

Schools and academies training directory

January 2021 to July 2021

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Coronavirus

To support our trainers, delegates and venues with managing the risk and spread of COVID-19, if any of the statements below apply to you:

- You are experiencing symptoms of the virus
- You have been abroad and must quarantine or feel you have been put at risk and should self-isolate.
- You are required to care for or isolate with someone in your family who has virus symptoms
- You are required to care for someone in your family because their usual care provision has been disrupted due to the virus, i.e. school or facility closure

Then

1. Notify your school / setting / governing board immediately, if this has not already been done
2. Contact the training team on 01905 844 420 or email WorkforceSupport@worcschildrenfirst.org.uk where we will organise a transfer to another course.

Service delivery COVID-19 statement

Our priority is to continue to deliver high quality educational support to schools and settings, whilst maintaining focus on the health, safety and wellbeing of our employees and colleagues.

We are working in partnership with the local authority, monitoring the spread of COVID-19 and government guidelines in order to react to the dynamically changing situation and adapt our measures accordingly.

Our venues and method of delivery have been carefully considered with your safety in mind. We are only using venues that can comply with appropriate social distancing requirements and safely operate with suitable measures in place, to ensure the health and wellbeing of our staff and delegates.

Delegates attending events in-person are encouraged to wear masks. Hand sanitizer and/or hand washing facilities will be available; however, delegates are welcome to bring their own hand sanitizer.

Early Years training

We have a range of early years training suitable for those working in nurseries or pre-schools either privately / voluntary / independently ran or school ran. This training is delivered by our early years improvement advisers, inclusion team, business support and nursery education funding team. This training can be found in the [Early Years training directory \(opens in new window\)](#)

Our early years training for those working in Reception and / or school ran nurseries is currently being organised and will be available in this document.

Governors training

We offer a range of training to suit chairs, clerks and governors in their roles. The [governor services training directory is available on our website \(opens in new window\)](#). Delegates will need to ask their clerk to make the booking on their behalf via [CPD \(opens in new window\)](#). If you wish to discuss the governor services SLA, then please contact the team on 01905 846 400 or email governorservices@worcschildrenfirst.org.uk

Educational Psychology training

Anxiety and Emotionally Based School Avoidance: Meeting the Needs of Anxious Pupils in our Schools training

The Educational Psychology team has secured funding from the NHS to deliver the Anxiety and Emotionally based school avoidance training free to all schools in the county.

The aims are:

- Increase our awareness and understanding of anxiety including gaining information from individual pupils about their unique experiences
- Develop understanding of evidence-based approaches which schools can use to help children to reduce pupil anxiety
- To understand Emotionally Based School Avoidance (EBSA) including prevention and re-integration

We are offering 3 places per school per course date and are advising alternative provision schools to attend the course most relevant to the age band they work with. Each course is virtual delivery and joining instructions will be attached to your CPD confirmation

Primary dates

An additional date is being planned; we advise that you join the waiting list as first priority for the new date will be to those on the waiting list

- 10 March 2021, 3.30pm to 5pm, course code: SCH/20/349
- 24 March 2021, 3.30pm to 5pm, course code: SCH/20/350

Secondary dates

- 03 March 2021, 3.30pm to 5pm, course code: SCH/20/353
- 17 March 2021, 3.30pm to 5pm, course code: SCH/20/354
- 31 March 2021, 3.30pm to 5pm, course code: SCH/20/355

Wellbeing for return Covid-19: supporting resilience and wellbeing of students and staff

The training is free due to Worcestershire Children First securing a DfE funding grant and will be delivered virtually

Session 1: we will be exploring the themes of resilience and wellbeing in order to create a shared understanding of: vocabulary and research around resilience and wellbeing; how the pandemic has impacted on the development of resilience and wellbeing; biological responses to stress and how the brain influences learning and behaviour; and different ways to promote resilience and wellbeing in schools following the pandemic.

Session 2: will have a more practical focus, exploring strategies that schools can employ to assess and promote resilience and wellbeing on an individual, group and whole-school level. In this session we will also outline local and national support services and resources which schools can access to enable them to foster resilience and wellbeing well into the future.

- Specific for: Primary, First, Middle and High School staff
- Limited to 2 places per school per course
- Free
- Delivered by Microsoft teams – the joining instructions are included with the confirmation

Dates

An additional date is being planned; we advise that you join the waiting list as first priority for the new date will be to those on the waiting list

- 23 and 25 February 2021, 3.30pm to 5pm, course code: SCH/20/248

EYFS training for schools

Changing Gear – a Transition Survival Kit just for children!

