

# Autumn 2021



## CPD offer for Secondary Schools

[www.hackneyservicesforschools.co.uk](http://www.hackneyservicesforschools.co.uk)

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# Letter from Annie Gammon

Dear Colleagues,

We are delighted to present our new, updated professional development programme for colleagues in schools and settings across Hackney, London and beyond. This includes a high quality set of courses which will have a direct impact on your work leading, supporting and teaching in schools and settings, as well as some excellent innovative programmes that afford the opportunity to put learning into practice by trialling, refining and embedding different approaches between sessions.

Our CPD brochure for Autumn 2021/22, outlines the details of our revived professional development sessions tailored for all phases and roles. We have prepared our delivery 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.

Our CPD guides cover Early Years, Primary, Secondary and Post-16 phases. You will find training, for a range of roles, that is pertinent to these phases on areas such as Assessment, SEND, Safeguarding, Leadership and Governance, and Ofsted framework planning. Please take time to browse through the list of courses in the brochure or alternatively, visit our website. We have made some changes to the structure of the programme too, such as the way we communicate with you (subscribe to our termly CPD newsletter by emailing [hilary.gould@hackney.gov.uk](mailto:hilary.gould@hackney.gov.uk)) and our pricing; schools can now purchase a series of courses on a specific topic. These changes are summarised on page 6.

For 2021-22, we have decided to integrate our Governor CPD programme into the annual package, as we believe it's essential to invest in all levels of the school community and ensure that *everyone* has the opportunity to access high quality training. We also have future plans to develop training for school support staff too and welcome your suggestions for the training your staff require.

Finally, we are really excited to announce some well-regarded educationalists who have been organised to work with you and share their research. Kate Jones (retrieval practice), Marc Rowland (addressing educational disadvantage) and Sonia Gill (breaking the glass ceiling of 'Good') have all designed bespoke programmes for Hackney Education.

We are also able to provide customised training and services for schools and settings. To enquire about any of our CPD sessions or to discuss anything about our offer, please email Hilary (Lily) Gould, CPD Project Manager [hilary.gould@hackney.gov.uk](mailto:hilary.gould@hackney.gov.uk)

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

Best wishes

Annie Gammon

Director of Education, Hackney Education

# Looking Ahead in 2021-22



## Spring 2022

- Sonia Gill: Breaking the Glass Ceiling of 'Good' (1 day course)
- Teaching Spanish Transition from KS2 to KS3
- Hackney Headteachers' Conference
- Hackney Inclusion for All Conference
- Tackling Inequalities: SEND and Disabilities for Governors
- Effective Strategies for Engaging Children with Autism
- Introduction to Phonics for Secondary Teachers



## Summer 2022

- Developing Content and Language Integrated Learning: Conference on CLIL
- Annual Governors' Conference

# What's Changing?

## Termly PDF brochure

We are no longer printing our brochure and will be circulating a PDF of upcoming courses each term. Planning CPD termly allows us to meet the needs of your schools as the year progresses.

New package options to give schools more purchasing flexibility

Schools will receive a poster calendar printed termly for your staffroom

We have invited **external speakers** to share their ideas, research and new publications. Interested schools will have the opportunity to engage in **action research** to further explore and embed ideas to have meaningful impact.

All courses will be online for Autumn 2021 and we hope to be offering a blended delivery in Spring 2022

Hackney Education's Governor CPD programme is now included as part of our annual CPD package

Email [hilary.gould@hackney.gov.uk](mailto:hilary.gould@hackney.gov.uk) to subscribe to our CPD newsletter

# Purchasing Options

To give schools flexibility on how you engage with our CPD programme, we have three purchasing options available, allowing you and your staff to sign up to different annual CPD packages or book a course on a pay as you go basis.

Visit our booking portal. <https://hackneyeducation.bookinglive.co.uk> to purchase the package that is right for your setting. If you are new to Hackney Education, please see the new customer section on page 11. [Terms and Conditions](#) apply.

