



2020 - 2021

primary CPD training programme

hackneyservicesforschools.co.uk



hackney
learning trust

Hackney Learning Trust's Continuing Professional Development programme for 2020–2021 takes place at The Tomlinson Centre and various centres.

Opened in April 2009, this £4.5m purpose-built centre has eleven rooms over two floors and a cutting edge IT Centre.



the
tomlinson
centre

Dear Colleagues,

We are again delighted to present our professional development programme for colleagues in schools and settings across Hackney, London and beyond.

The past academic year's training was cut short due to COVID-19 and we acknowledge that the months ahead will involve some adjustment. However, our appetite for CPD has not waned and we are pleased to present another high quality set of courses. We have prepared our teams for a blended approach using a mix of online meetings, webinars and face to face training. We very much look forward to welcoming you either in person or virtually.

We want every member of staff and all governors in any educational setting to have in place a comprehensive professional development pathway, which school, in borough and extra borough activities support. Accordingly, we have ensured that our offer is as broad and inclusive of all roles as possible.

We will continue to innovate to meet increasing demands on the school work-force and present solutions and ideas that ultimately aim to improve the quality of education for all. Alongside our valued Teaching Schools Alliance, we are confident that every training need that could arise is met - thereby ensuring the continued professional development of individuals and educational teams alike.

Our CPD guides cover Early Years, Primary and Secondary phases. You will find training that is pertinent to respective year groups and subjects, and relevant across various roles, such as SEND, Safeguarding, Leadership and Governance, and Ofsted framework planning.

I hope you find this booklet invaluable in your professional development planning. I wish you well in your work during the year ahead and during your career in the invaluable field of education.

Best wishes

Annie Gammon
Director of Education

Contents

To go directly to a course in the brochure, please hover over a course title below and click.

Please note, some of our courses may be moved and presented online. Kindly check BookingLive <https://hackneylearningtrust.bookinglive.com> a few days before your scheduled event to see if it will be presented online. Alternatively you can contact the CPD admin team on 020 3076 1516 or email cpdadmin@learningtrust.co.uk.

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Buying a CPD Package

Our CPD packages offer great value for money and give you access to many of the Hackney Learning Trust courses (some exclusions may apply). Buying a package allows staff from your school to attend as many eligible courses as they like throughout the academic year.

To purchase one of our packages below, please visit our booking portal. If you are new to Hackney Learning Trust, please see the new customer section overleaf.

CPD price list

Order Code	Packages*	Price** (excl. VAT)
24/CPD/006	CPD Package for Small primary schools (less than 2 form entry)	£2,350
24/CPD/007	CPD Package for Large primary schools (2+ form entry)	£3,650
24/CPD/008	CPD Package for Special schools	£2,350

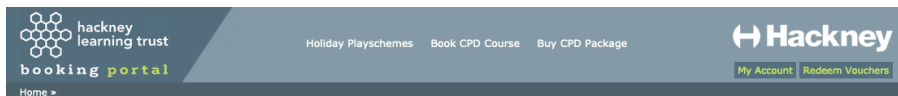
Individual courses*	Price** (excl. VAT)
Breakfast briefings (per briefing)	£80
Twilight course – up to 2 hours (per twilight)	£90
½ day course – up to 3 hours (per ½ day)	£148
1 day course (per day)	£230

**Some courses are not included in the CPD package and have individual course rates, where this applies, the cost will be listed against the course.*

***Please note, prices on the booking site will appear including VAT. If you are a Hackney LA maintained School, once logged in, the VAT will be removed as you proceed through the checkout process*

Booking a CPD Course

All bookings for our CPD courses must be made online via our booking portal: <https://hackneylearningtrust.bookinglive.com>



Please always log in by clicking the “My Account” link on the top right hand side of the page. This will ensure you see the correct prices (depending on the package you have purchased).

Once logged in, click on “Book a Primary course”. A list of categories areas will appear, click on the relevant area you wish to browse. Select the course you wish to book and proceed to checkout (this will include entering the name of the person attending, their email address and selecting payment type, either card or invoice).

Other information

New customers

Hackney Learning Trust welcomes orders and bookings from all schools and settings within the London Borough of Hackney and beyond. If you are based outside Hackney and wish to book onto our courses, contact the Services for Schools team to arrange for an account to be set up on 020 8820 7566, or email s4s@learningtrust.co.uk.

Forgotten your password?

You can request your password by clicking on the “I’ve lost my password” or alternatively contact CPD team to request it to be reset.

Cancellation policy and terms and conditions

For course cancellations, no less than 5 working days (7 calendar days) is required in writing to cancel a course booking. If notice of cancelling a course has not been received, you will be charged for non-attendance. Full [terms and conditions](#) can be found on our booking portal.

Note

All prices are correct at the time of publishing. However, Hackney Learning Trust reserves the right to amend prices from time to time. Up to date prices will be published on the CPD booking portal or available on application.

Course and booking queries

Please contact the CPD team on 020 3076 1516 or email cpdadmin@learningtrust.co.uk.

For technical support, please call 020 8820 7566 or email s4s@learningtrust.co.uk.

Health and Safety

Emergency First Aid at Work

External Provider

One day course

Tuesday, 1 December 2020, 9am – 4pm

Wednesday, 9 June 2021, 9am – 4pm

Venue: The Tomlinson Centre

Who should attend?

Staff who are responsible for Emergency First Aid.

This course covers a full first aid syllabus adapted to the particular needs presented by the childcare environment. It conforms to the standards required by law and includes both theory and practical sessions.

Course objectives

To manage First Aid priorities such as; incidents, asthma, basic life support, casualty examination, anaphylaxis, unconsciousness, control of bleeding, burns and scalds, regulations, First Aid kits and recording and reporting.

Qualification gained

Certification is dependent on successful continuous assessment of the participant. Those participants who successfully complete the course and are deemed to have reached the required standard are issued with a certificate valid for three years.

Cost: £61 per delegate, not included as part of a HLT CPD package.

Fire Safety Awareness

External Provider

Half day course

Wednesday, 18 November 2020, 9am – 12.30pm

Venue: The Tomlinson Centre

Who should attend?

All school staff. Especially relevant to those with specified responsibilities regarding fire, including fire marshals / wardens.

This course helps an organisation to meet its duties under current fire safety legislation by providing employees with essential knowledge about fire safety. It helps them to understand how to prevent a fire from starting as well as what actions to take if a fire does break out.

Course objectives

To provide participants with sufficient knowledge to prevent fires starting and to assist in fire emergency situations.

Qualification gained

Chartered Institute of Environmental Health Level 1 Award in Fire Safety Awareness.

Cost: £61 per delegate, not included as part of a HLT CPD package.

Food Hygiene

External Provider

One day course

Tuesday, 3 November 2020, 9am – 4pm

Wednesday, 13 January 2021, 9am – 4pm

Wednesday, 21 April 2021, 9am – 4pm

Thursday, 1 July 2021, 9am – 4pm

Venue: The Tomlinson Centre

Who should attend?

Anyone who prepares, handles or cooks food.

This course addresses the food safety and hygiene needs within Early Years settings. It focuses on identifying the 'critical points' in a process where food safety problems (or 'hazards') could arise and putting steps in place to prevent things going wrong.

Course objectives

- To underline employee's responsibility for safeguarding the health of consumers.
- To ensure that the food served or sold is perfectly safe to eat.
- To enable participants to handle food safely.

Qualification gained

Chartered Institute of Environmental Health Level 2 Award in Food Safety in Catering Welfare.

Cost: £86 per delegate, not included as part of a HLT CPD package.

Health and Safety in the Workplace

External Provider

One day course

Thursday, 25 February 2021, 9am – 4pm

Venue: The Tomlinson Centre

Who should attend?

All school staff.

This course is tailored to settings and individual needs to make the working and learning experience relevant and fit for purpose. It ensures that Early Years managers, practitioners and employees are aware of their own safety and the safety of customers, contractors and the general public.

Course objectives

- To provide participants with an understanding of their health and safety responsibilities and how to manage and work in a safe manner.

Qualification gained

Chartered Institute of Environmental Health Level 2 Award.

Cost: £86 per delegate, not included as part of a HLT CPD package.

Manual Handling

External Provider

Half day course

Thursday, 11 February 2021, 9am – 12.30pm

Venue: The Tomlinson Centre

Who should attend?

All school staff who carry out manual handling, or who provide essential information about manual handling hazards and their control.

This course teaches learners techniques to lift, carry, push and pull objects safely within their individual capabilities. Under the Manual Handling Operations Regulations 1992, employers are required to take appropriate steps to reduce the risk of injury to employees.

Course objectives

- To enable participants to undertake manual tasks safely.
- To enable participants to assist in manual handling risk assessments.

Qualification gained

Chartered Institute of Environmental Health Level 2 Certificate in Principles of Manual Handling.

Cost: £61 per delegate, not included as part of a HLT CPD package.

Leadership

School Governance

Buying a Governance CPD Package

Our Governance Training Package offers great value for money and gives Governors access to attend as many eligible courses as they like throughout the academic year.

To purchase our training package below, please visit our [Services for Schools website](#). Alternatively you can buy individual training sessions to cover the specific courses Governors wish to attend.

Order Code	Governance Training Services	Price (excl. VAT)*
04/GOV/011	Governance Training Package	£500
04/GOV/017	Individual Governance Training Sessions	£95
04/GOV/013	Bespoke Governance Training	POA (Approx £350 per 2 hour session)

* All prices are correct at the time of publishing. However Hackney Learning Trust reserves the right to amend prices from time to time. Up to date prices will be published on the CPD [booking portal](#), [Services for Schools website](#) or available on application.

Booking a Governance Training Course

All bookings for our CPD courses must be made online via our booking portal: <https://hackneylearningtrust.bookinglive.com>.

If you are an existing user of our booking portal, please log in by clicking the “My Account” link on the top right hand side of the page. Once logged in click on “Governance Training”, a list of categories will appear. Click on the relevant area you wish to browse and select the course you wish to book and proceed to checkout (this will include entering the name of the person attending, their email address and school you are from).

IMPORTANT NOTE: *If your school has purchased the Governance Training Package please enter the promotional code: "GOVTRAINING" at the checkout in the promotional code box. This will ensure all costs associated with the course are removed.*

If you are a governor and using the booking site for the first time, once you have placed your first booking, an account will be created for you.

Other information

Forgotten your password?

Please see page 10

Cancellation policy and terms and conditions

Please see page 10

Course and booking queries

Please contact Governance Services on 020 8820 7639 or email Governorservices@learningtrust.co.uk

For technical support, please call 020 8820 7566 or email s4s@learningtrust.co.uk

The Governance CPD Training Programme is not included as part of the Primary CPD package.

The Foundations of Strong Governance: 5 Steps

Step 1. Introduction – How do Governors Fulfil their Professional and Ethical Responsibility?

Hackney Governance Services

Short course

Tuesday 6 October 2020, 6pm – 8pm

Tuesday, 2 February 2021, 9am – 11am

Tuesday, 18 May 2021, 6pm – 8pm

Venue: The Tomlinson Centre

Who should attend?

This training is suitable for all school phases, as an induction for new governors, as well as a refresher for more experienced governors. It is also useful training for clerks.

Course overview

This session will give you an insight into the crucial role of governance in supporting and challenging school leaders to develop and sustain excellent educational/wellbeing outcomes for all pupils. It will also illustrate how governance is becoming more complex, requiring greater accountability of educational standards and management of key risks.

This course will focus on how governing boards ensure they:

- Create the vision, ethos and strategic direction that leads to exceptional outcomes for all pupils.
- Develop a culture of high expectations, aspirations and excellent all round achievement.
- Take account of how national and local developments could impact on the future of schooling.
- Effectively discharge their core statutory functions, harnessing and further developing the knowledge, skills and behaviours needed for effective governance.