Young children are expected to go through many major transitions before the age of 5 that will inevitably have an effect on their lives in many ways. We must do everything we can to help these transitions to be as smooth and meaningful as we can. As we know each child is unique and therefore transitions for children from one setting or class to another will not necessarily look the same. Each child comes with a slightly different story attached to them with chapters that need careful consideration.

Time needs to be put aside before each transition period to ensure that when the moment comes, as the child strides towards the next step, that everything is ready for them.

This course is predominantly aimed at Reception teachers as they are in the pivotal point of these transitions, receiving children from pre-school settings and also sending another group onto Year 1. However, pre-school and Year 1 colleagues are also essential to be part of the discussions, messages and sharing of ideas.

In 2020, we experienced transitions for children in a very different way due to Covid restrictions and we learnt many new and valuable lessons around different and effective ways we can approach transitions for children, families and schools.

We will look at

- what makes an effective transition for our young children, and children in Year 1
- ways to inform families, gain information from them about their child, and help them feel confident about their child starting school
- how to gather essential information about children who have a joint placement and be able to put in place adequate provision to meet their needs
- communication methods to inform families of what is ahead
- being School Ready
- developing a transition timeline
- helping children adjust to change

Cost: £60 + VAT

- 06 May 2021, 9.15am to 3.15pm, Worcester, course code: SCH/21/022

Lunch will be provided and ordered in line with the current government guidance at the time.

Diagnosis Unpredictable – Early Years Teaching Assistant development day

We often say that Early Years children can seem as though they are gifted and talented in the morning and special needs in the afternoon!

- Have many adults who work with very young children know exactly what is going to happen each day? So how can we plan for this?
- Why do children do the things they do or say such unusual things at the most bizarre moments? How do you react so that they still feel valued?
- How easy do you find it to respond....in the moment?
- What do you do if children misbehave because they don't know anything different?

During the day we will explore how we as adults can support children through play with managing their feelings and behaviours; how children with special educational needs can be included in every day provision and how we can still move learning on, in the moment when ALL children share their random thoughts and comments.

There will of course be lots of practical activities to take part in that you would come across in continuous provision and ideas to take away during the day.

Please come dressed and prepared to be outdoors during the day.

Cost: £70 + VAT

- 19 May 2021, 9am to 3pm, Worcester, course code: SCH/21/020
- 20 May 2021, 9am to 3pm, Worcester, course code: SCH/21/021

Lunch will be provided and ordered in line with the current government guidance at the time.

EYFS briefing session for schools

Please accept an invitation to join this free Worcestershire schools' early years briefing session. The briefing sessions this year have been arranged in districts to keep numbers manageable in this virtual world and hopefully to be able to address any local issues if necessary.

This first briefing will share any local and national EYFS updates and new documentation as well as some key dates in the early years' world. We will also explore some top tips on developing your EYFS Recovery plan and some of the aspects contained within, around your priorities.

If you have any specific questions that you would like addressed at the briefing please email gdeakin@worcschildrenfirst.org.uk at least two days before the briefing date.

Cost: FREE

This training will be delivered virtually, and your joining instructions will be included within the confirmation from CPD

Summer 2021 term

- Wychavon: 21 April 2021, 3.30pm to 4.30pm, course code: SCH/20/283
- Malvern: 22 April 2021, 3.30pm to 4.30pm, course code: SCH/20/284
- Bromsgrove and Redditch: 27 April 2021, 3.30pm to 4.30pm, course code: SCH/20/285
- Worcester: 28 April 2021, 3.30pm to 4.30pm, course code: SCH/20/286
- Wyre Forest: 29 April 2021, 3.30pm to 4.30pm, course code: SCH/20/287

EYFSP QA Training sessions

Following the announcement from the DfE that schools do not have to complete the EYFSP in 2021 we have updated our sessions.

We would recommend all schools to book themselves onto one of these sessions as we will use this time to support Reception teachers with the **quality assurance** of their provision for Reception aged children for both on site and home learning. This will also support the process of internal moderation.

Together we can **evaluate the learning** that has taken place and discuss how the remainder of the academic year can be used to support further learning in order for each child to reach their full potential and achieve the Early Learning Goals.