## Option 1: Book an annual package

Our CPD packages offer great value for money and give you access to many of the Hackney Education courses (some exclusions may apply).

This option gives a considerable saving and allows staff from your school to attend as many eligible courses as they like throughout the academic year.



Order Code	Annual Secondary CPD Packages*	Price**(excl. VAT)
24/CPD/009	<p>Sessions and courses that are included in the package:</p> <p><b>External speakers:</b> Marc Rowland, Kate Jones and Sonia Gill</p> <p><b>Leadership and Management</b>            Growing Great Leaders: Pathway 1 - Starting Out            Growing Great Leaders: Pathway 2 - Stepping Up            Ofsted Preparation for Schools due to be Inspected in 2021-22            School Leaders Breakfast Briefing Updates</p> <p><b>Governance package</b></p> <p><b>Teaching and Learning</b>            Teaching Spanish Transition from KS2 to KS3            Developing Content and Language Integrated Learning: Conference on CLIL            Introduction to Phonics for Secondary Teachers</p> <p><b>Subject Network Forums – teaching and learning KS3 / KS4</b></p> <p><b>Special Educational Needs and Disabilities (SEND) and Inclusion</b>            SENCO Forum            Every Teacher a Teacher of SEND, Every Leader a Leader of SEND            ADHD: Creating an Inclusive Environment</p>	£3,950

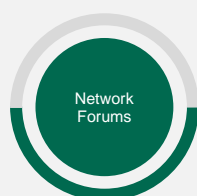
<p>Cultural Competence: Tackling Disproportionality in Attainment and Exclusion of Young Black Men Inclusion in Action SEND Music Network Meetings Annual Music Education Conference Inclusion for All Conference Effective Strategies for Engaging Children with Autism</p> <p><b>Safeguarding and Child Protection</b> Introduction to Safeguarding and Child Protection Safeguarding and Child Protection Refresher</p>	
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*\*Some courses are not included in the above annual CPD package but will have individual 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.*

## Option 2: Book a mini package

If you prefer not to sign up to our annual CPD package, we are pleased to introduce new subject focused packages giving your staff access to specific courses throughout the academic year. These offer great value for money. (Some restrictions may apply on how many staff per school can book on to a course). To buy one of these packages, please go to <https://hackneyeducation.bookinglive.com/home/buy-cpd-package/>



### Network Forums (£1,750)

- Art & Design
- Design & Technology
- Drama
- English
- Geography
- History
- Mathematics
- MFL
- Music (*Music forums are free to all Hackney secondary schools – funded by the Music Hub Grant*)
- PSHCE
- Religious Education
- Science



### Inclusion (£750)

- Every Leader a Leader of SEND (WSS)
- Inclusion in Action (WSS)
- Cultural Competence: Tackling Disproportionality in Attainment and Exclusion of Young Black Men
- ADHD: Creating an Inclusive Environment
- Maximising progress for pupils with SEND
- Writing Effective Behaviour Plans and Pastoral Support Programmes (PSP)
- Building a Resilient Classroom (*Spring 2022*)
- Effective Strategies for engaging children with autism (*Spring 2022*)
- Every teacher a teacher of SEND (*Spring 2022*)





## Governance (£515)

- How do governors fulfil their professional and ethical responsibility?
- How do governing boards make the right strategic financial choices for their school?
- How do governing boards strategically assess and manage risks in their schools?
- How does the chair of governors shape strong governance and what is distinct about their role?
- Hackney Young Black Men initiative – understanding cultural competency, racial identity and unconscious bias
- How do governors ensure the development of emotional, mental health and wellbeing of children?
- How can governors improve outcomes for those at risk of exclusion and what should they know before considering an exclusion?
- How do governors fulfil their responsibility to safeguard and protect children?
- How do governing boards ensure effective engagement with stakeholders and effectively manage complaints?
- How do governing boards create excellent workplaces that support staff welfare, manage performance and oversee organisational changes?
- What do governors need to know about the Ofsted inspection process?
- What do governors need to know to ensure the performance management of the headteacher leads to school improvement?
- How do governors ensure an inclusive approach for children with Special Educational Needs and Disabilities? (*Spring 2022*)
- How do governing boards observe Key Stage 2 Test (SATs) Administration to assure best practice? (*Summer 2022*)
- Annual Conference (*Summer 2022*)