Cost: Free to all Hackney schools. For non-Hackney schools - £95 per delegate or free as part of the Governor Training Package.

Step 2. How do you Strengthen Governance through Effective Board Administration and Accountability?

Hackney Governance Services

Short course

Wednesday, 21 October 2020, 6pm – 8pm

Tuesday, 2 March 2021, 9am – 11am

Tuesday, 8 June 2021, 6pm – 8pm

Venue: The Tomlinson Centre

Who should attend?

This training is suitable for Governors, Business Managers and Clerks across all school phases.

Course overview

This session will reflect on ways to enhance governance effectiveness and impact through stronger board structural arrangements, clear terms of reference and delegation of responsibilities. The session will consider how governance annual work plans, aligned to the school development, monitoring and risk management can provide a mechanism to ensure statutory compliance and robustness in holding schools leaders to account for the educational and financial performance of their school(s).

It will also illustrate how governing boards can play a crucial role in supporting and challenging the school improvement journey which reaches far beyond assurance of compliance with regulations. The session will furthermore provide insight into how governors might amplify board accountability in ensuring challenge and support of policies, rituals and routines focused on improving outcomes for all children.

This session will focus on:

- Considering the structural design of governance and committee arrangements to make them fit for purpose and appropriate to the scale and complexity of the organisation.
- Understanding how governance functions are organised through terms of reference, delegation of responsibilities to enable strong lines of management, of challenge and of

accountability for the educational and financial performance of their school(s).

- Establishing the use of tools and reporting dashboards to ensure compliance of all statutory requirements, monitoring progress of school developments and the management of key risks.
- Highlighting key themes across the educational landscape for which schools are responsible and accountable and exploring how boards might amplify the accountability across all school leaders.

Cost: £95 per delegate or free as part of the Governor Training Package.

Step 3. How do Governing Boards Make the Right Strategic Financial Choices for their School?

Hackney Governance Services

Short course

Wednesday, 4 November 2020, 6pm – 8pm

Thursday, 11 March 2021, 9am – 11am

Tuesday, 4 May 2021, 6pm – 8pm

Venue: The Tomlinson Centre

Who should attend?

This training is suitable for Governors, Business Managers and Clerks at all school phases.

Course overview

This session will give you an insight into how effective governing boards fulfil the core function to oversee the financial performance of the organisation and make sure its money is well spent. It will address the practice of strategic development planning, financial planning, and how they work together. The session applies equally across our richly mixed economy of schools – maintained, voluntary aided, academy and independent registered status, some of which stand alone and others in varying forms of partnership and federation.

This session will focus on:

- What governing boards do to ensure that they make the right strategic financial choices?
- How do effective governing boards link their strategic development plans to a 3 year financial plan and prioritise money to invest into improvements.
- How do governors ensure robust monitoring of the annual budget, undertaking of financial health checks and manage budget reductions.
- What guidance and support is available to help governing boards and school leaders make sure money is well spent to maximise the value for improving life chances of all children.

Cost: £95 per delegate or free as part of the Governor Training Package.

Step 4. How do Governing Boards Strategically Assess and Manage Risks in their Schools?

Hackney Governance Services

Short course

Tuesday, 17 November 2020, 6pm – 8pm

Tuesday, 23 February 2021, 9am – 11am

Tuesday, 6 July 2021, 6pm – 8pm

Venue: The Tomlinson Centre

Who should attend?

This training is suitable for Governors, Business Managers and Clerks at all school phases.

Course overview

The ability to purposefully identify, evaluate and prioritise organisational risks, and ensure appropriate action is taken to mitigate against them is a key competency for governors and trustees. As such, this session will explore how school leaders and governors manage risks associated with all aspects of the schools core operations e.g. progress and achievement, quality of teaching, behaviour of pupils, safeguarding to protect all students and to protect staff, safety and security generally throughout school premises. It will further look at how schools establish adequate systems to ensure sustained service quality and development and how they might mitigate any disruption if and when significant risks occur.

This course will focus on:

- Understanding how schools / governors might identify risks, evaluate to quantify the severity and assess the level of priority of each risk.
- How to identify effective reduction, avoidance or mitigation of key risks by addressing the underlying causes of common and significant risks.
- Considering effective risk management controls that help prevent problems, detect them when they occur and ensure they are dealt with correctly.

Cost: £95 per delegate or free as part of the Governor Training Package.

Step 5. How does the Chair of Governors Shape Strong Governance and what is Distinct about their Role?

Hackney Governance Services

Short course

Thursday, 3 December 2020, 6pm – 8pm

Tuesday, 15 June 2021, 9am – 11am

Venue: The Tomlinson Centre

Who should attend?

This training is suitable for Chairs of Governors, Chair of Committees and those interested in taking on the role of chair.

Course overview

The chair of governors is the leader of governors who along with other governors, is a volunteer, fulfilling a public duty. The chair is elected by the group, assumes the same power and authority as all board members, yet they carry distinctive responsibilities in leading others. This session will provide an insight into why strong governance is curial for inclusive education of all young people, highlight the distinctive responsibilities of the chair of governors and illustrate through best practice how to put these duties into practice to secure effective, ethical and accountable governance of the school.

This session will particularly focus on:

- Why we govern schools, the public office duty of governors and why this social responsibility is curial for inclusive education of young people.
- Considering best practice in establishing and maintaining strong governance.
- Defining the distinctive responsibilities of the chair of governors.
- Highlighting the key challenges and risks associated with leading a governing boards and considering ways to avoid and/or deal with complex issues.

Cost: £95 per delegate or free as part of the Governor Training Package.

Governance of Key Themes

Administration of Key Stage 2 Tests: How do Governing Boards Observe Key Stage 2 Test (SATs) Administration to Assure Best Practice?

Hackney Governance Services

Short course

Tuesday, 27 April 2021, 6pm – 8pm

Venue: The Tomlinson Centre

Who should attend?

This training is suitable for Governors, Business Managers and Clerks at all school phases

Course overview

In the current climate of increased accountability, there has been an increase in the number of allegations of maladministration of tests made against schools. If these are proven, they can lead to suspension and ultimately the annulment of part or all of a school's results. Therefore, headteachers are under pressure to demonstrate correct test administration. The government's Standards and Testing Agency strongly recommends that headteachers 'consider inviting a governor to observe their administration. This session will cover best practice in observing test administration and explain the risks involved for schools, and what ideal test practice looks like in a primary school.

This session will:

- Explain the test cycle and the expectations around administration.
- Explore the concept of maladministration and discuss how schools can reduce the likelihood of allegations.
- Discuss how governors should conduct themselves when observing test administration.
- Create an understanding of how to support your school and observe part of the SATs administration in accordance with the expectations set out in the Standards and Testing Agency's Assessment and Reporting Arrangements and related documents.

Cost: Free to all Hackney schools. For non-Hackney schools - £95 per delegate or free as part of the Governor Training Package.

Annual Governors Conference

Hackney Governance Services

One day conference

The conference will take place on a Saturday in the Autumn Term, during 2020 (Date to be confirmed).

Venue: The Tomlinson Centre

Who should attend?

This training is suitable for Chairs of Governors, Chair of Committees and those interested in taking on the role of chair.

Conference overview

The theme of this conference will continue the focus on Tackling Inequalities, particularly in light of the impact of Covid19. Further details will be shared in coming months.

Invitations to attend the conference will be open to all schools. The allocation per school will be limited due to restricted space and attendees from organisations that do not subscribe to the training package will be charged.

Cost: £95 per delegate or 1 free as part of the Governor Training Package

Director's Termly Briefing with Governors and School Leaders

Hackney Governance Services

Evening course

Tuesday, 24 November 2020, 6pm – 7.30pm

Wednesday, 24 March 2021, 6pm – 7.30pm

Thursday, 24 June 2021, 6pm – 7.30pm

Venue: The Tomlinson Centre

Who should attend?

Invitation to attend these briefings will be open to all (and only) Hackney schools. However, places are open to all Governors and school leaders (Headteachers, Executive Headteachers, and CEOs).

Course Overview

The directors briefing aims to address:

1. **IN A NUTSHELL: What governors need to know**
This will provide headline messages about Hackney and National matters. We will prepare a one page take away and select one of these items to present in brief detail.
2. **IN FOCUS: How governing boards ensure they are most effective**
This will provide an in-depth focus on a matter of national significance and will include small group activity/ debates to enables governors to learn and take away new thinking.

Cost: Free and only available to Hackney schools.

Ofsted: What do Governors Need to Know about the Ofsted Inspection Process?

Hackney Governance Services

Short course

Monday, 5 October 2020, 9am – 11am

Thursday, 18 March 2021, 6pm – 8pm

Venue: The Tomlinson Centre

Who should attend?

This training is suitable for Governors and Clerks at all school phases.

Course overview

Governors play a significant role in the Ofsted Inspection process. As such, this session address the changes to the Ofsted's new education inspection framework for 2019 and implications for schools. It will particularly highlight how the inspection process will explores how governors/trustees carry out their responsibilities and the contribution that they make to the oversight and strategic direction of your school(s) This session applies equally across our richly mixed economy of schools – maintained, voluntary aided, and academy and independent registered status, some of which stand alone and others in varying forms of partnership and federation.

This session will focus on:

- The key changes in the new Ofsted inspection and reporting process, which was introduced in September 2019.
- How the four key judgements are used by Ofsted when evaluating the overall effectiveness of your school and how might schools need to refine their practices to address changes.
- How Ofsted evaluates the quality of leadership and management, which focuses on how leaders, managers and those responsible for governance ensure that the education that the school provides has a positive impact on all its pupils.
- What more can governors do to be 'inspection-ready'?

Cost: £95 per delegate or free as part of the Governor Training Package.

Safeguarding: How do Governors Fulfil their Responsibility to Safeguard and Protect Children?

Hackney Governance Services

Short course

Wednesday, 14 October 2020, 9am – 11am

Tuesday, 1 December 2020, 6pm – 8pm

Wednesday, 3 February 2021, 9am – 11am

Thursday, 1 April 2021, 6pm – 8pm

Thursday, 6 May 2021, 9am – 11am

Wednesday, 16 June 2021, 6pm – 8pm

Venue: The Tomlinson Centre

Who should attend?

Safeguarding is a matter that all governors need to be aware of - we would encourage the whole governing body to attend. This session is suitable for all school phases, and is recommended for Clerks as well as Governors.

Course overview

This session will enable Safeguarding Governors to explore how they can best support their school's SLT and the Designated Safe Guarding lead role in discharging the statutory responsibility to safeguard children. In doing so, the session will explore legislative and statutory guidance drivers and the support mechanisms provided by HLT's Safeguarding in Education Team in improving practice and preparing for a safeguarding inspection.

This course will focus on how governing boards can ensure their schools:

- An awareness of national statutory guidance and local procedures to be followed in safeguarding children, enabling governing boards to review if the arrangements for safeguarding are effective in their schools.
- An understanding of how governing boards can ensure their school is a safe place for children, what measures could be taken to raise awareness and keep pupils safe from abuse and neglect. Including sexual exploitation and radicalisation and extremism.

- An awareness about the duty staff and Designated Safeguarding Leads in schools' have when they suspect that pupils are vulnerable or at risk of significant harm.
- Awareness of guidelines for good and safe practice (including safer recruitment), keeping professional boundaries, dealing with allegations against staff and whistle blowing.
- Information on best practice and preparation for Ofsted.

Cost: Free to all Hackney schools. For non-Hackney schools - £95 per delegate or free as part of the Governor Training Package.

Staff Welfare, Morale and Workload: How do Governing Boards Create Excellent Workplaces that Support Staff Welfare, Manage Performance and Oversees Organisational Changes?

