorHub</a>	<b>Sat 09 May</b> <b>09:30-11:00</b>	<p>This course is essential for all new governors and is also a great refresher course for those who have been involved in governance for longer. <i>To complete the training, Induction A and Induction B must be completed.</i> Among other things, this course will add to your knowledge and confidence about:</p> <ul style="list-style-type: none"> <li>• The purpose of the board</li> <li>• The core functions of the board</li> <li>• Working strategically</li> <li>• The school improvement cycle.</li> </ul>
<b>The Safeguarding Lead Governor Level 3</b>  <a href="#">GovernorHub</a>	<b>Thu 14 May</b> <b>18:30-20:30</b>	<p>The safeguarding governor needs to have a good awareness of the safeguarding systems in school and in the wider community if they are to monitor this area effectively for the board.</p> <p>This training session, delivered by the Education Safeguarding Advisory team, will consider:</p> <ul style="list-style-type: none"> <li>• The role of the Designated Safeguarding Lead (DSL) in school</li> <li>• The LADO process</li> <li>• School record keeping and chronologies</li> <li>• Referral processes: what happens next?</li> <li>• The governor role</li> <li>• Current Oxfordshire safeguarding topics</li> </ul> <p><i>This is a Level 3 Safeguarding course- recommended for the safeguarding governor and other governors interested in this role. It should be updated at least every two years.</i></p>

Course	Date and Time	Course Information
<b>Early Years Finance</b>  <a href="#">GovernorHub</a>	<b>Mon 18 May</b> <b>19:00-20:00</b>	<p>This session will:</p> <ul style="list-style-type: none"> <li>• Introduce governors to Early Years (EY) finance and develop their understanding of EY funding</li> <li>• Cover sources of funding and what influences it</li> <li>• Consider the role of governors in the effective allocation and use of funding.</li> </ul> <p><i>This session is aimed at governors of maintained nursery and primary schools.</i></p>
<b>Successful Chairing</b>  <a href="#">GovernorHub</a>	<b>Tue 19 May</b> <b>19:00-20:30</b>	<p>This course looks at the role of the chair in leading an effective board. It focuses on practical advice, developing good relationships, communication, and effective organisational processes to ensure the whole board is able to contribute to the success of the school.</p> <p><i>This course is also useful for those who chair committees or who are interested in a chairing role in school governance.</i></p>
<b>FREE</b> <b>The role of the Special Educational Needs and Disabilities (SEND) Lead Governor</b>  <a href="#">GovernorHub</a>	<b>Wed 20 May</b> <b>19:00-20:30</b>	<p>This course, delivered by the Oxfordshire School Inclusion Team (OXSiT), is relevant for all SEND governors new to the role or wanting a refresher course.</p> <p>It will cover:</p> <ul style="list-style-type: none"> <li>• The legal requirements around SEND provision</li> <li>• The role of the SEN coordinator (SENCO)</li> <li>• Monitoring and evaluating SEN practice as governors</li> </ul> <p>The inclusive curriculum</p>
<b>Safer Recruitment</b>  <a href="#">GovernorHub</a>	<b>Wed 03 Jun</b> <b>18:00-21:00</b>	<p>This course provides training for governors if they wish to be involved in school recruitment or want to know more about recruiting in terms of the safeguarding of children.</p> <p>It covers all aspects of the recruitment process and is run by the Education Safeguarding Advisory Team. Due to the nature of this course, it contains upsetting information and firmly places safer recruitment in the context of the safeguarding of children.</p> <p><i>The training is valid for <b>five years</b> from completion and attendees <b>must join the training promptly</b>. Attendees will be asked to <b>complete a brief assessment</b> after the session to receive the certificate.</i></p>
<b>Induction Part 1</b>  <a href="#">GovernorHub</a>	<b>Thu 04 Jun</b> <b>19:00-20:30</b>	<p>This course is essential for all new governors and is also a great refresher course for those who have been involved in governance for longer.</p> <p><i>To complete the induction training, Part 1 and Part 2 must be completed.</i></p> <p>Among other things, this course will add to your knowledge and confidence about:</p> <ul style="list-style-type: none"> <li>• The types of school you may govern</li> <li>• The types of governors on your board</li> <li>• Who sits around your board table</li> </ul> <p>How governance works in practice.</p>