Order Code	Secondary CPD Mini Packages*	Price** (excl. VAT)
24/CPD/028	Network Forums	£1,750
24/CPD/029	Governance	£515
24/CPD/027	Inclusion	£750

## Option 3: Pay as you go

**(also applies to courses not included in a package)\***

If you choose not to purchase a CPD package, the following prices apply

Individual courses*	Price** (excl. VAT)
Breakfast briefings (per briefing)	£45
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

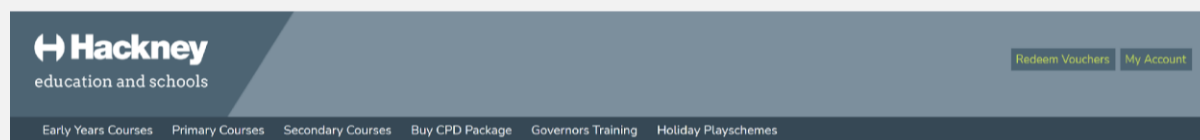
*\*Some courses are not included in the CPD package and have individual costs, where this applies, the cost will be listed against the course. Where a course involves attendance at more than one session, the cost will vary.*

*\*\*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*

# How to Book

All bookings for our CPD courses must be made online via our booking portal:

<https://hackneyeducation.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 Secondary 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).

On checking out, you will have the option to subscribe to our CPD newsletter.

## Other information

### New customers

Hackney Education 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 buy one of our packages or 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@hackney.gov.uk](mailto:s4s@hackney.gov.uk)

### Forgotten your password?

You can request your password by clicking on “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 nonattendance. Full [terms and conditions](#) can be found on our booking portal.

Note: All prices are correct at the time of publishing. However, Hackney Education 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

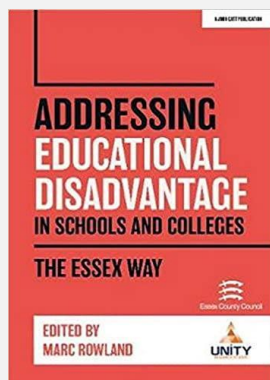
Please contact the CPD team on 020 3076 1516 or email [cpdadmin@hackney.gov.uk](mailto:cpdadmin@hackney.gov.uk)  
For technical support, please call 020 8820 7566 or email [s4s@hackney.gov.uk](mailto:s4s@hackney.gov.uk)

### CPD Newsletter

Please email [hilary.gould@hackney.gov.uk](mailto:hilary.gould@hackney.gov.uk) to subscribe to our CPD newsletter.



# Marc Rowland: Addressing Educational Disadvantage



## Course overview

The sessions would be to plan, implement and evaluate a strategy to address educational disadvantage, rooted in research evidence and learning from schools nationally and internationally. Covid 19 recovery would form part of the focus.

The programme will provide opportunities for discussions and the development of a disadvantage strategy that builds on evidence, DfE and EEF guidance to build on the work taking place in our schools to address disadvantage. Themes will include:

- Culture, expectations, relationships and inclusion.
- Focussing on how disadvantage impacts on learning: prioritising the controllable.
- Assessment of need.
- Tiered model: teaching and learning, academic intervention and wider approaches.
- Implementation and impact evaluation.