Hackney Governance Services

Short course

Wednesday, 21 October 2020, 9am – 11am

Thursday, 11 February 2021, 6pm – 8pm

Tuesday, 11 May 2021, 9am – 11am

Venue: The Tomlinson Centre

Who should attend?

This session is suitable for all school phases and is recommended for Business Managers and Clerks, as well as Governors.

Course overview

This session will broaden your understanding of human resources and performance management of staff. It will cover the principles behind effective performance management and the relevance of certain policies and procedures within the school context. The course will also identify the role and influence governors may have when dealing with staffing matters such as capability and employee engagement.

This course will focus on how governing boards can ensure:

- Strong leadership at all levels of the organisation, including the use of performance management to promote effective practise across the school.
- High quality continuing professional development at the start, middle and later years of staff' career, to develop leadership and sustain best school practises.
- That recruitment retention and CPD addresses succession plans.
- Robust processes to manage staff wellbeing, absence, capability and discipline matters.
- Implementation of equalities policy with equality objectives.
- Robust performance management of Headteacher/Principal.

Cost: £95 per delegate or free as part of the Governor Training Package.

Stakeholder Engagement and Complaints: How do Governing Boards Ensure Effective Engagement with Stakeholders and Effectively Manage Complaints?

Hackney Governance Services

Short course

Thursday, 19 November 2020, 6pm – 8pm

Wednesday, 26 May 2021, 6pm – 8pm

Venue: The Tomlinson Centre

Who should attend?

This training is suitable for Governors and Clerks at all school phases.

Course overview

This session aims to provide some good practice tips to develop and implement a robust complaints policy – including legal requirement and the principles for managing complaints and ensuring that your policy is clear and transparent. The session will also focus on the good practice methods for resolving complaints informally and formally, and the role of governors within this process. Furthermore, we will address what schools can do to manage serial and persistent complaints.

This session applies equally across our richly mixed economy of schools – maintained, voluntary aided, and academy and independent registered status, some of which stand alone and others in varying forms of partnership and federation.

This course will focus on:

- How effective governing boards gather and use the voices of stakeholders (parents and others) as an important function for making key decisions and understanding the impact.
- Gathering stakeholder views, acting on them appropriately and reporting results.
- Governance of the complaints process, and ensuring robust complaints handling mechanisms.

Cost: £95 per delegate or free as part of the Governor Training Package.

Tackling Inequalities: Hackney Young Black Men Initiative – Understanding Cultural Competency, Racial Identity and Unconscious Bias

Hackney Governance Services

Short course

Tuesday, 20 October 2020, 6pm – 8pm

Tuesday, 27 April 2021, 9am – 11am

Tuesday, 22 June 2021, 6pm – 8pm

Venue: The Tomlinson Centre

Who should attend?

Governors, School Leaders and influencers.

Course overview

This session will give you and insight into tackling disproportionality in attainment and exclusions of Black Caribbean heritage pupils, particularly boys. The session supports Hackney's Young Black Men initiative with the aim to ensure governors and leaders are informed from research findings and current practice, particularly in the area of cultural competence.

This course will focus on the following probing questions:

- How are governors and leaders developing better ways to improve outcomes and life experiences of black young men and women?
- How can we use the racial identity models to address unconscious bias, and ensure that governors, leaders and staff are well-equipped to include all?
- How can the curriculum be developed to promote a strong sense of belonging and inclusivity?
- What are the tools and key questions we could use to assess how well your school is addressing racial identity and promoting better outcomes for Black Caribbean heritage pupils?

Cost: £95 per delegate or free as part of the Governor Training Package

Tackling Inequalities: How do Governors Ensure an Inclusive Approach for Children with Special Educational Needs and Disabilities?

Hackney Governance Services

Short course

Tuesday, 17 November 2020, 9am – 11am

Wednesday, 28 April 2021, 6pm – 8pm

Thursday, 10 June 2021, 9am – 11am

Venue: The Tomlinson Centre

Who should attend?

This training is suitable for Governors, SENCOs and Clerks at all school phases.

Course overview

As the government plans to strengthen system-wide education takes shape alongside the implications of fairer funding, never has there been a greater need for strong, autonomous and effective governance across our richly mixed economy of schools – maintained, voluntary aided, and academy and independent registered status, some of which stand alone and others in varying forms of partnership and federation.

This interactive session introduces governors to the legislation and guidance around SEND. Governors will have an opportunity to reflect on and discuss the complex issues surrounding effective inclusion, and to explore their role in supporting schools to ensure the best possible outcomes for their pupils with SEND.

This course will focus on:

- Promote all forms of equality and foster greater understanding of and respect for people, with a particular focus on SEND.
- Provide high quality education and successful outcomes for pupils with SEND.
- Effectively engage with parents, carers, other stakeholders and agencies to support all SEND pupils.

Cost: £95 per delegate or free as part of the Governor Training Package

Tackling Inequalities: How can Governors Improve Outcomes for those at Risk of Exclusion and What Should they know before Considering an Exclusion?

Hackney Governance Services

Short course

Thursday, 12 November 2020, 6pm – 8pm

Thursday, 25 March 2021, 9am – 11am

Thursday, 17 June 2021, 6pm – 8pm

Venue: The Tomlinson Centre

Who should attend?

This training is suitable for Governors and Clerks at all school phases.

This session is suitable for all school phases and also recommended for all those involved in the formal preparing for, conducting and making decisions at a Pupil Disciplinary Committee (PDC), including clerks.

We strongly advise that governors who play a role PDCs have participated in exclusion training within the last 2 years. New headteachers/principals and other school leaders involved in the exclusions processes of the school should also be encouraged to attend this exclusions training.

Course overview

This session will address why governors should have a clear oversight of behaviour management strategies in school, including the impact of specific strategies and interventions provided by the school and external partners. It will help governing boards to understand issues related to the use of exclusions as well as the longer term impact of on children who are excluded from school.

The session will help all those involved in the formal process of pupil exclusions to understand and apply the statutory guidance [Exclusion from maintained schools, academies and pupil referral units in England September 2017](#), to ensure that all fixed term and permanent exclusions comply with ethical and legal requirements.

This session will focus on how governing boards can ensure:

- Contextualise the issues for those young people most at risk of exclusions from across the educational landscape and within Hackney schools.
- Consider actions that will support the improvement to outcomes for all children, particularly those most at risk of exclusions.
- Reflect on the ethical and legal aspects when evaluating why your school has recommended an exclusion and ensure this is lawful, considered and unbiased.
- Understand what happens at an Independent Review Panel (IRP) when parent appeal the governors' decision to permanently exclude their child.

Cost: Free to all Hackney schools. For non-Hackney schools - £95 per delegate or free as part of the Governor Training Package.

Wellbeing: How do Governors Ensure the Development of Emotional, Mental Health and Wellbeing of Children?

Hackney Governance Services

Short course

Tuesday, 13 October 2020, 9am – 11am

Thursday, 6 May 2021, 9am – 11am

Venue: The Tomlinson Centre

Who should attend?

This session is suitable for all school phases, and is recommended for Clerks as well as Governors.

Course overview

This session will give you an insight into the ways in which schools can ensure they are places where young people's wellbeing is paramount and where they can be taught to develop mentally healthy approaches to their future lives. You will be given the opportunity to understand your role in monitoring this work and asking the right questions to help your school develop this area.

This course will focus on how governing boards can ensure:

- To explore the legislation and guidance on young people's wellbeing.
- To explore the ethos and features of schools that provide for young people's wellbeing.
- To identify the actions required and challenges faced, by governors to support this work.

Cost: £95 per delegate or free as part of the Governor Training Package.

Bespoke Governance Training

All Bespoke Governor Training is offered to the full governing board, and is tailored to your school. Each session is £350 per 2 hour session; approximately.

Connecting Leadership and Governance: Ensuring Clarity of Vision, Ethos and Strategic Direction

This session will bring together the chair and the headteacher to enable an effective collaboration between leadership and governance of the school. Understanding the immediate and future strategic challenges for your school(s) and having clarity about the next step of this journey, prompts a fresh look at the governance and leadership arrangements.

This session will focus on optimizing the way that governors/ trustees interact with senior leaders to ensure clarity of vision, ethos and strategic direction of your school.

This training is included in the Governance Clerking Service package.

Understanding School Data

Targeted according to EYFS, primary or secondary, this session will focus on the use of evidence based information and comparative data to strengthen the governance of your school. The session will cover data analysis in the following areas:

- Curriculum - Legal requirements.
- Teaching and Learning.
- Behaviour, attendance and wellbeing.
- Pupil outcomes.
- Impact of strategies.

This training can be included in the cost of the Leadership and Management Support Package.

Supporting the Governance of Finance Matters

This session will focus on helping governors to oversee the financial performance of the organisation, make sure its money is well spent, ensure compliance and robust systems, and minimize risk.

This training can be included in the cost of the School Finance and Bursarial Support package.

Supporting the Governance of Human Resources Matters

This session will focus on helping governors to develop better HR procedures and ensure the school is complaint in all its practices.

This training can be included in the cost of the Human Resources package.

Preparing for Ofsted

This session will focus on tailored training to ensure governors be better prepared to respond to Ofsted's key lines of enquiry during an inspection of your school.

Headteacher Performance Management

This session will provide tailored training on the process of conducting the appraisal of Executive/ Headteachers/ Principals. The session will include training on:

- The regulations, and why it is crucial for governors to get performance management right.
- Ways to ensure the appraisal process drives school/ system improvement by comparing practises across our schools.
- Ways to recognise and reward success.

Reviewing the Effectiveness and Impact of Governance in your School

Provides an objective view of the effectiveness and impact of governance in your school.

Identifies strengthens and potential weaknesses and recommend actions that will further strengthen the capacity of the governing board

Facilitating your Governing Board Strategic Planning Day

Strategic support in planning and facilitating a session to enable fresh thinking about the role of governance that ensures development of vision, accountability of performance and management of key risks of the school's strategic developments.

Primary Leadership

Annual Headteachers' Conference

National Contributors

One day conference

Friday, 29 January 2021, 9am – 4pm

Venue: The Tomlinson Centre

Who should attend?

Headteachers, Principals and Heads of School: nursery, primary, special and secondary schools.

This annual conference gives Headteachers the opportunity to hear from national speakers on themes related to leadership and learning. It will offer the space to learn from, be inspired by, challenge and discuss current approaches with other education professionals.

Course objectives

- To provide a forum for exploring expert thinking and challenge assumptions.
- To facilitate dialogue with other professionals and leaders of learning.
- Gain a broader perspective and a national update.
- Provide opportunities to exchange insight and to network with other leaders and thinkers.

Cost: £230 per delegate, not included as part of a HLT CPD package.

Cultural Competence – Tackling Disproportionality in Attainment and Exclusion of Young Black Men

HLT Leadership and Management Team

Half day course

Friday, 20 November 2020, 9am – 12.30pm

Friday, 12 February 2021, 9am – 12.30pm

Friday, 21 May 2021, 9am – 12.30pm

Venue: The Tomlinson Centre

Who should attend?

Leaders and influencers.

This session aims to ensure leaders are informed about research and current practice in the area of cultural competence. It will look at:

- The key factors in persistent underachievement.
- Leadership on equality issues.
- Unconscious bias: How background, personal experiences, stereotypes and cultural context impact on decisions and actions without you realising.
- Introduction to Racial Identity Theory.

Course objectives

- Gain an understanding of issues affecting BAME students, in particular, the factors that lead to underachievement and the causes of disproportionality.
- Enable participants to put equity at the front and centre of their work.
- Know how leaders can develop better ways to improve outcomes and life experiences of black young men and women – curriculum, inclusion and belonging.
- Learn about the racial identity models to address unconscious bias, and ensure that staff are well-equipped to include theories.