<b>Finance: budget construction and monitoring</b>  <a href="#">GovernorHub</a>	<b>Mon 08 Jun</b> <b>19:00-20:30</b>	<p>This course will provide you with a sound introduction to school finances and budgeting including information about:</p> <ul style="list-style-type: none"> <li>• Funding streams</li> <li>• Essential considerations when planning the budget</li> <li>• Benchmarking sources</li> <li>• Monitoring</li> <li>• The evaluation of spending to ensure pupil impact and value for money.</li> </ul>

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<b>Early Years Governance</b>  <a href="#">GovernorHub</a>	<b>Tue 09 Jun</b> <b>19:00-20:30</b>	This training, delivered by the Early Years Team, will highlight the distinct nature of this important part of our schools, and will look at: <ul style="list-style-type: none"> <li>• The characteristics of effective teaching and learning in the early years</li> <li>• Areas of learning and development and their assessment</li> <li>• What good practice looks like in nursery and reception classes</li> <li>• The governors' role.</li> </ul>
<b>Sustainability Governance</b>  <a href="#">GovernorHub</a>	<b>Thu 11 Jun</b> <b>19:00-20:00</b>	This briefing will highlight your responsibilities based on the DfE's <i>Sustainability and Climate Strategy</i> . It will cover: <ul style="list-style-type: none"> <li>• The school's sustainability responsibilities</li> <li>• The role of the board</li> <li>• Practical steps you can take to support your school.</li> </ul>
<b>Preparing for Ofsted</b>  <a href="#">GovernorHub</a>	<b>Mon 15 Jun</b> <b>19:00-20:30</b>	This course provides an overview of the renewed Ofsted Education Inspection Framework. It aims to familiarise governors with the implications of inspection for the school as a whole, and specifically for the board as part of the school's leadership and governance.
<b>Induction Part 2</b>  <a href="#">GovernorHub</a>	<b>Thu 18 Jun</b> <b>19:00-20:30</b>	This course is essential for all new governors and is also a great refresher course for those who have been involved in governance for longer. <i>To complete the training, Induction A and Induction B must be completed.</i> Among other things, this course will add to your knowledge and confidence about: <ul style="list-style-type: none"> <li>• The purpose of the board</li> <li>• The core functions of the board</li> <li>• Working strategically</li> <li>• The school improvement cycle.</li> </ul>
<b>The Appraisal Process</b>  <a href="#">GovernorHub</a>	<b>Tue 23 Jun</b> <b>19:00-20:30</b>	Governors will consider the importance of the annual performance management process for teachers and headteachers as a lever for improving the quality of education in schools. This session will consider the responsibilities of: <ul style="list-style-type: none"> <li>• The board as a whole</li> <li>• The Appraisal panel or subgroup</li> </ul> It will also consider some of the practical aspects of the headteacher appraisal process.  <i>This course is recommended for all governors involved in appraisal of the headteacher or executive leader.</i>
<b>Practical Complaints</b>  <a href="#">GovernorHub</a>	<b>Thu 25 Jun</b> <b>18:30-20:30</b>	In this <b>practical session</b> , governors will have the opportunity to consider a complaint through Stage 2 of the complaints process. As a 'panel', you will consider the available evidence, the school's policies and Department for Education guidance in a safe environment, asking questions and discussing the process at each step.  <i>Governors should have completed <b>The Complaints Process</b> training before joining this session or have a good understanding of the DfE model procedures and guidance. Meeting rooms will be used during this session.</i>
<b>FREE Governor Briefing 5</b>  <a href="#">GovernorHub</a>	<b>Tue 30 Jun</b> <b>18:00-19:00</b>	The Governor Services' briefings are for all governors. Topics will be governor specific and there will be input from other teams and services who support our schools. This hour-long session is free to attend but please do register so that you can be provided with the Teams link.