## Course length

3x 90min sessions

## Dates

Friday, 25 June 2021, 12.30pm–2pm  
Friday, 10 September 2021, 2pm-3.30pm  
Friday, 5 November 2021, 2pm-3.30pm

[Click here to book now](#)

## Cost

£270 per delegate or free as part of the CPD package



# Kate Jones: Retrieval Practice



## Course overview

The research supporting retrieval practice is overwhelming; it is an effective and essential teaching and learning strategy. Leaders, teachers, students and parents all need to know about this strategy and how it can enhance learning. As a current and experienced classroom teacher, leader and author of books that focus on retrieval practice Kate is able to confidently work with Primary and Secondary schools to ensure effective implementation of retrieval practice.

Kate will deliver a workshop and Q&A session, using her own classroom and leadership experiences as well as research to provide the best possible answers. A combination of academic research and practical classroom strategies that teachers will find useful and actionable.

**A free copy of Retrieval Practice 2 will be available for the first 30 bookings!**

[Please note that these sessions form part of the Assessment Network.](#)

## Course length

2x 75min sessions

## Dates

Thursday, 30 September 2021, 4pm–5.15pm  
Thursday, 14 October 2021, 4pm–5.15pm

[Click here to book now](#)

## Cost

£148 per delegate or free as part of the annual package



# Growing Great Leaders: Pathway 1 - Starting Out

## Course overview

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 a 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 when lead a subject, phase or key stage.
- To develop people and secure improvement with confidence.

## 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.

## Course length

5x half day sessions plus 1 full day session.

## Dates

Tuesday, 12 October 2021, 1pm-4.30pm  
Wednesday, 8 December 2021, 1.30pm-5pm  
Tuesday, 18 January 2022, 1.30pm-5pm  
Tuesday, 29 March 2022, 1.30pm-5pm  
Thursday, 19 May 2022, 1pm-4.30pm  
Tuesday, 5 July 2022, 9.30am-4pm

[Click here to book now](#)

## Cost

£900 per delegate or 2 spaces free as part of the package



# Growing Great Leaders: Pathway 2 - Stepping Up

## Course overview

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.

## 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.

## Course length

6x half day sessions.

## Dates

Thursday, 4 November 2021, 9am-12.30pm  
Thursday, 13 January 2022, 1pm-5pm  
Tuesday, 22 March 2022, 1.30pm-5pm  
Tuesday, 17 May 2022, 1pm-5pm  
Thursday, 9 June 2022, 9am-12.30pm  
Wednesday, 6 July 2022, 1pm-5pm

[Click here to book now](#)

## Cost

£900 per delegate or 2 spaces free as part of the package





# Ofsted Preparation for Schools due to be Inspected in 2021-22

## Course overview

Ofsted Preparation Sessions 2021-22

The way that Ofsted inspects schools significantly changed in 2019 with the publication of a new Education Inspection Framework. These three short sessions for middle and senior school leaders will explore Ofsted inspection practice in Primary and Secondary settings. Led by a trainer with up to date, practical experience of inspecting schools across both Primary and Secondary sectors these sessions will support school leaders to:

- Understand how Ofsted will evaluate the quality of education and know the different approach to a Section 5 and a Section 8 inspection.
- Consider the judgements for Leadership & Management, Behaviour & Attitudes, Personal Development, 6<sup>th</sup> Form/ EYFS.
- Prepare for a successful interview with inspector, including the initial telephone conversation.
- Consider how to refine practices and prepare staff for a positive inspection outcome.
- Ensure that school self-evaluation supports the inspection process.

## Quality of Education: The Curriculum

This 90 minute session will explore the Ofsted framework in relation to the Quality of Education judgment:

- The elements make up a good or better Quality of Education.
- The meaning of curriculum intent, implementation, and impact.
- The inspection process including a deep dive, and how it is undertaken.
- The implications for SEND learners.
- How early reading is evaluated.
- How the Early Years and Sixth Form judgements are made.

## Leadership and management: Impact and implementation

This 60 minute session will explore the Ofsted framework in relation to the Leadership and Management judgment

- How evidence is gathered and what is looked for.
- What is expected of middle and senior leaders including leaders of SEND.
- How other judgements inform an evaluation of leadership and management.
- How accurate school self-evaluation can support a positive inspection.
- What leaders should do to prepare for a successful meeting with inspectors.
- What the safeguarding and the equalities duties are and how to ensure that these are well represented.
- How the overall effectiveness judgement is formed.