The prime purpose of the EYFSP information at the end of the year is to inform the Year 1 teachers of the children's strengths and areas of development so that they can meet their needs and carry on their learning. The sessions will therefore provide an opportunity to discuss and **gain a shared view of the consistency and accuracy of judgements** being made

Cost: £20 + VAT

This training will be delivered virtually, and your joining instructions will be included within the confirmation from CPD

- 15 March 2021, 9am to 11am, course code: SCH/21/001
- 15 March 2021, 1pm to 3pm, course code: SCH/21/002
- 16 March 2021, 9am to 11am, course code: SCH/21/004
- 16 March 2021, 3.30pm to 5.30pm, course code: SCH/21/006

- 17 March 2021, 9am to 11am, course code: SCH/21/007
- 17 March 2021, 1pm to 3pm, course code: SCH/21/008
- 17 March 2021, 3.30pm to 5.30pm, course code: SCH/21/009
- 18 March 2021, 9am to 11am, course code: SCH/21/010
- 18 March 2021, 1pm to 3pm, course code: SCH/21/011
- 18 March 2021, 3.30pm to 5.30pm, course code: SCH/21/012
- 19 March 2021, 9am to 11am, course code: SCH/21/013
- 19 March 2021, 1pm to 3pm, course code: SCH/21/014

Here comes the new EYFS Curriculum!

The Department for Education is to change the Early Years Foundation Stage (EYFS) in September 2021.

The government says the changes will improve outcomes for all children, but particularly the language and literacy outcomes for disadvantaged children and reduce teacher workload. There are to be changes to the educational programmes, the ELG's, to the assessment and moderation process for the Early Years Foundation Stage Profile and a change to the safeguarding and welfare requirements to promote good oral health.

The DfE says that the changes are intended to:

- make all 17 ELGs clearer, more specific and easier for teachers to make accurate judgements
- focus on strengthening language and vocabulary development to particularly support disadvantaged children
- strengthen literacy and numeracy outcomes to ensure all children have a good grasp of these areas of learning in preparation for year 1
- ensure the ELGs are based on the latest evidence in childhood development
- ensure they reflect the strongest predictors of future attainment.

All schools will need to be ready to implement these changes from the beginning of the Autumn term 2021.

Familiarisation sessions have been planned that will highlight the main changes for practitioners in their planning, provision and assessment methods and the key messages that need to be taken on board by the whole school. The changes to assessment and recording are requiring a big change of mindset and practice which we will explore during these sessions and discuss what it will mean for individual schools.

Sessions will be planned for different audiences so that they can focus on their specific role within early years – please see below and book accordingly

Early Years Teaching Assistants

Cost: £30 + VAT

- 29 June 2021, 1.15pm to 3.45pm, Worcester, course code: SCH/21/026
- 01 July 2021, 9am to 11.30am, Worcester, course code: SCH/21/027
- 01 July 2021, 1.15pm to 3.45pm, Worcester, course code: SCH/21/028

Early Years leaders and Teachers

Cost: £65 + VAT

- 18 June 2021, 9.15am to 4pm, Worcester, course code: SCH/21/032
- 22 June 2021, 9.15am to 4pm, Worcester, course code: SCH/21/034
- 24 June 2021, 9.15am to 4pm, Worcester, course code: SCH/21/035
- 25 June 2021, 9.15am to 4pm, Worcester, course code: SCH/21/036
- 28 June 2021, 9.15am to 4pm, Worcester, course code: SCH/21/037

Lunch will be provided and ordered in line with the current government guidance at the time.

Headteachers and SLT

Cost: £45 + VAT

- 05 July 2021, 9.30am to 12pm, Bromsgrove, course code: SCH/21/029
- 06 July 2021, 9.30am to 12pm, Worcester, course code: SCH/21/030

Snorkels at the ready

Ofsted's 'deep dive' will involve gathering evidence on the curriculum intent, implementation and impact of Early Years. This is done in collaboration with leaders, teachers and the children themselves. "The intent of the deep dive is to seek to interrogate and establish a coherent evidence base on quality of education. "

So, are you getting yourself ready for a deep dive into Early Years?

- Are you just 'floating along' and taking each day as it comes, or do you have a clear shared plan of what you want to achieve each day for every child?
- Are your waters deep and dark, or a bit muddy and murky in parts or do you and your team have a clear vision of where you are going this academic year?
- Are you continually reflecting on all 7 areas of learning on what works well and what needs tweaking and why or are you stuck in a bubble or caught up in a fog?
- Do subject co-ordinators across the school understand what learning looks like for children in Early Years or do they just wade down to see you occasionally for a quick 'work scrutiny' exercise?