Cost: £148 per delegate, or free as part of a HLT CPD package.

Deputy Headteachers' Conference

National Contributors

One day conference

Friday, 19 March 2021, 9am – 4pm

Venue: The Tomlinson Centre

Who should attend?

Deputy Headteachers, Acting Deputy Headteachers and Assistant Headteachers, key leaders with responsibility for curriculum development, teaching and learning.

This annual conference provides an opportunity for leaders to be informed about national policy developments and research findings that affect education. It will be based on the most current issues related to teaching and learning and offer discussion, challenge and the space to debate with experts. Our conferences in the past have included speakers and experts with a national profile such as Christine Counsell.

Course objectives

- To gain a broader perspective and a national update.
- To develop a knowledge that enables you to evaluate your own thinking.
- To provide opportunities to exchange insight and to network with other leaders and thinkers.

Cost: £230 per delegate, or 2 free places as part of a HLT CPD package.

Growing Great Leaders: Pathway 1 - Starting Out

HLT Leadership and Management Team

6 session programme

Thursday, 15 October 2020, 1.30pm – 5pm

Wednesday, 9 December 2020, 1.30pm – 5pm

Tuesday, 19 January 2021, 1.30pm – 5pm

Tuesday, 23 March 2021, 1.30pm – 5pm

Wednesday, 19 May 2021, 1.30pm – 5pm

Tuesday, 6 July 2021, 9.30am – 4pm

Venue: The Tomlinson Centre

Who should attend?

This programme is aimed at aspiring or new middle leaders. It will be suitable for staff recently appointed or those starting out as curriculum, subject or pastoral managers.

Sessions will focus on specific aspects such as style, building winning teams, vision and accountability. They will include core duties such as planning, making sense of data and monitoring information, how to approach self-evaluation and accountability. The programme also looks at the wider responsibilities of middle leadership. Serving practitioners from local schools will share their perspectives and experiences on the demands and challenges facing curriculum and pastoral managers. This will support the development of practice and build confidence and presence in this important role.

Course objectives

- To develop a shared appraisal and common language about what it takes to lead subject, phase, key stage or team well.
- To be informed about current developments and international research in leading educational improvement.
- To understand different leadership styles.
- To develop people and secure improvement with confidence.

Cost: £900 per delegate, or 2 places free as part of a HLT CPD package.

Growing Great Leaders: Pathway 2 - Stepping Up

HLT Leadership and Management Team

6 session programme

Friday, 6 November 2020, 9am - 12.30pm

Wednesday, 13 January 2021, 1pm – 5pm

Tuesday, 23 March 2021, 1.30pm – 5pm

Tuesday, 18 May 2021, 1pm – 5pm

Thursday, 10 June 2021, 9am - 12.30pm

Wednesday, 7 July 2021, 1pm – 5pm

Venue: The Tomlinson Centre

Who should attend?

This programme is aimed at experienced senior managers in strategic posts, who have measurable impact on school improvement in their current roles. It is geared to growing future exceptional leaders.

This programme is suitable for experienced managers looking to extend their role and current skills. Sessions will consider the challenges and dilemmas of modern leadership. They will draw on international research about organisational effectiveness and culture. High performing serving leaders from local schools will share their perspectives and experiences in some of the sessions. This will support the development of skills, qualities and mind-set that are essential to advance educational outcomes and build sustainable improvement in challenging contexts, within a rapidly changing system.

Course objectives

- To develop a shared appraisal and common language about organisational and systems leadership
- To understand what is meant by situational leadership, style, vision, strategy.
- Crucial conversations.
- Leading change and managing complexity.
- Develop a range of strategies to deploy when managing staff individually and as a group.

Cost: £900 per delegate, or 2 places free as part of a HLT CPD package.

Ofsted Preparation for Schools due to be Inspected in 2020-21

HLT Leadership and Management Team

Half day course

Thursday, 1 October 2020, 1.30pm – 4pm

Thursday, 4 February 2021, 1.30pm – 4pm

Venue: The Tomlinson Centre

Who should attend?

Headteachers, senior and subjects leaders in schools who are within four terms from an inspection.

Staying inspection ready is incredibly important for schools. The key aim of this workshop is to help leaders prepare for external evaluation under the current Ofsted framework. The level of detail you work to depends on your existing quality assurance systems and understanding of how school inspections are organised.

Self-evaluation and corresponding analyses are just the starting points. The workshop will support leaders in collating clear, robust evidence to share with inspectors. It offers rigour, debate and reflection. The session will look at the link with school improvement.

Course objectives

- To provide up-to-date information on the most recent guidance from Ofsted.
- To enable clear and structured whole-school self-evaluation, cross-referencing this with the current education inspection framework.
- To provide practical information about the inspection process including handling the 90 minute telephone call and managing subject deep dives.
- To support leaders to decide how they can best prepare in the short, medium and long-term for an Ofsted inspection.

Cost: £148 per delegate, or 2 free places as part of a HLT CPD package.

School Leaders Breakfast Briefing Updates

HLT Leadership and Management Team

Breakfast forum

Wednesday, 21 October 2020, 8am – 9am

Tuesday, 9 February 2021, 8am – 9am

Tuesday, 18 May 2021, 8am – 9am

Venue: The Tomlinson Centre

Who should attend?

Headteachers, Head of School, Deputy Headteacher or Assistant Headteacher from a primary or secondary school.

This is a well-researched, information rich one-hour forum. It provides busy managers with a 'grab and go' update on a range of educational matters. Presentations have a swift and digestible style. Content is drawn from the national agenda and any developing news with regard to educational and social inclusion, incorporating well-being, school effectiveness and school improvement. This includes Government policy, statutory assessment outcomes, the latest guidance from Ofsted, the Department for Education and relevant published think pieces or research findings. Slides and notes, with hyperlinks, will be sent to participants.

Course objectives

- To inform leaders of current developments and research from the national agenda for education
- To be forewarned about emerging policy and legislation, and implications for schools
- To provide strategic leaders with quick, digestible information that can be disseminated to subject and pastoral managers, and quickly translated to action

Cost: £80 per delegate, or free as part of the HLT CPD Package.

SEF in a Day

HLT Leadership and Management Team

One day course

Tuesday, 1 December 2020, 9.30am – 4.30pm

Venue: The Tomlinson Centre

Who should attend?

Headteachers, senior and subjects leaders in schools.

This workshop gives leaders the opportunity to check on the accuracy of their self-evaluation against the 2019 Education Inspection Framework. The session will support leaders in articulating their school's current position. It is designed to help schools review their self-evaluation summaries. The workshop will identify the evidence base which can be drawn on to make judgements; look at the language used when writing an effective self-evaluation summary and provide examples.

Course objectives

- To present a convincing, accurate evaluation of the school's achievements against the current Ofsted grade descriptors.
- To construct a concise self-evaluation report with a clear evidence trail.
- To identify whether there are gaps in the evidence or where some further evidence gathering and evaluation is needed.

Cost: £230 per delegate, or 2 free places as part of a HLT CPD package.

Teaching and Learning

Newly Qualified Teachers

Our primary programme offers Newly Qualified Teachers (NQTs) access to a comprehensive programme of training and support. The cost of the programme includes the charge for us to act as your NQT Appropriate Body. This is support for induction mentors and the administration of NQT assessment paperwork. The training programme will be a blended mix of online and face to face sessions. Alongside the training sessions, teachers will have the opportunity to work in triads and visit schools to observe experienced teachers and see other settings.

The programme consists of twelve taught sessions, followed by nine school visits. Key principles of teaching are examined followed by a visit to one another's schools to observe best practice. A web portal of resources is available to NQTS and their mentors.

Some examples of the sessions include: Embedding positive behaviours for learning; Examining progress in the classroom through AFL; The Reading classroom; Purposeful marking and feedback; Developing a numerate child; Supporting pupils with SEND in the classroom

Appropriate Body

High quality on and offline guidance, resources and training for you, induction tutors and mentors to ensure you meet all of your statutory requirements. A paperless online assessment management system, available to schools in Hackney and elsewhere. This service is available to all primary, secondary and academy settings.

The service includes:

- statutory functions.
- online support, resources and assessment.
- induction tutor training and networks.
- quality assurance of schools induction processes.
- face to face support – this can incur an additional charge for teachers who require additional support during induction.

These programmes are available on an academic year or termly basis. For more information and pricing, please call 020 3076 1516 or email cpdadmin@learningtrust.co.uk. **This is not part of the HLT CPD package.**

Enhancing Literacy

Jump into a Book Group

Primary Teaching and Learning Team

Half day course

Friday, 5 February 2021, 1pm – 4pm

Venue: The Tomlinson Centre

Who should attend?

Literacy leads, SENCOs and persons with responsibility for leading reading.

This course looks at running a book group with children in school.

Course objectives

- To support development of thinking, understanding and engagement.
- To develop skills for engaging and choosing books.

Cost: £148 per delegate, or free as part of a HLT CPD package.

Jump into a Book Together – Running Parents and Carers Reading Workshops

Primary Teaching and Learning Team

Half day course

Friday, 15 January 2021, 1pm – 4pm

Venue: The Tomlinson Centre

Who should attend?

Literacy leads, SENCOs and persons responsibility for leading reading.

The purpose of this Jump into a Book Together is training on delivering six workshops for parents and carers in building confidence in reading at home, sharing and talking about books.

Course objectives

- To increase the parents/carers involvement in children's reading.
- To encourage and support reading routines and expectations for parents/carers.
- To support parents/carers in how to engage with talk around books.

Cost: £148 per delegate, or free as part of a HLT CPD package.

Modern Foreign Languages

Joint MFL (Spanish): Conference

Primary and Secondary Teaching and Learning Consultants

One day course

Friday, 25 June 2021, 9am –4pm

Venue: The Tomlinson Centre

Who should attend?

Primary and secondary language teachers.

This conference will be planned over the academic year with an agenda circulated in due course.

Course objectives

- To share the learning and the outcomes of the content and language integrated learning work (CLIL).
- To explore classroom strategies that can be used to promote listening skills in language lessons.

Cost: £230 per delegate per session, or free as part of a HLT CPD package.

MFL (Spanish): Forums

Primary and Secondary Teaching and Learning Consultants

Twilight forum

Wednesday, 14 October 2020, 4pm – 6pm

Thursday, 21 January 2021, 4pm – 6pm

Thursday, 11 March 2021, 4pm – 6pm

Venue: The Tomlinson Centre

Who should attend?

Primary subject leaders and teachers of Spanish and secondary Heads of MFL.

October 2020 will focus on using an escape room to promote speaking and problem solving. The session will be run by Jesus Hernandez Gonzalez in Spanish.

January 2021 will be a Teachmeet where teachers from both primary and secondary share examples of good classroom practice and international projects.

March 2021 will focus on moderation of work from year 6 and year 7 to agree standards.

Course objectives

- To increase the teaching of Spanish through other curriculum areas (CLIL).
- To develop the role of Spanish subject leaders in every school.
- To set up a network of expertise across primary and secondary schools.

Cost: £90 per delegate, or free as part of a HLT CPD package.

Monitoring and Moderation

KS1 Writing Moderation Leaders Training

Primary Teaching and Learning Team

Half day course

Tuesday, 9 February 2021, 8.30am – 12pm

Venue: The Tomlinson Centre

Who should attend?

Year 2 teachers, assessment leads, Deputy Heads and Headteachers. Trained KS1 moderators do not need to attend.

This training session will use the standardisation materials to enhance current practice in moderating writing.

Course objectives

- To strengthen our understanding of the differences between each of the 3 national standards for English writing for Year 2.

Cost: £148 per delegate, or free as part of a HLT CPD package.

KS2 Writing Moderation Leaders Training

Primary Teaching and Learning Team

Half day course

Tuesday, 9 February 2021, 1pm – 4.30pm

Venue: The Tomlinson Centre

Who should attend?