## Behaviour and Attitudes/Personal Development

This 60 minute session will explore the Ofsted framework in relation to the Behaviour and Attitudes and Personal Development judgements

- What will inspectors look at and what they will want to see.
- What is expected of middle and senior leaders.

## Leadership and Management

- What leaders should do to prepare for meetings with inspectors and what preparation will support a positive outcome.
- Where and how can schools evidence their actions.
- How an effective provision for pupil well-being might be represented.
- How other judgements inform the evaluation of behaviour and personal development.

### Who should attend?

Headteachers, senior and subjects leaders in schools.

### Course length

1x 90min session plus 2x 60min sessions.

### Dates

Quality of Education: The Curriculum - Tuesday, 5 October 2021, 2.30pm-4pm  
Leadership and management: Impact and implementation - Tuesday, 30 November 2021,  
3pm-4pm  
Behaviour and Attitudes/Personal Development - Thursday, 10 February 2022, 3pm-4pm

[Click here to book now](#)

### Cost

£180 per delegate or 2 spaces free as part of the package



# SEF in a Day

## Course overview

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 an 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.

## Who should attend?

Headteachers, senior and subject leaders in schools.

## Course length

1 day

## Dates

Thursday, 11 November 2021, 9.30am-4.30pm

[Click here to book now](#)

## Cost

£230 per delegate or 2 spaces free as part of the CPD package



# School Leaders Breakfast Briefing Updates

## Course overview

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.

## Who should attend?

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

## Course length

1-hour sessions, can be purchased separately.

## Dates

Wednesday, 20 October 2021, 8am-9am  
Wednesday, 9 February 2022, 8am-9am  
Wednesday, 18 May 2022, 8am-9am

[Click here to book now](#)

## Cost

£45 per delegate or free as part of the CPD package



# The Foundations of Strong Governance: 4 Steps

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

### 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.

### 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 length

1x 2hour session

### Dates

Wednesday, 6 October 2021, 5pm–7pm  
Wednesday, 2 February 2022, 9am–11am  
Thursday, 21 April 2022, 5pm–7pm

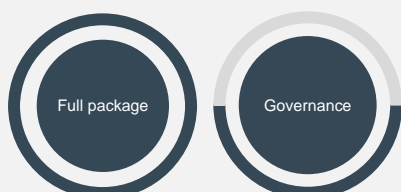
[Click here to book now](#)

### Cost

Free to all Hackney schools.

**For non-Hackney schools:**

£90 per delegate or free as part of the annual package or Governor mini package



## Step 2. How do Governing Boards Make the Right Strategic Financial Choices for their School?

### 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.

### Who should attend?

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

### Course length

1x 2hour session

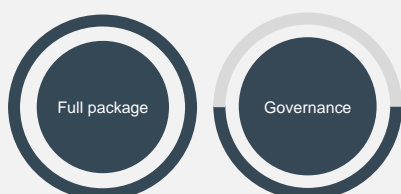
### Dates

Thursday, 4 November 2021, 5pm–7pm  
Wednesday, 4 May 2022, 5pm–7pm

[Click here to book now](#)

### Cost

£90 per delegate or free as part of the annual package or Governor mini package



## Step 3. How do Governing Boards Strategically Assess and Manage Risks in their Schools?

### 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.

### Who should attend?

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

### Course length

1x 2hour session

### Dates

Wednesday, 17 November 2021, 5pm–7pm

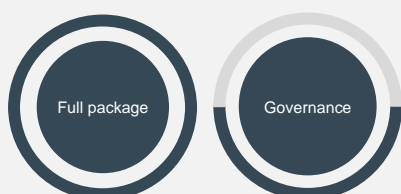
Wednesday, 23 February 2022, 9am–11am

Tuesday, 17 May 2022, 5pm–7pm

[Click here to book now](#)