Early Years is a fantastic place to be however there is also a lot to think about and co-ordinate in order for it to be effective and meaningful and understood by all colleagues across the school.

This day course will unpick how you can prepare for a deep dive and/or take the opportunity to stand back and review your current practices, being able to communicate this to colleagues across the school so that they know where and how the children start their journey as well as what your evidence base looks like.

We will be making reference to the New framework when starting to develop supporting documentation together.

Cost: £60 + VAT

- 25 May 2021, 9.15am to 3.15pm, Worcester, course code: SCH/21/023

Lunch will be provided and ordered in line with the current government guidance at the time.

NQT training offer

Core NQT training offer

The following four courses are offered free as part of the core NQT service level agreement, if you have not purchased the SLA then please contact Sarah Read to discuss. Please ensure all four sessions are booked.

Looking back and moving forward

This session will be delivered in the summer term and is specifically for NQT's

It provides an opportunity for colleagues getting ready to complete their final term to: reflect on individual strengths and areas for development as the NQT induction period comes to an end, prepare for their final NQT professional review meeting with their Induction Tutor, begin to prioritise key areas for further professional development in the next academic year (including leadership opportunities), share their thoughts with other NQTs and listen to colleague's experiences

21 June 2021, 1pm to 4pm, Worcester, course code: SCH/20/151

Additional NQT modules

The following four courses are offered at a subsidised rate as part of the NQT service level agreement. When booking the price prior to the SLA discount will be shown, please ensure your quote SLA when booking for the price to be amended.

Digital NQT modules

Our digital NQT modules will be delivered via zoom or Microsoft teams on a specific date and time. To ensure you receive joining instructions closer to the date, please ensure all places are booked via CPD.

The following four courses are offered at a subsidised rate as part of the NQT service level agreement. When booking the price prior to the SLA discount will be shown, please ensure your quote SLA when booking for the price to be amended.

Managing workload, stress and mental well being

This webinar will focus on the importance of taking care of yourself and managing your workload and the expectations of your role. We will explore some of the challenges faced by NQT's and some useful strategies you can use to help you to improve your time management and planning. We will also look at 'mindfulness' and how this can help you to maintain a healthy work life balance and your well-being.

Audience: NQT, RQT's and teaching assistants

Cost: £20 + VAT with the NQT SLA and £30 + VAT without the NQT SLA

03 March 2021, 4pm to 5pm, course code: SCH/20/157

- Joining instructions / link will be issued via CPD approx. 7 days before, if you have not received within 2 days of the training please contact the training team on 01905 844 420

Utilising research to support your continued professional development

The importance of evidence informed practice in today's educational context is evident. As practitioners' we want to know what strategies are the most impactful and worth investing time in developing further. This session will focus on how to use research to improve our practice. It will look at the evidence presented by the Education Endowment Foundation and how we can undertake our own research to improve our practice

Audience: NQT, RQT's and teaching assistants

Cost: £20 + VAT with the NQT SLA and £30 + VAT without the NQT SLA

10 March 2021, 4pm to 5pm, course code: SCH/20/158

- Joining instructions / link will be issued via CPD approx. 7 days before, if you have not received within 2 days of the training please contact the training team on 01905 844 420

Safeguarding training

GET SAFE training

Safeguarding Children, young people and vulnerable adults is everybody's responsibility. This raising awareness of exploitation and vulnerability course aims to raise your awareness of the following objectives.

Objectives:

- Highlight personal and situational factors of vulnerability, thereby raising the awareness of adverse childhood experiences and ways to address them
- Definitions covering vulnerability, consent, criminal & sexual exploitation, modern day slavery, OCG's and gangs
- Develop an understanding of indicators that may show within various forms of exploitation/modern day slavery, with push and pull factors
- Understand the national referral mechanism, knowing whether their agency is a first responder and if not how to raise concerns to ensure the vulnerable are protected
- Identify the key considerations necessary when receiving a disclosure and the impact of trauma on any disclosure
- Understand the individual's professional accountability and responsibility for sharing under GDPR thereby recognising the importance of documentation and record keeping in the effective protection of those identified as vulnerable, ensuring non victim blaming language is used and relevant and appropriate intelligence/information is shared
- Understand the processes to get the right help at the right time for the identified vulnerable person(s), being fully aware of agencies/services that people can be signposted too within the local borough, pathways inclusive of the PCC's diversionary portfolio.