Year 6 teachers, assessment leads, Deputy Heads and Headteachers. Trained KS2 moderators do not need to attend.

This training session will use the standardisation materials to enhance current practice in moderating writing.

Course objectives

- To strengthen our understanding of the differences between each of the 3 national standards for English writing for Year 6.

Cost: £148 per delegate, or free as part of a HLT CPD package.

Moderation of Maths and Literacy in Year 2

Primary Teaching and Learning Team

One day course

Tuesday, 23 March 2021, 9am – 3.30pm

Venue: The Tomlinson Centre

Who should attend?

Year 2 teachers and is suitable for both experienced teachers and those new to the profession.

The day will explore and understand the standards in Year 2 and to work with colleagues on moderating pupils work. This is a practical session.

Course objectives

- To understand how external moderation will work in 2021.
- To review exemplification materials and Teacher Assessment Frameworks
- To gain a clear understanding of acceptable evidence for reading and maths.
- To identify differences between WTS, EXS and GDS writing (training and practical session).

Course requirements

Teachers must bring childrens books for maths and writing to the day (1 of each standard) WTS/EXS/GDS.

Cost: £230 per delegate, or free as part of a HLT CPD package.

Moderation of Writing in Year 6

Primary Teaching and Learning Team

Half day course

Wednesday, 31 March 2021, 1.30pm – 4.30pm

Venue: The Tomlinson Centre

Who should attend?

Year 6 teachers and is suitable for both experienced teachers and those new to the profession.

This practical session is to explore and understand the standards in Year 6 and to work with colleagues on moderating pupils work in writing.

Course objectives

- To understand the TAF statements and overall standards in Year 6 writing.
- To gain opportunities to work with colleagues to moderate judgements in writing referencing national standard guidance (training and practical session).

Course requirements

Teachers must bring childrens books for writing (1 of each standard) WTS/EXS/GDS.

Cost: £148 per delegate, or free as part of a HLT CPD package.

Moderation of Year 2 Writing: Securing Judgements

Primary Teaching and Learning Team

Twilight course

Wednesday, 5 May 2021, 4pm – 5.30pm

Venue: The Tomlinson Centre

Who should attend?

Year 2 teachers and is suitable for both experienced teachers and those new to the profession.

This practical session is designed to support teachers identify and secure the standards in writing for their children. Some children demonstrate the statements within writing but at times teachers are not sure if the evidence shows this securely.

Course objectives

- To secure a judgement for the pupils writing.
- To provide ideas on how to find and address gaps in children's learning.

Course requirements

Teachers must bring childrens books for writing to the session (1 of each standard) WTS/EXS/GDS.

Cost: £90 per delegate, or free as part of a HLT CPD package.

Moderation of Year 6 Writing: Securing Judgements

Primary Teaching and Learning Team

Twilight course

Wednesday, 26 May 2021, 4pm – 5.30pm

Venue: The Tomlinson Centre

Who should attend?

Year 6 teachers and is suitable for both experienced teachers and those new to the profession.

This practical session is designed to support teachers identify and secure the standards in writing for their children. Some children demonstrate the statements within writing but at times teachers are not sure if the evidence shows this securely.

Course objectives

- To secure a judgement for the pupils writing.
- To provide ideas on how to find and address gaps in children's learning.

Course requirements

Teachers must bring childrens books for writing to the session (1 of each standard) WTS/EXS/GDS.

Cost: £90 per delegate, or free as part of a HLT CPD package.

Phonics Screening Check: The Administration Explained

Primary Teaching and Learning Team

Twilight course

Wednesday, 28 April 2021, 4pm – 5.30pm

Venue: The Tomlinson Centre

Who should attend?

Year 1 teachers, teaching assistants and those responsible for leading the phonics screening check.

This course will ensure participants are clear about the organisation and administration of the KS1 phonics check in 2021. We will look at local and national guidance, consider lessons learned from the last few years and review and discuss national video exemplar materials together.

Course objectives

- To provide an overview of the purpose of the Year 1 Phonics Screening Check (KS1).
- To consider what schools need to do to prepare for the check.
- To provide information on access arrangements for the check.
- To outline how the check should be administered and reported.
- To provide guidance about statutory monitoring arrangements for the phonics check.

Cost: £90 per delegate, or free as part of a HLT CPD package.

Pre-Key Stage 1 and 2 Moderation - Moderation of the Pre-Key Stage Standards for Both Phases

Primary Teaching and Learning Team

Half day course

Tuesday, 18 May 2021, 1.30pm – 4.30pm

Venue: The Tomlinson Centre

Who should attend?

Year 2 and year 6 teachers with pupils judged to be pre-key stage standards. Teachers who lead ARP units within schools.

To examine standards and exemplification materials to support KS1 and KS2 for pre-key stage standards.

Course objectives

- To provide the opportunity to view the exemplification materials available.
- To develop an understanding of what evidence can be used to demonstrate the standards.
- To moderate pupils' work that teachers will bring along relating to their pupils. This will be a collaborative approach.

Course requirements

You are required to bring pupils work with you at the pre-key stage standards.

Cost: £148 per delegate, or free as part of a HLT CPD package.

Music

Annual Music Conference

Hackney Music Service

Half day virtual event

Friday, 11 September 2020, 10am – 12.30pm

Venue: Online

Who should attend?

The conference is targeted at headteachers, subject leaders of music and the arts in both primary and secondary settings, all general class teachers involved in delivering the music curriculum, teachers from SEND settings, school governors, instrumental tutors and network partners. Essentially, anyone who has an interest in music education and education in Hackney. Please note priority places will be given to Hackney delegates.

The music education sector has always been resilient in times of great change and challenge. In the wake of Coronavirus Pandemic, we ask the question **‘How can we keep music education alive in our schools and community at a time of social distancing?’ *Challenges and chances; reset, remodel, rejuvenate.*** This virtual session will include guest speakers and a panel discussion representative of those involved in the delivery of music education from schools and music providers as well as young people.

Cost: Free to all Hackney schools.

Primary Subject Leader Forum: Music

Primary Teaching and Learning Team

Twilight course

Tuesday, 22 September 2020, 4pm – 6pm

Thursday, 25 March 2021, 4pm – 6pm

Monday, 24 May 2021, 4pm – 6pm

Venue: The Tomlinson Centre

Who should attend?

Primary school subject leaders and coordinators of music.

These sessions are to update music subject leaders with current developments in the teaching and learning of primary music.

Course objectives

- To create a network of expertise.
- To share new developments and enrichment opportunities.
- To share best practice and have a professional dialogue.

Cost: Free to all Hackney primary schools – Funded by the Music Hub grant.

Primary Subject Leader Forums

Primary Subject Leader Forum: Geography

Primary Teaching and Learning Team

Twilight course

Tuesday, 17 November 2020, 4pm – 6pm

Thursday, 18 March 2021, 4pm – 6pm

Venue: The Tomlinson Centre

Who should attend?

Primary school subject leaders and coordinators of geography.

These sessions are to help our pupils appreciate the world around them and their contribution to it.

Course objectives

- To support the planning of a coherent learning journey in the Geography curriculum that reflects the needs of your school.
- To support the planning and monitoring of progression in learning, in line with Ofsted expectations.
- To contribute to effective delivery lessons and to ensure engaged learning.

Cost: £90 per delegate, or free as part of a HLT CPD package.

Primary Subject Leader Forum: History

Primary Teaching and Learning Team

Twilight course

Tuesday, 3 November 2020, 4pm – 6pm

Wednesday, 10 March 2021, 4pm – 6pm

Venue: The Tomlinson Centre

Who should attend?

Primary school subject leaders and coordinators of history.

History is not just about coverage of content: it about developing the skills to learn about important concepts, through an enjoyable learning journey.

Course objectives

- To support the planning of a coherent learning journey in the History curriculum that reflects the needs of your school.
- To support the planning and monitoring of progression in learning, in line with Ofsted expectations.
- To contribute to effective delivery lessons and to ensure engaged learning.

Cost: £90 per delegate, or free as part of a HLT CPD package.

Primary Subject Leader Forum: Literacy

Primary Teaching and Learning Team

Twilight course

Thursday, 26 November 2020, 4pm – 6pm

Thursday, 18 March 2021, 4pm – 6pm

Venue: The Tomlinson Centre

Who should attend?

Primary school subject leaders and coordinators of literacy.

These sessions are to update English subject leaders with current developments in the teaching and learning of primary English.

Course objectives

- To enable Primary English Subject Leaders to be informed about current issues around teaching and learning in the English curriculum.
- To support the Primary English Subject Leader with specific aspects of their role.
- To explore ways of continuing to improve the quality of teaching and learning in Primary English.

Cost: £90 per delegate, or free as part of a HLT CPD package.

Primary Subject Leader Forum: Mathematics

Primary Teaching and Learning Team

Twilight course

Wednesday, 11 November 2020, 4pm – 6pm

Wednesday, 24 March 2021, 4pm – 6pm

Venue: The Tomlinson Centre

Who should attend?

Primary school subject leaders and coordinators of maths.

These sessions are to update maths subject leaders with current developments in the teaching and learning of primary maths.

Course objectives

- To update subject leaders' knowledge of key publications, research and guidance from the DfE and ofsted and to discuss the implications for leadership and management of maths.
- To have a clear overview of the statutory assessments at each phase of maths.
- To network and share best practice in teaching and assessing maths to support the leadership of the subject.

Cost: £90 per delegate, or free as part of a HLT CPD package.

Primary Subject Leader Forum: PSHE

Primary Teaching and Learning Team

Twilight course

Thursday, 5 November 2020, 4pm – 6pm

Thursday, 1 July 2021, 4pm – 6pm

Venue: The Tomlinson Centre

Who should attend?

Primary school subject leaders and coordinators of PSHE.

These sessions are designed to provide participants with the opportunity to receive up-to-date guidance on changes within the areas of PSHE and citizenship. They cover the enhanced responsibility for children's wellbeing in the Ofsted framework and how to fulfil these through curriculum work. It will include opportunities to explore the DfE guidance on promoting british values in schools to ensure young people leave school prepared for life in modern Britain and the responsibilities included in the prevent strategy.

Course objectives

- To create a network of expertise.
- To share new developments and enrichment opportunities.
- To share best practice and have a professional dialogue.
- To ensure that RSE is incorporated into schools curriculum.

Cost: £90 per delegate, or free as part of a HLT CPD package.

Primary Subject Leaders Forum: Religious Education

Primary Teaching and Learning Team

Half day course

Tuesday, 10 November 2020, 1.30pm – 6pm

Tuesday, 16 March 2021, 1.30pm – 6pm

Tuesday, 15 June 2021, 1.30pm – 6pm

Venue: The Tomlinson Centre and Hackney Schools

Who should attend?

Primary school subject leaders and coordinators of RE.

Through Religious Education all pupils are taught to develop spiritually, academically, emotionally and morally in a way that enables them to understand and value themselves and others and to better cope with the opportunities, challenges and responsibilities of living in a rapidly changing, multicultural world.

Course objectives

- To provide updated primary RE schemes of work.
- To support coordinators in the planning and monitoring of learning in line with the agreed syllabus and Ofsted expectations.
- To deliver training on pedagogy to improve the teaching and learning of RE in schools.

Cost: Free to all Hackney primary schools.

Primary Subject Leader Forum: Science

Primary Teaching and Learning Team

Twilight course

Wednesday, 25 November 2020, 4pm – 6pm

Wednesday, 3 February 2021, 4pm – 6pm

Venue: The Tomlinson Centre

Who should attend?

Primary school subject leaders and coordinators of science.