### Cost

£90 per delegate or free as part of the annual package or Governor mini package



## Step 4. How does the Chair of Governors Shape Strong Governance and what is Distinct about their Role?

### 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.

### 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 length

1x 2hour session

### Dates

Thursday, 2 December 2021, 5pm–7pm

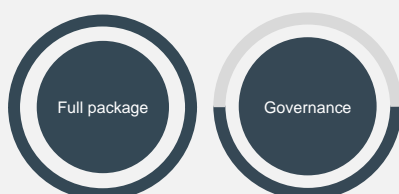
Wednesday, 2 March 2022, 5pm–7pm

Wednesday, 15 June 2022, 9am–11am

[Click here to book now](#)

### Cost

£90 per delegate or free as part of the annual package or Governor mini package





# Governance of Key Themes

## Tackling inequalities

*Hackney Young Black Men initiative – understanding cultural competency, racial identity and unconscious bias*

### 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?

### Who should attend?

Governors, School Leaders and influencers.

### Course length

1x 2hour session

### Dates

Wednesday, 20 October 2021, 5pm–7pm

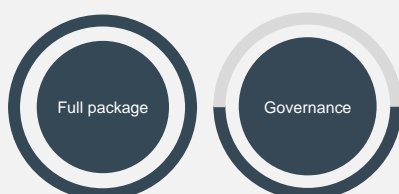
Wednesday, 27 April 2022, 9am–11am

Wednesday, 22 June 2022, 5pm–7pm

[Click here to book now](#)

### Cost

£90 per delegate or free as part of the annual package or Governor mini package



# Wellbeing

*How do governors ensure the development of emotional, mental health and wellbeing of children?*

## 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.

## Who should attend?

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

## Course length

1x 2hour session

## Dates

Wednesday, 13 October 2021, 9am–11am  
Tuesday, 10 May 2022, 9am–11am

[Click here to book now](#)

## Cost

£90 per delegate or free as part of the annual package or Governor mini package



# Inequalities

*How can governors improve outcomes for those at risk of exclusion and what should they know before considering an exclusion?*

## 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.

## Who should attend?

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

1x 2hour session

## Dates

Wednesday, 10 November 2021, 5pm–7pm

Tuesday, 22 March 2022, 9am–11am

Wednesday, 15 June 2022, 5pm–7pm

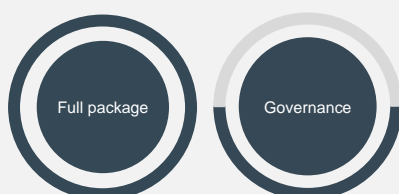
[Click here to book now](#)

## Cost

Free to all Hackney schools

For non-Hackney schools:

£90 per delegate or free as part of the annual package or Governor mini package



# Safeguarding

*How do governors fulfil their responsibility to safeguard and protect children?*

## Course overview

This session will enable Safeguarding Governors to explore how they can best support their school's SLT and the Designated Safeguarding 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.

## 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 length

1x 2hour session

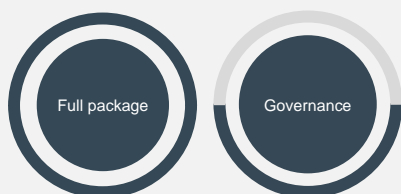
## Dates

Thursday, 14 October 2021, 9am–11am  
Wednesday, 1 December 2021, 5pm–7pm  
Thursday, 3 February 2022, 9am–11am  
Tuesday, 8 March 2022, 5pm–7pm  
Tuesday, 3 May 2022, 9am–11am  
Thursday, 16 June 2022, 5pm–7pm

[Click here to book now](#)

## Cost

Free to all Hackney schools  
For non-Hackney schools:  
£90 per delegate or free as part of the annual package or  
Governor mini package



# Stakeholder Engagement and Complaints

*How do governing boards ensure effective engagement with stakeholders and effectively manage complaints?*

## Course overview

This session aims to provide some good practice tips to develop and implement a robust complaints policy – including legal requirements 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.