Cost: Free to all schools, DSL and DDSLs to attend

Virtual delivery: will be via zoom or Microsoft teams and joining instructions will be issued 7 days before, if not earlier.

- 29 April 2021, 3.30pm to 5.30pm, course code: SCH/20/253 (available spaces 71)

Managing Allegations training

This course is aimed at those head teachers, chairs of governing bodies and other senior managers with responsibility for dealing with allegations of abuse against teachers and other staff, including supply teachers and volunteers.

The course will cover all aspects of Part 4 of Keeping Children Safe in Education (September 2020), including your duties as an employer, initial considerations when an allegation is received, providing support and managing the situation.

It will provide information which will help you to better understand the Management of Allegations processes, the role of the Local Authority Designated Officer (LADO), and the role of the multi-agency network.

It will provide you details on the legislation, procedures and processes; ensure you know what to do if there is an allegation against a professional; and better understand your role as professionals working in regulated activity.

The course objectives include how to identify children and young people who are suffering or likely to suffer significant harm and then take action with the aim of making sure they are kept safe.

Cost: £50 + VAT

- 13 May 2021, 4pm to 7pm, Worcester, course code: SCH/21/038
- 14 June 2021, 4pm to 7pm, Bromsgrove, course code: SCH/21/039

This course will become part of the Safeguarding SLA from September 2021.

Safer recruitment in educational settings

This course covers the following areas;

- Safer recruitment and the wider context of safeguarding
- Prevalence of abuse and profile of abusers
- How abusers operate within organisations
- Features of a safer recruitment process
- Planning a safer recruitment process
- Making the right decisions: interview and selection
- Setting acceptable standards of behaviour
- Maintaining an ongoing culture of vigilance

Aims:

- To identify the key features of staff recruitment that help deter or prevent the appointment of unsuitable people.
- To be able to produce policies and practices that minimise opportunities for abuse or ensure its prompt reporting.
- To begin to review their own organisation's places and practices to make them safe.

Audience: DSL / Deputy DSL's, Head or Deputy Teachers, any staff involved in recruitment process

Cost: £80 + VAT

- 10 May 2021, 9am to 4pm, Worcester, course code: SCH/20/358
- 09 July 2021, 9am to 4pm, Bromsgrove, course code: SCH/20/359

This course will become part of the Safeguarding SLA from September 2021.

Schools training

Moderation and Assessment training

New to Year 2

We are offering this 4-part course to support colleagues who are new to Year 2 or who are returning to KS1 assessment after a number of years. Each of the 4 sessions will support delegates to accurately assess attainment in reading, writing and maths. The training will develop teacher's understanding of each standard (WTS, EXS AND GDS) and how to gather evidence. The sessions will include resources and planning materials to support assessment and in school moderation. These sessions will cover all aspects of KS1 assessment and in- house moderation, and you shouldn't need to attend any of the other courses advertised.

Cost: £147 + VAT

- 03 and 11 March, 1pm to 4pm, and 17 and 22 March 2021, 3.30pm to 5pm, course code: SCH/21/066
- This training will be delivered virtually, and your joining instructions will be included within the confirmation from CPD

Refresher Year 2

This is an ideal opportunity to refresh your knowledge and skills around KS1 Teacher Assessment in writing. The session will explore assessing writing at the 3 standards and give delegates the opportunity to look at new materials. Course leaders will outline expectations and share planning ideas to support the gathering and generating of evidence in readiness for making an end of year judgement

Cost: £52.50+ VAT

- 23 and 30 March 2021, 3pm to 5pm, course code: SCH/21/067
- This training will be delivered virtually, and your joining instructions will be included within the confirmation from CPD

Rich opportunities for writing to support end of year assessment in Year 2

We know that from previous lockdowns, the biggest gap that most children experienced, on their return to school, was writing. This session will focus on sequences of learning which will quickly and effectively generate lots of writing opportunities in a short space of time. This will help teachers to modify and adapt their curriculum offer in order to maximise opportunities for evidence, when making internal judgements at the end of the year. Each session will give delegates a choice of quality texts, a theme and an outline of a sequence which can be adapted to the needs of their own class.

Cost: £26 + VAT

- 29 March 2021, 3pm to 4.30pm, course code: SCH/21/070
- This training will be delivered virtually, and your joining instructions will be included within the confirmation from CPD

Year 2 Generating and gathering effective reading evidence

This session supports the generating and gathering of high-quality reading opportunities for in-house assessment and internal moderation purposes. The session will focus on how to maximise opportunities in the classroom or through remote learning, in order to teach and assess the children accurately. The course will include a section on 'what does good reading evidence look like'.