These sessions are to update science subject leaders with current developments in the teaching and learning of primary science

Course objectives

- To enable science subject leaders to be informed and updated on current issues in primary science, including Ofsted deep dives.
- To support the science subject leader with specific aspects of their role.
- To explore ways of continuing to improve the quality of teaching and learning in science.
- To provide engaging and interesting ideas to teach the science curriculum.

Cost: £90 per delegate, or free as part of a HLT CPD package.

Wellbeing of Pupils

Behaviour and Attitudes: Using an Audit to Support Schools to Secure a Judgement of Good or Better

Primary Teaching and Learning Team

Half day course

Wednesday, 24 March 2021, 9am – 12pm

Venue: The Tomlinson Centre

Who should attend?

PSHE leads, senior leaders and behaviour leads with a responsibility for behaviour and wellbeing.

Working with SLT and school subject leads, information will be gathered and used to evaluate and action plan through:

- discussion with SLT, leaders, teachers and pupils.
- lesson visits and scrutiny of work.
- review of key documentation.

Course objectives

- To evaluate current practice and evidence to support a judgement of good or better within the Ofsted framework.
- To enable reflection on current best practice, and how this can support ethos and priorities within schools.
- To consider how to plan and show progress for pupils with identified behaviour and SEMH needs.
- To provide the opportunity for action planning to embed and develop practice.

Cost: £148 per delegate, or free as part of a HLT CPD package.

Building a Resilient Classroom

Primary Teaching and Learning Team

Half day course

Wednesday, 2 December 2020, 9am – 12pm

Venue: The Tomlinson Centre

Who should attend?

PSHE leads, senior leaders and behaviour leads with a responsibility for behaviour and wellbeing.

The session will examine building resilient classrooms through an emphasis on the teacher's social and emotional well-being and competence. With a focus on their own well-being first, participants will better understand how to support their pupils with the skills they need to manage the complex situations they encounter.

Course objectives

- To discuss the impact of positive attachment and its effect on lifelong learning.
- To discuss the five domains of emotional intelligence in practice.
- To understand the role of an emotionally intelligent teacher.
- To share best practice and strategies to promote resilience and wellbeing within a classroom setting.

Cost: £148 per delegate, or free as part of a HLT CPD package.

Deep Dive into PSHE

Primary Teaching and Learning Team

Half day course

Wednesday, 3 February 2021, 9am – 12pm

Venue: The Tomlinson Centre

Who should attend?

PSHE leads, senior leaders and behaviour leads with a responsibility for behaviour and wellbeing.

Working with SLT and school subject leads, information will be gathered and used to evaluate and action plan through:

- discussion with SLT, leaders, teachers and pupils.
- lesson visits and scrutiny of work.
- review of key documentation.

Course objectives

- To support the planning and delivery of a deep dive in PSHE within an audit framework.
- To provide the opportunity for schools to self-reflect and evaluate the evidence of current practice and to share best practice.
- To consider how PSHE underpins and supports the grade descriptors of 'personal development' and 'behaviour and attitudes' within the Ofsted framework.
- To provide the opportunity for action planning to embed and develop practice.

Cost: £148 per delegate, or free as part of a HLT CPD package.

Developing an Eco School

Primary Teaching and Learning Team

Half day course

Wednesday, 23 June 2021, 1pm – 4pm

Venue: The Tomlinson Centre

Who should attend?

SLT and school leaders who look after the environment.

The Eco-Schools Programme is pupil-led, involving hands-on learning that gets the whole school and the wider community involved in exciting environmental projects. Eco-Schools develop pupils' skills, raises environmental awareness, improves the school environment and creates financial savings for schools as well as a whole host of other benefits

Course objectives

- To discover how you can make the most from your curriculum to becoming a recognised Eco- School of the future.

Cost: £148 per delegate, or free as part of a HLT CPD package.

Evidencing the Planning and Progress of SEMH Pupils within the New Ofsted Framework

Primary Teaching and Learning Team

Half day course

Wednesday, 21 October 2020, 9am – 12pm

Venue: The Tomlinson Centre

Who should attend?

School leaders responsible for SMSC and PSHE leads.

Now more than ever, the progress of SEMH pupils is crucial and the planning for these pupils development remains high on everyone's agenda.

Course objectives

- To examine the 'behaviours and attitudes' and 'personal development' sections of the Ofsted framework and to discuss what this means for your school.
- To share best practice on 'behaviours and attitudes' and 'personal development' and how this supports schools to attain a judgment of 'good' or better within the Ofsted framework.
- To share ways in which to monitor and evaluate the progress of pupils with SEMH.
- To write an action plan that is purposeful to your own SEMH pupil cohort and school setting.

Cost: £148 per delegate, or free as part of a HLT CPD package.

Year Group Development

New to Teaching Year 2

Primary Teaching and Learning Team

Half day course

Tuesday, 22 September 2020, 1pm – 4pm

Venue: The Tomlinson Centre

Who should attend?

Year 2 teachers; experienced teachers new to Year 2 and those new to the profession.

Are you new to teaching this year group? Let us walk you through all the jargon and statutory information required to help make the year run smoothly. Dissemination of statutory requirements and how external moderation will work in 2021.

Course objectives

- To gain a good understanding of the exemplification materials.
- To understand the assessment frameworks - take the faff from the TAF (teacher assessment framework).
- To gain a clearer understanding of the standards.

Cost: £148 per delegate, or free as part of a HLT CPD package.

New to Teaching Year 6

Primary Teaching and Learning Team

Half day course

Wednesday, 23 September 2020, 1pm – 4pm

Venue: The Tomlinson Centre

Who should attend?

Year 6 teachers; experienced teachers new to Year 6 and those new to the profession.

Are you new to this year group? Don't panic. Let us unpick all the statutory work that you will deliver. Let's unpick the jargon that goes with Year 6.

Course objectives

- To have a clear approach to the year ahead.
- To examine approaches to effective assessment.
- To be aware of the administration and preparation for the end of KS2 tests.
- To take the faff out of the TAF (teacher assessment framework).

Cost: £148 per delegate, or free as part of a HLT CPD package.

Teaching the Times Tables

Primary Teaching and Learning Team

Half day course

Wednesday, 20 January 2021, 1.30pm – 4.30pm

Venue: The Tomlinson Centre

Who should attend?

Year 3 and 4 teachers; maths subject leader

Now that the multiplication tables check (mtc) is statutory many schools are considering how to ensure their year 4 pupils will be ready for the assessment by June 2021. What are the best ways to help pupils to secure their multiplication tables knowledge? This half-day course is a brief chance to consider what teachers can do to feel ready for this new assessment.

Course objectives

- To try out teaching ideas, activities and games aimed at strengthening pupils' fluent recall.
- To check staff understand the scope and structure of the multiplication tables check assessment.
- To consider both school level preparations (IT requirements) and class considerations (including access arrangements).
- To consider how children learn multiplication tables facts, particularly focusing on lower key stage 2 and developing fluent recall.

Cost: £148 per delegate, or free as part of a HLT CPD package.

Year 2 - An Effective Year 2 Provision

Primary Teaching and Learning Team

Half day course

Tuesday, 1 December 2020, 1pm – 4pm

Venue: The Tomlinson Centre

Who should attend?

Year 2 teachers and is suitable for both experienced teachers and those new to the profession.

An opportunity to showcase and share effective practice from year 2 teachers. Ideas for maximising pupil engagement. Spelling, punctuation and grammar for purpose and strategies to support greater depth writing. Exploring fluency, reasoning and problem solving into every maths lesson. It is the 'how to' for year 2 teachers.

Course objectives

- To give an update of essential documents required for teaching Year 2.
- To prepare teachers for the undertaking of KS1 moderation.
- To deal with unseen information in reading.
- To ensure there is great evidence across the board in maths.
- To explore a range of activities to support learning and teaching in year 2.
- To provide an overview of appropriate resources which will support progress for all children.

Cost: £148 per delegate, or free as part of a HLT CPD package.

Year 6 - An Effective Year 6 Provision

Primary Teaching and Learning Team

Half day course

Wednesday, 2 December 2020, 1.30pm – 4.30pm

Venue: The Tomlinson Centre

Who should attend?

Year 6 teachers and is suitable for both experienced teachers and those new to the profession.

An opportunity to showcase and share effective practice from year 6 teachers. Ideas for maximising pupil engagement. Spelling, punctuation and grammar for purpose and strategies to support greater depth writing. Exploring fluency, reasoning and problem solving into every maths lesson. It is the 'how to' for year 6 teachers.

Course objectives

- To give an update of essential documents required for teaching Year 6. To prepare teachers for the arrangement of KS2 writing moderation.
- To deal with unseen information in reading.
- To build daily reasoning into maths lessons.

Cost: £148 per delegate, or free as part of a HLT CPD package.

Safeguarding and Child Protection

A Refresher in Safeguarding and Child Protection

Safeguarding in Education Team

Half day course

Thursday, 8 October 2020, 1.30pm – 4.30pm

Wednesday, 10 March 2021, 9.30am – 12.30pm

Venue: The Tomlinson Centre

Who should attend?

All school staff working with children and young people.

This course provides a refresher for safeguarding and child protection, including the categories of abuse and how to recognise the signs and indicators of abuse. It will cover the relevant legislation and guidance and the role of Hackney Children's Social Care.

Course objectives

- To refresh awareness of and an ability to act on concerns about the safety and welfare of children and young people in line with current legislation.
- To refresh awareness of national and local procedures to be followed in safeguarding children, including the ways in which information is shared across professional boundaries and recorded appropriately.
- To revisit guidelines for good and safe practice, keeping professional boundaries, dealing with allegations against staff and whistle blowing.

Cost: £148 per delegate, or free as part of a HLT CPD package.

An Introduction to Safeguarding and Child Protection

Safeguarding in Education Team

Half day course

Wednesday, 14 October 2020, 1.30pm – 4.30pm

Thursday, 4 March 2021, 9.30am – 12.30pm

Venue: The Tomlinson Centre

Who should attend?

All school staff working with children and young people.

This course provides participants with an overview of safeguarding and child protection, including the categories of abuse and how to recognise the signs and indicators of abuse. It will cover the relevant legislation and guidance and the role of Hackney Children's Social Care.

Course objectives

- To develop an awareness of and an ability to act on concerns about the safety and welfare of children and young people in line with current legislation.
- To develop awareness of national and local procedures to be followed in safeguarding children, including the ways in which information is shared across professional boundaries and recorded appropriately.
- To be aware of guidelines for good and safe practice, keeping professional boundaries, dealing with allegations against staff and whistle blowing.

Cost: £148 per delegate, or free as part of a HLT CPD package.

Designated Safeguarding Leads (DSLs) Training

Safeguarding in Education Team

One day course

Wednesday, 30 September 2020, 9.30am – 4.30pm

Thursday, 28 January 2021, 9.30am – 4.30pm

Wednesday, 28 April 2021, 9.30am – 4.30pm

Thursday, 24 June 2021, 9.30am – 4.30pm

Venue: The Tomlinson Centre

Who should attend?

Newly appointed designated safeguarding leads (DSL) or DSL deputies in schools.

This course looks at the role and responsibilities of the designated safeguarding lead and provides in depth knowledge of safeguarding and child protection. It will cover the relevant legislation and guidance and the role of Hackney Children Social Care. Participants will be aware of how to handle a disclosure, making a referral, how to prepare for Ofsted and procedures for dealing with allegations against staff.

Course objectives

- To develop an understanding of the roles and responsibilities of a DSL.
- To develop an awareness of and an ability to act on concerns about the safety and welfare of children and young people in line with current legislation.
- To develop awareness of national and local procedures to be followed in safeguarding children, including the ways in which information is shared across professional boundaries and recorded appropriately.
- To be aware of the importance of ensuring that the school's policies are known by all staff and used appropriately, and to identify concerns early and provide help for children to prevent concerns from escalating.