## Who should attend?

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

## Course length

1x 2hour session

## Dates

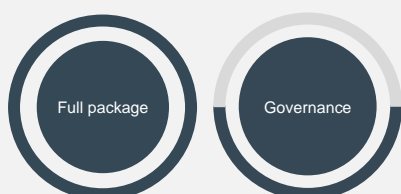
Wednesday, 17 November 2021, 5pm–7pm

Wednesday, 25 May 2022, 5pm–7pm

[Click here to book now](#)

## Cost

£90 per delegate or free as part of the annual package or Governor mini package



# Ofsted for Governors

*What do governors need to know about the Ofsted inspection process?*

## Course overview

Governors play a significant role in the Ofsted Inspection process. As such, this session addresses the changes to the Ofsted's education inspection framework (2019) and implications for schools. It will particularly highlight how the inspection process will explore 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'?

## Who should attend?

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

## Course length

1x 2hour session

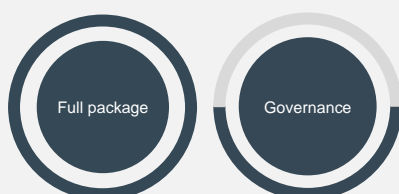
## Dates

Tuesday, 5 October 2021, 9am–11am

[Click here to book now](#)

## Cost

£90 per delegate or free as part of the annual package or Governor mini package



# Performance Management of Headteachers

*What do governors need to know to ensure the performance management of the headteacher leads to school improvement?*

## Course overview

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.

## Who should attend?

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

## Course length

1x 2hour session

## Dates

Thursday, 21 October 2021, 5pm–7pm

[Click here to book now](#)

## Cost

£90 per delegate or free as part of the annual package or Governor mini package



# SENCO Forum

## Forum objectives

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

## 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.

## Course length

6x 2hour forums plus 1x half day induction

## Dates

Forum - Wednesday, 15 September 2021, 2pm-4pm

Induction - Thursday, 14 October 2021, 9am-12pm

Forum - Thursday, 25 November 2021, 2pm-4pm

Forum - Wednesday, 12 January 2022, 2pm-4pm

Forum - Wednesday, 2 March 2022, 2pm-4pm

Forum - Wednesday, 11 May 2022, 2pm-4pm

Forum - Monday, 6 June 2022, 2pm-4pm

[Click here to book now](#)

## Cost

Free to all Hackney schools





# Every Teacher a Teacher of SEND, Every Leader a Leader of SEND

## Course overview

Led by Michelle Unstead- Whole School SEND NASEN, Regional Lead for the East of England and North East London. This event has been designed to support teachers and leaders prioritise SEND within their settings.

## Who should attend?

The session is suitable for aspiring and experienced SENCOs, teachers and senior leaders.

## Course length

1x 90min session

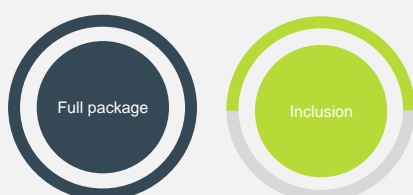
## Dates

Thursday, 23 September 2021, 4pm-5.30pm

[Click here to book now](#)

## Cost

£90 per delegate or free as part of the CPD package



# ADHD: Creating an Inclusive Environment

## Course overview

The following will be covered in this training: How ADHD is identified and diagnosed, looking at reasons behind behaviours, strategies to support concentration and confidence in the classroom, and challenging/changing our own perceptions.

## Who should attend?

Class teachers

## Course length

1x 2hour session

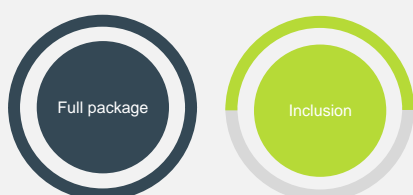
## Dates

Monday, 1 November 2021, 1.30pm-3.30pm

[Click here to book now](#)

## Cost

£90 per delegate or free as part of the CPD package



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

## Course overview

- 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.