Cost: £32 + VAT

- 22 April 2021, 2pm to 4pm, course code: SCH/21/069
- This training will be delivered virtually, and your joining instructions will be included within the confirmation from CPD

Year 2 generating and gathering effective maths evidence

This session supports the generating and gathering of high-quality maths opportunities for in-house assessment and internal moderation purposes. The session will focus on how to maximise opportunities in the classroom and through remote learning, in order to teach and assess the children accurately. The course will include a section on what good maths evidence looks like.

Cost: £32 + VAT

- 28 April 2021, 2pm to 4pm, course code: SCH/21/068
- This training will be delivered virtually, and your joining instructions will be included within the confirmation from CPD

New to year 6

We are offering this 3-part course to support colleagues who are new to Year 6 or who are returning to KS2 assessment after a number of years. Each of the sessions will support delegates to accurately assess attainment in writing and develop teacher's understanding of each standard (WTS, EXS AND GDS). The session will show how to gather evidence and include resources and planning materials to support assessment and in school moderation.

Cost: £84+ VAT

- 12 March, 2pm to 4pm, and 17 and 23 March 2021, 3pm to 5pm, course code: SCH/21/071
- This training will be delivered virtually, and your joining instructions will be included within the confirmation from CPD

Refresher to year 6

This is an ideal opportunity to refresh your knowledge and skills around KS2 Teacher Assessment in writing. The session will explore assessing writing at the 3 standards and give delegates the opportunity to look at new materials. Course leaders will outline expectations and share planning ideas to support the gathering and generating of evidence in readiness for making an end of year judgement

Cost: £52.50+ VAT

- 18 and 25 March 2021, 2pm to 4pm, course code: SCH/21/072
- This training will be delivered virtually, and your joining instructions will be included within the confirmation from CPD

Rich opportunities for writing to support end of year assessment in year 6

We know that from previous lockdowns, the biggest gap that most children experienced, on their return to school, was writing. This session will focus on sequences of learning which will quickly and effectively generate lots of writing opportunities in a short space of time. This will help teachers to modify and adapt their curriculum offer in order to maximise opportunities for evidence, when making internal judgements at the end of the year. Each session will give delegates a choice of quality texts, a theme and an outline of a sequence which can be adapted to the needs of their own class.

Cost: £26 + VAT

- 31 March 2021, 3pm to 4.30pm, course code: SCH/21/073
- This training will be delivered virtually, and your joining instructions will be included within the confirmation from CPD

Rich opportunities for writing to support end of year assessment – for different year groups

We know that from previous lockdowns, the biggest gap that most children experienced, on their return to school, was writing. This session will focus on sequences of learning which will quickly and effectively generate lots of writing opportunities in a short space of time. This will help teachers to modify and adapt their curriculum offer in order to maximise opportunities for evidence, when making internal judgements at the end of the year. Each session will give delegates a choice of quality texts, a theme and an outline of a sequence which can be adapted to the needs of their own class.

Cost: £26 + VAT

This training will be delivered virtually, and your joining instructions will be included within the confirmation from CPD

Year 1

- 29 March 2021, 1pm to 2.30pm, course code: SCH/21/074

Year 3

- 30 March 2021, 1pm to 2.30pm, course code: SCH/21/075

Year 4

- 30 March 2021, 3pm to 4.30pm, course code: SCH/21/076

Year 5

- 31 March 2021, 1pm to 2.30pm, course code: SCH/21/077

Pathways to progress (formerly aiming for outstanding)

Pathways to progress replaces the Aiming for Outstanding (AfO) programme of training which the school improvement team have offered in previous years. Each school will be informed of their category and level of support by their SIA. Schools who are in receipt of focus or intensive support are offered the training free of charge as part of their support package.

Please ensure when booking you quote focus or intensive in the special requirements field, as

otherwise you will be charged. The training team are not privy to this information and therefore cannot check the school's category for you.