- To be aware of guidelines for good and safe practice, keeping professional boundaries, dealing with allegations against staff and whistle blowing.

Course pre-requisites

Participants should be the in the role, or intending to undertake the role, of the designated safeguarding lead for the school or their deputy.

Participants should have previously attended the introduction to safeguarding training or equivalent.

Cost: These courses are free for Hackney schools to attend.

Designated Safeguarding Leads (DSLs) Training - Refresher

Safeguarding in Education Team

Half day course

Wednesday, 23 September 2020, 9.30am – 12.30pm

Thursday, 21 January 2021, 1.30pm – 4.30pm

Wednesday, 21 April 2021, 9.30am – 12.30pm

Thursday, 17 June 2021, 1.30pm – 4.30pm

Venue: The Tomlinson Centre

Who should attend?

Designated safeguarding leads (DSL) or DSL deputies in schools who have attended previous DSL training. This refresher training should be undertaken every two years.

This course provides a refresher in terms of safeguarding and child protection and the role of the DSL. Participants will revisit safe working practice and the importance of record keeping, how to prepare for Ofsted and a reminder of the procedures for dealing with allegations against staff.

Course objectives

- To refresh awareness of the roles and responsibilities of a DSL.
- To refresh awareness of and an ability to act on concerns about the safety and welfare of children and young people in line with current legislation.
- To refresh awareness of the importance of ensuring that the school's policies are known by all staff and used appropriately, and to identify concerns early and provide help for children to prevent concerns from escalating.
- To refresh awareness of national and local procedures to be followed in safeguarding children, including the ways in which information is shared across professional boundaries and recorded appropriately.

- To revisit guidelines for good and safe practice, keeping professional boundaries, dealing with allegations against staff and whistle blowing.

Course pre-requisites

Participants should have previously attended the designated safeguarding lead training or equivalent.

Cost: These courses are free for Hackney schools to attend.

Special Educational Needs and Disabilities (SEND) and Inclusion

Advanced Skills for Delivering SLCN Interventions: Teaching Assistant Network

Speech and Language Therapy Team

Six half day course

Monday, 12 October 2020, 1pm – 3.15pm
Monday, 9 November 2020, 1pm – 3.15pm
Monday, 7 December 2020, 1pm – 3.15pm
Monday, 11 January 2021, 1pm – 3.15pm
Monday, 8 February 2021, 1pm – 3.15pm
Monday, 8 March 2021, 1pm – 3.15pm

Venue: The Tomlinson Centre

Who should attend?

Designed for teaching assistants, learning support assistants and staff who regularly run speech and language interventions in school (experience at having run interventions previously is necessary).

This course is for teaching assistants in school who have experience of delivering speech and language interventions and are looking for an opportunity to develop their knowledge and skills in depth. Topics covered include: how speech, language and communication skills develop; techniques and strategies for high quality interventions; outcome measures; self-reflection and observation skills.

Course objectives

- Develop advanced skills to support the delivery of speech and language interventions.
- Learn how to understand, set and measure outcomes.

- Participants join a network of staff who run interventions and can share good practice, resources and learn from each other.

Qualification gained

Certification from the children's integrated speech and language therapy service.

Cost: £540 per delegate, or free as part of a HLT CPD package.

Effective Strategies for Engaging Children with Autism

Speech and Language Therapy Team with Inclusion and Specialist Support Team

Two day course

Wednesday, 18 November 2020 and Wednesday, 20 January 2021,
9am – 4pm

Venue: The Tomlinson Centre

Who should attend?

SENCOs, teachers, teaching assistants in primary and secondary mainstream and special schools.

This course will introduce participants to a range of evidence based approaches which have been demonstrated to be successful in supporting children with ASD and can be used within the SCERTS framework. There will be a focus on strategies for learning language and social communication as well as on managing anxiety. The evidence demonstrates that when these areas are addressed, access to the curriculum and progress is enhanced.

Course objectives

- To look at the environment:
 - using visuals effectively to support understanding and provide predictability.
 - when and how to use a workstation.
- To learn how to introduce and set up a picture communication system.
- To learn about strategies which support social communication and learning, such as Intensive Interaction, and Attention Autism.
- To look at understanding my diagnosis - autism awareness for children.
- To look at independence and autonomy.

Cost: £460 per delegate, or free as part of a HLT CPD package.

Induction for New SENCOs

Inclusion and Specialist Support Team and Educational Psychology Service

Half day course

Wednesday, 7 October 2020, 9am - 12.30pm

Venue: The Tomlinson Centre

Who should attend?

SENCOs new to Hackney schools and settings.

This course welcomes new SENCOs to Hackney. You will gain insight into the range of services and support available in the borough, as well as an understanding of Hackney's approach to SEND and the processes we follow.

Course objectives

- To meet service leaders, hear about a wide range of services in Hackney, and understand how to access them for the pupils in your school.
- To meet other SENCOs new to Hackney.

Cost: Free to all Hackney schools.

Makaton Level 1

Speech and Language Therapy Team

One day course

Wednesday, 13 January 2021, 9.30am – 4.30pm

Thursday, 29 April 2021, 9.30am – 4.30pm

Venue: The Tomlinson Centre

Who should attend?

Teachers, SENCOs, learning support and teaching assistants and all professionals responsible for using and teaching Makaton, who have previously completed level 1 course.

Makaton signing and symbols can be used to support a range of learners to develop their expression and understanding. This nationally accredited one-day level 1 course (replacing the first part of Makaton foundation workshop) provides a detailed introduction to Makaton's place in supporting communication as well as practical sign vocabulary and an introduction to using symbols. Videos show how Makaton can be introduced at home or in an education setting.

Course objectives

- To learn signs and symbols of the Makaton language programme (stages 1-2).
- To understand how Makaton can be used to help pupils with communication difficulties to access learning and social interaction at school.

Qualification gained

Certified attendance of level 1 Makaton course from Makaton charity.

Cost: £75 per delegate, not included as part of a HLT CPD package.

Makaton Level 2

Speech and Language Therapy Team

One day course

Wednesday, 26 May 2021, 9.30am – 4.30pm

Venue: The Tomlinson Centre

Who should attend?

Teachers, SENCOs, learning support and teaching assistants and all professionals responsible for using and teaching Makaton, who have previously completed the level 1 course.

This nationally accredited level 2 Makaton course builds on the previous workshop to develop knowledge and understanding of both signs and symbols up to core vocabulary stage 4, and explores how to use them to support communication every day. The course will increase participants' knowledge of AAC and multi-modal communication and there are opportunities to revise and practise signing in a fun and active way. Levels 1 and 2 together are equivalent to the two-day Makaton foundation workshop previously offered.

Course objectives

- To learn signs and symbols of the Makaton language programme (stages 3–4).
- To enable staff to facilitate pupils with communication difficulties to access learning and social interaction at school using Makaton.

Qualification gained

Certified attendance of level 2 Makaton course from Makaton charity.

Cost: £75 per delegate, not included as part of a HLT CPD package.

Makaton Level 3

Speech and Language Therapy Team

Two day course

Wednesday, 9 June and Wednesday, 16 June 2021, 9.30am - 4.30pm

Venue: The Tomlinson Centre

Who should attend?

School staff and other professionals who are confident regular users of Makaton and have already attended both levels 1 and 2, or Makaton foundation workshop.

This two-day course, accredited by the Makaton charity, combines a practical approach with theory and technical information to improve participants' communication and translation skills using signs and symbols. By the end of the course, participants will have covered the entire Makaton core vocabulary (stages 1-8 with additional vocabulary). Practical sessions look in-depth at users' needs, how to adapt communication and teaching methods to suit them, and how to create opportunities for developing communication and participating in the community, using Makaton.

Course objectives

- To learn signs and symbols of the Makaton language programme (stages 5–8).
- To develop an advanced understanding of ways to use Makaton to support children with communication difficulties.

Qualification gained

On completion of both days, participants will receive national Makaton level 3 certification. This course replaces the previous 3-day enhancement workshop.

Cost: £123 per delegate, not included as part of a HLT CPD package.

Maximising Progress for Pupils with SEND

Inclusion and Specialist Support Team

One day course

Wednesday, 10 February 2021, 9am - 4pm

Venue: The Tomlinson Centre

Who should attend?

SENCOs, teachers, teaching assistants in primary and secondary mainstream and special schools.

This course will look at effective inclusive provision and curriculum access for children with a range of learning needs. It will look at how to identify pupils with needs and work out what their starting points are. Participants will learn about how to promote autonomy and independent learning for children with a range of different special educational needs, to maximise attainment and progress.

Course objectives

- To reflect on the roles of teachers and support staff and look at how teams work together for greatest impact.
- To develop a range of approaches and tools to use to identify need and plan for the progress of children and young people with send.
- To explore a number of practical strategies that can be used to ensure that work across the curriculum is differentiated in such a way as to address children and young people's individual needs.

Cost: £230 per delegate, or free as part of a HLT CPD package.

See Behaviour, Think Communication

Speech and Language Therapy Team with Inclusion and Specialist Support Team

Half day course

Thursday, 28 January 2021, 9am - 12.30pm

Venue: The Tomlinson Centre

Who should attend?

Teachers, SENCOs, teaching assistants and learning mentors in primary and secondary schools, special schools and alternative provision.

This course will explore how children and young people who have difficulties regulating their behaviour very frequently have underlying and often undiagnosed difficulties with language and communication. Participants will look at how identifying and addressing children and young people's underlying needs can have a highly positive impact on emotional regulation, reducing behavioural difficulties.

Course objectives

- To learn about ways to identify language and communication difficulties, including where children and young people have developed strategies to “mask” these difficulties.
- To understand the link between language and behaviour difficulties and how young people may mask their language difficulties.
- To look at other factors that impact on both language and behaviour, such as attachment and trauma.
- To develop a range of practical strategies to support children and young people with language difficulties, and in turn have a positive impact on emotional regulation and behaviour.

Cost: £148 per delegate, or free as part of a HLT CPD package.

SENCO Conference

Inclusion and Specialist Support Team and Educational Psychology Service

One day course

TBC, 8.30am – 4.30pm

Venue: The Tomlinson Centre

Who should attend?

SENCOs, inclusion managers and senior leaders in primary, secondary and special schools and in early year's settings.

This annual conference will give information to support the inclusion of children and young people with SEN and disabilities.

Cost: TBC per delegate.

SENCO Forum

Inclusion and Specialist Support Team and Educational Psychology Service

Half day forum

Wednesday, 16 September 2020, 2pm – 4.15pm

Wednesday, 9 December 2020, 2pm – 4.15pm

Wednesday, 27 January 2021, 2pm – 4.15pm

Wednesday, 17 March 2021, 2pm – 4.15pm

Wednesday, 9 June 2021, 2pm – 4.15pm

Venue: The Tomlinson Centre

Who should attend?

SENCOs in Hackney schools.

The forum provides an opportunity to exchange information with other SENCOs in the borough and discuss national and Hackney Learning Trust policies and initiatives.

Forum objectives

- To set up a network of expertise.
- To develop the role of SENCOs in Hackney.

Cost: Free to all Hackney schools.

Bespoke CPD Services

Some schools may wish to combine some central courses with in-school training or to have a purpose built set of courses delivered in-school or centrally. We are able to tailor our training to your individual school's requirements.

Primary Teaching and Learning Support

Price: £540.00 per day

Product code: 11/TAL/018

Introduction

Hackney Learning Trust has an outstanding record of improving teaching and learning in primary settings. Our team has helped hackney schools achieve standards at KS1 which place us joint first in the country for percentage of pupils reaching the expected standard in writing and maths. Our consultants adopt a flexible approach to meet your needs and help you deliver outstanding teaching and learning, attainment and pupil progress.