Effective leadership of SEND

Key facets of effective leadership will be explored to enable school leaders to act as 'champions' for pupils with SEND and other vulnerable groups and promote high quality provision and practice:

- Demonstrating inclusive values within policy and practice
- Ensuring role and responsibilities in implementing the graduated response are understood by staff at all levels
- Ensuring identification processes are robust
- Exploring effective approaches and high-quality provision to meet specific needs
- Enabling learner progress to be clearly evidenced and evaluated

Delegates will receive a practical leadership 'toolkit' to support effective monitoring and evaluation procedures

Audience: Headteachers and SENCO's

Cost: Universal - £54 + VAT and Focus and intensive – free

25 February and 04 March 2021, 3pm to 5pm, course code: SCH/20/265

- This training will be delivered virtually, and your joining instructions will be included within the confirmation from CPD

Effective middle leadership

'...middle leaders are the engine of any school. In many ways you are the most important leadership group in the school. The most important!' Sir Michael Wilshaw. Since 2014 the role of the subject lead/phase leader in school has been under the spotlight. As leaders of learning, their influence and impact are key in securing improvements in teaching and learning and improving pupil outcomes

During these sessions' colleagues will:

- Review their roles and responsibilities as a middle/subject leader in today's educational climate, focusing upon change management and how to lead and manage teams effectively
- Consider the importance of using and analysing a range of data to identify priorities and inform practice, leading to sustained improvements in teaching and learning and pupil outcomes
- Review a range of monitoring activities that can be used to support effective self – evaluation, including deep dive work scrutinies lesson drop ins, pupil/staff voice,
- Identify areas of strength and areas for further development to support sustained change and improvement

Cost:

- Universal - £100 + VAT
- Focus and intensive – free

24 March, 21 April and 05 May 2021, 1pm to 4pm, course code: SCH/20/263

- This training will be delivered virtually, and your joining instructions will be included within the confirmation from CPD

What makes great teaching

Following on from Rob Coe's publication of *What makes great teaching?* during this session, colleagues will have the opportunity to discuss and develop their understanding of what makes for effective teaching and learning in the classroom. We will revisit aspects of quality first teaching, assessment for learning and review why they are central to the learning process. Colleagues will also have an opportunity to review the Great Teaching Toolkit (published 2020) and Rosenshine's Principles of Instruction when considering a range of teaching, learning and assessment strategies that can be used day - to - day to enhance pupils learning and help to identify their next steps. The session will support colleagues' self- evaluation of current practice and help to identify areas of strength and possible areas for further development.

Cost:

- Universal - £75 + VAT
- Focus and intensive – free

09 March, 23 March and 20 April 2021, 3.30pm to 5pm, course code: SCH/20/261

- This training will be delivered virtually, and your joining instructions will be included within the confirmation from CPD

SENCo Leadership Development Programme

Our leadership programme has been designed and developed around the SEN Code of Practice and Ofsted Education Inspection Framework to ensure schools are meeting their statutory duties and that support for pupils with SEND is highly effective.

Our facilitator, Helen Pretty, is a former SENCo and Senior Leader giving her a clear insight into the day to day challenges faced when leading SEND and Inclusion in schools.

This programme will equip participants with skills to develop a more strategic approach to leading SEND. Participants will be enabled to reflect on current practices and identify how approaches can be adapted to greater influence the quality of provision and further develop a wholly inclusive culture.

This programme has been designed to provide practical support SENCos/Inclusion Leaders in their role, to gain:

- a better understanding of their leadership role and influence in developing whole school practices
- leadership knowledge, skills and confidence in order to engage more purposefully with middle, senior leader colleagues and wider partners
- access to a range of practical tools, approaches and resources to implement the Graduated Response and monitor and evaluate the impact of provision on pupil outcomes
- an understanding of how the SENCo can drive improvement to address the local and national agenda to ensure high quality education for all

Cost: £300 + VAT

- 29 April, 13 May, 27 May, 10 June, 24 June and 08 July 2021, 9am to 12pm (with the exception of the final session being 1pm to 4pm), Worcester, course code: SCH/21/057

Booking information

How to book using CPD online:

1. Visit [Worcestershire Children First CPD online \(opens in new window\)](#)
2. Enter your user ID and password to continue into CPD online.
3. Select the search events option and use either the date calendar or search engine to find the course.
4. Select full details for further course information.
5. Select request a place to book staff onto the course.
6. Each member of staff must be individually booked.

Problems with CPD online

Technical problems, account queries, password re-sets, staff not attached to your establishment, staff that have left, duplicate staff, and any questions regarding booking training then contact training team, telephone 01905 844 420 or email WorkforceSupport@worcschildrenfirst.org.uk

Confirmation

All course confirmations occur at the time of the booking on CPD online therefore no further joining instructions will be sent out. It is the responsibility of those booking training to ensure that all cancellations and transfers follow our terms and conditions.