Product details

Our service can include one-to-one work with leaders, in-class support or whole school training. We can offer guidance on elements of teacher assessment and moderation and support in developing a comprehensive curriculum and ensuring skills progression in foundation subjects.

We offer bespoke support tailored to meet your needs in: Reading, Writing, Mathematics, Humanities, Computing, Science, Action Research, Religious Education, Emotional Wellbeing.

For more information, visit our website:

www.hackneyservicesforschools.co.uk/product/primary-teaching-and-learning-support or call 020 8820 7499.

Ofsted Readiness Check/One Day Review

Price: £680 per day per advisor

Product code: 10/LAM/012

Introduction

We can deliver a condensed, bespoke one-day review of school leadership, management and teaching. A written report, highlighting both effective practice and next steps will be produced that can be shared with governors and other stakeholders. The review can focus on an issue raised in an Ofsted inspection or on aspects identified through your own self-evaluation. Verbal feedback is given at the end of the day, and a written report linked to the grade descriptors of the Ofsted framework will follow.

Product details

We provide two or three leadership and management advisers, depending on the size of your school who will:

- Observe teaching, evaluate data and scrutinise planning and books.
- Match judgements for the key elements of the teaching profile.
- Provide guidance on how to improve teaching and learning and share other strategies for improvement.

For more information, visit our website:

www.hackneyservicesforschools.co.uk/product/ofsted-readiness-checkone-day-review or call 020 8820 7499.

Bespoke Cultural Competency CPD Training

Product code: 10/LAM/016

Challenging disproportionality - promoting cultural competency

One-day in situ training, bespoke to context of serving leaders, whole or part of a staff team such as SLT, GB, MLT or TAs to support the delivery of an explicit approach to Cultural Competency and associated key equality concepts.

The programme will focus on:

- Unconscious bias and cultural bias.
- Racial identity development theory.
- Post traumatic slave syndrome.
- Cultural competency and inclusive leadership.

Cost: £890 plus VAT

Additional options:

(half-day/full day, one year later, to impact evaluate progress, co-designing the process with school leaders)

- Initial one-day training as above plus half-day follow-up session to support with planning - applying the main learning points from the training.

Cost: £1,200 plus VAT

- All of the above plus a day, one year later, to impact evaluate progress.

Cost: £1,800 plus VAT

- All of the above plus a written report produced in a format co-designed with the school.

Cost: £1,890 plus VAT

For more information, visit our website:

<https://www.hackneyservicesforschools.co.uk/product/cultural-competence-training> or call 020 8820 7499.

Inclusion Bespoke Services and Training

Our specialist teachers will work with you to support the specific needs of your school, from supporting the writing of policy and understanding new legislation to providing differentiated classroom strategies to support inclusion. We also offer support and advice on:

- Observation, assessment, consultation and modelled curriculum approaches.
- Specific areas of need such as ASD, Down syndrome and medical needs.
- Mobility for visually impaired pupils (provided for free to Hackney schools).
- ASD family intervention: school based support.
- Assistive technology assessments and advice (pupils not meeting the criteria for free intervention).

Inset days, half days and twilight sessions

Training is designed around the individual school or setting's needs. Package delivered have included ASD awareness, inclusion and equality, differentiation, literacy and maths for children with SEND and specific learning difficulties and dyslexia.

For more information, visit our website:

www.hackneyservicesforschools.co.uk/categories/inclusion or call 020 8820 7326.

Hackney Schools Primary Assessment Network

Product code: 10/LAM/020

Monday, 16 November 2020, 1pm - 4pm – School based

Monday, 25 January 2021, 1pm - 4pm – School based

Monday, 22 March 2021, 1pm - 4pm – School based

Thursday, 20 May 2021, 1pm - 4pm – School based

Monday, 28 June 2021, 1pm - 4pm – The Tomlinson Centre

The Hackney Schools Primary Assessment Network is a **group of senior leaders responsible for assessment who meet in forum style sessions**, and share regular communications about best practice and research.

The aims of the network are to:

- Seek guidance and advice from one other assessment leaders
- Share and discuss best practice and innovation in the area of assessment
- Explore best practice in assessment informed by current research and engage in in local trials and research.

The Hackney Schools Primary Assessment Network will:

- **Examine developments** within statutory assessment and benchmarking at the end of EYFS, KS1 and KS2.
- **Support leaders** in the development and evaluation of their assessment strategy and practices which includes visiting speakers.
- **Showcase local best practice** from school including work in progress.
- **Inform leaders about key publications, research and guidance** from the DfE and OFSTED as well as leading research organisations, and discuss the implications for the leadership and management of assessment.
- **Publish** any work and innovation that emerges.

Cost: £150 plus VAT per school for joining the network which includes access to all of the network meetings for school assessment leaders and headteachers.

For more information, please call 020 8820 7499.

Teaching Schools Information



Future stars TSA is an alliance of creative like-minded schools based in and around north east London. The alliance is led by Queensbridge primary school an outstanding national support school.

Sarah bailey OBE, our executive headteacher, is a national leader of education and Ofsted inspector.

Future stars TSA works in partnership with the DfE to provide support for schools across the north east region of England with teaching and learning, recruitment and retention and the challenges faced by teacher workload. We are also the Hackney Learning Trust formally approved hub school for daily supported reading and the lead primary school for restorative justice in the south of England.

In collaboration with our university partners UCL/IOE and Goldsmiths, we pride ourselves on recruiting the highest caliber of students to our school direct and PGCE programmes. We continue to nurture and support our students through their training year offering high quality mentoring from our experienced staff team and extra bespoke training sessions from the specialist leaders of education across our teaching school alliance. Our bespoke training offer continues through the NQT and RQT years and into middle and senior leadership meaning that our new teachers are well equipped to continue to flourish, develop and enjoy their careers.

As a national teaching school we have close links with research schools in our region and the education endowment foundation. We are currently working on a number of research projects linked to pupil premium, dialogic teaching and speaking, listening and vocabulary in

the early years as well as in workload reduction building on findings in the DfE workload reduction toolkit.

As an alliance we have specialist leaders of education (SLE's) able to advise schools at a strategic level in the following areas:

- Early years
- MFL
- Computing
- Restorative justice and inclusion
- Early reading
- Writing
- Maths

How to book

To find out more about our school to school support offer, our SLES or our teacher training please email swood@queensbridge.hackney.sch.uk.



The Hackney Teaching Schools' Alliance is a well-established, supportive partnership of primary, secondary and specialist schools, each with a proven track record of success.

Steered by two national teaching schools; Clapton Girls' Academy, Kingsmead primary school along with Stormont House (outstanding specialist provision, national support school) and Millfields community school, we work to improve the quality of teaching and leadership through effective collaboration and personalised support.

The HTSA prioritises:

Learning - providing high-quality, school-led professional learning via a comprehensive professional pathway from initial teacher training to senior leadership

Collaboration - creating a supportive network of schools that come together regularly to explore excellent practice at all stages of teaching

Support - providing high-quality formal school-to-school support via a network of experienced professionals

Development - providing evidence-based professional and leadership development for teachers and leaders

The HTSA provides a range of high quality professional learning which includes:

- Post graduate teacher apprenticeship with PGCE in partnership with London Metropolitan University
- A successful newly qualified teachers programme for primary and secondary phase
- A tailored middle leader training programme delivered by expert professionals

- A successful classroom practice course, aimed at teachers in their second or third year of teaching.
- Numbers count training for teachers and TAS quality assured by Edge Hill University.
- Bespoke school improvement work delivered by experienced and specialist leaders in education.
- Pupil premium review.
- Direct coaching and support opportunities from a network of national leaders of education, local leaders of education and specialist leaders of education.
- Opportunities to engage in research and development.

Where?

We are based at Clapton Girls' Academy.

How to book

To book or for information contact the HTSA on 020 8985 6641 ext 265, visit www.hackneytsa.org.uk or email htsa@clapton.hackney.sch.uk.



The New Wave Teaching School alliance is an innovative and collaborative group of 17 schools working together to improve educational outcomes for children across London and the south east.

New Wave Teaching School is a lead school for initial teacher training, working in collaboration with the Institute of Education and London Metropolitan University, offering school based routes in to teaching. The Teaching School is also a recognised NQT Appropriate Body and delivers a successful and established NQT training programme.

We have an extensive CPD and leadership development offer and are highly experienced in delivering bespoke school to school support through the deployment of our specialist leaders in education.

Our unique alliance hosts a range of specialisms and we are very proud to be able to draw upon the expertise of:

- A DfE English hub for phonics and early reading
- A DfE EdTech Demonstrator School
- 2 RWInc model schools
- A Maths Mastery lead school
- The North London Apple regional training centre
- 3 Apple distinguished schools

Further details and enquiries:

To find out more about working with us or for any enquiries please e-mail teachingschool@newwavefederation.co.uk

For further details about the alliance and the services we can offer please visit our website www.newwaveteachingschoolalliance.co.uk



PRIMARY ADVANTAGE
NATIONAL TEACHING SCHOOLS

We are eight Hackney primary schools working together, alongside a range of wider partners, because we believe we gain many benefits from working collaboratively. Three of our schools have been recognised as teaching schools for their commitment and strong track record of school to school support, ITT and CPD, and all of our schools are equally committed to the training and development of all staff.

We have a strong track record for supporting others and would like to invite even more schools to get involved with our training and development and offer of school to school support.

We offer:

- Year-long training programme for NQTs and appropriate body service.
- Training programmes for recently qualified and more experienced teachers to improve classroom practice.
- High quality CPD for teachers and leaders in: assessment, maths, science, EYFS and mentoring.
- PA maths – a package of support, resources and training used in over 60 schools nationally.
- Recruitment and training of new teachers on the school direct programme.
- School to school support – we have a highly experienced team of national leaders of education (NLES) and specialist leaders of education (SLES) with an outstanding track record in school improvement who can work with you to provide bespoke training and support to develop areas of priority in your schools.

For full details of our CPD programme see www.primaryadvantage.co.uk or contact us for more details about our training and to talk to us about school to school support at teachingschools@primaryadvantage.hackney.sch.uk or 020 7254 1010 (option 5)



The Viridis Schools Federation is successful hard federation of three successful primary schools in challenging settings.

We work in close partnership with London Metropolitan University and Hackney Learning Trust to deliver high achieving bespoke professional training and initial teacher training programmes.

We are community schools which share a commitment to ensuring that the needs of all groups of pupils are met. We are a national support school and hold the inclusion quality mark flagship status, leading parent quality mark quality mark flagship status and eco schools green flag, geography, science and art gold quality mark and international schools awards as a result of our commitment to ensure that every aspect of our offer is of the highest quality.

We have a strong track record in leadership and curriculum development, as well as school to school support for schools that are seeking to further develop excellent practice or schools in difficulty.

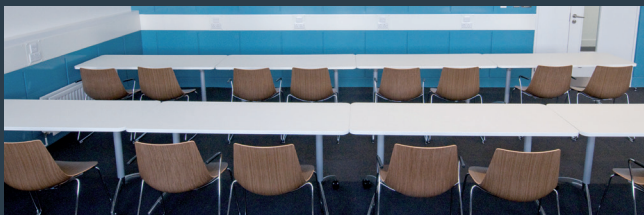
We are able to provide individual as well as whole school or group training and support. For enquiries or bookings please email adminorchard@vs.hackney.sch.uk or visit our website www.viridis-schools.co.uk.

Notes

Notes

the tomlinson centre

A modern, flexible
and affordable
conference venue
based in the heart
of vibrant
East London.



Part of Hackney Learning Trust
Queensbridge Road, London E8 3ND
Phone 020 3076 1500
www.thetomlinsoncentre.co.uk

Hackney Learning Trust

1 Reading Lane
London E8 1GQ

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