Please ensure that any handouts attached to the confirmation email are brought along to the training.

Waiting lists

We operate waiting lists for all our courses. As places become available, they will be allocated based upon the date and time of your original booking. You will be contacted by telephone/email to offer you the available place.

Respect for others

When attending any training all delegates are politely requested to give their full attention to the trainer and follow their instructions regarding the use of mobile phones. Inappropriate conduct at training events will be reported to setting managers and/or registered providers

Certificates

Certificates will now be provided for all courses. To access your certificate, you will need to complete your online evaluation of the course. Your clerk will be sent an email requesting your evaluation and you will need to get in touch with your clerk to complete your evaluation form.

Terms and conditions

All bookings must be made using Worcestershire Children First CPD online.

All confirmation emails must be forwarded to the delegate accordingly.

If needed a booking can be transferred to an alternative date with advance notice, to do this contact the relevant team below.

- Early Years, telephone: 01905 844 420, email: WorkforceSupport@worcschildrenfirst.org.uk
- Governor Services, telephone: 01905 845 219, email: Governortraining@worcschildrenfirst.org.uk
- Schools, telephone: 01905 844 420, email: WorkforceSupport@worcschildrenfirst.org.uk
- Conferences, telephone: 01905 844030, email: Conferences@worcschildrenfirst.org.uk

Invoices

Invoices are generated at the point of booking your training course or conference and this does not affect your terms and conditions or cancellation rights.

Invoices will be sent via email to the main email address given, therefore it is essential that these emails are not sent to junk or spam folders.

Further information regarding invoices, disputes and payment are detailed below.

Cancellations

All cancellations must be made on CPD online

If you wish to supply additional information in support of your cancellation, then please email the relevant team.

No cancellation charge applied	When the cancellation is made with 15 working days ** or more notice
No cancellation charge applied	Under extreme circumstances i.e. Ofsted, bereavement, hospitalisation and we ask that you inform us immediately
Full course fee applied	When the cancellation is made within 0 – 14 working days of the start date of the course (event) and there is no take up from waiting list
Full course fee applied	On return of the register where delegates did not attend and no notice for this was received

** Working days are defined as Monday to Friday

VAT

Worcestershire Children First is a VAT registered entity. Therefore, VAT at the prevailing rate will be added to all invoices. This is in line with HMRC rules and is consistent with services you may currently be purchasing from other external parties. In most cases the input VAT can be claimed back. Please seek independent financial advice should you be unsure about your VAT status.

VAT Code Explanation

Code	Description
S	Standard Rated Output VAT

L	Lower Rated Output VAT
LE	Exempt from Output VAT
O	Outside the scope of Output VAT
Z	Zero Rated Output VAT

Payment methods:

Please quote your invoice reference on all payments.

Please submit payment promptly in accordance with our payment methods.

Bacs or bank transfer

- Sort Code: 20-98-87
- Account Number: 33962148

This is the most reliable, simple and secure way to make a payment. Please reference the invoice number from your Remittance Advice. If you are paying more than one invoice, quote your customer number as your reference.

Automated telephone payments

Call 0300 456 2206. You will need your invoice number and debit or credit card details to hand. Your privacy and security are our prime concern and our payments system encrypts your personal information. Calls will be charged at the local call rate. If you have a calling plan which includes free local calls, then 0300 calls are also free and if you have a mobile contract, they are also included as part of any free minutes.

Internet payment facility

Pay your invoice online at any time using your debit or credit card. We accept Delta, JCB, Maestro, MasterCard, Solo, Switch, Visa Electron & Visa.

To make a payment online go to www.worcestershire.gov.uk and click on 'Pay'. Go to the [secure online payments site](#) link and Select Debtor Invoices. When making online payments you can add multiple invoice numbers by selecting "add to list". Your privacy and security online are our prime concern and our payments system encrypts your personal information.

[Information on Are Online Payments Safe? \(opens in new window\)](#)

Queries

Please have your Account number and Invoice reference ready.

We are open Monday to Friday 8:30am - 5:00pm

Any enquiries regarding the invoiced service contact

- training, telephone: 01905 844420, email: WorkforceSupport@worcschildrenfirst.org.uk

For enquiries regarding payment please contact

- telephone: 01905 676497 or email: wccaccountsreceivable@linerata.com

To contact by letter: Worcestershire Children First, County Hall, Spetchley Road, Worcester WR5 2NP