## 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 length

1x half day session

## Dates

Wednesday, 17 November 2021, 9am-12.30pm

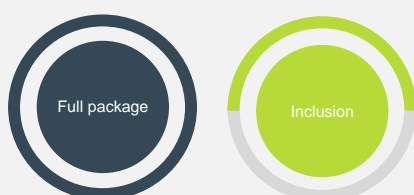
Wednesday, 9 February 2022, 9am-12.30pm

Wednesday, 18 May 2022, 9am-12.30pm

[Click here to book now](#)

## Cost

£148 per delegate or free as part of a CPD package



# Inclusion in Action

## Course overview

Led by Heba Al-Jayoosi **Whole School SEND** NASEN, *Deputy Regional Lead for the East of England and North East London*. Drawing on national guidance as well as findings from research, this event will explore inclusive practices in schools with plenty of ideas for colleagues to take away.

## Who should attend?

The session is suitable for aspiring and experienced SENCOs, teachers and senior leaders.

## Course length

1x 90min session

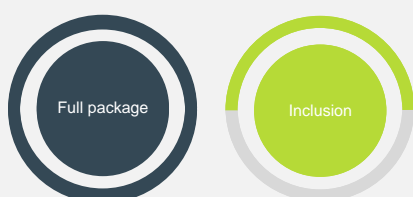
## Dates

Monday, 11 October 2021, 4pm-5.30pm

[Click here to book now](#)

## Cost

£90 per delegate or free as part of the CPD package



# Building a Resilient Classroom

## Course overview

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.

## Who should attend?

Class teachers

## Course length

1x 2hour session

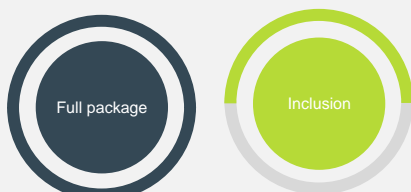
## Dates

Wednesday, 1 December 2021, 9am-11am

[Click here to book now](#)

## Cost

£90 per delegate or free as part of the CPD package



# Writing Effective Behaviour Plans and Pastoral Support Programmes (PSP)

## Course overview

How to write effective behaviour plans and the role these play in maintaining inclusion.

Looking at:

- Purpose
- Strategies
- Target Setting
- PSPs

## Who should attend?

Primary and Years 7-8

## Course length

1x 2hour session

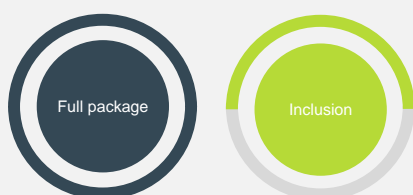
## Dates

Wednesday, 10 November 2021, 9am-11am

[Click here to book now](#)

## Cost

£90 per delegate or free as part of the CPD package



# SEND Music Network Meetings

## Course overview

The SEND Music Network will be a space for cross-phase professionals to meet, who are interested in making more inclusive music opportunities for learners with SEND. We will share and discuss ways we can implement support for emotional regulation and social communication through music, and look at creating more performance opportunities and ways of showcasing the wonderful talent that is out there from our SEND pupils.

- To create a network of expertise.
- To share new developments in the music education sector, including OFSTED updates.
- To share best practice and have a professional dialogue.
- To develop cross-curricular links.
- To share enrichment opportunities.
- To promote opportunities to work with cultural organisations in the Hackney Music Network, both supporting curriculum and extra-curricular work.

## Who should attend?

Anyone working across or with an interest in either SEND or Music should attend.

## Course length

3x 90min sessions

## Dates

Monday, 4 October 2021, 4.30pm-6pm  
Monday, 24 January 2022, 4.30pm-6pm  
Monday, 9 May 2022, 4.30pm-6pm

[Click here to book now](#)

## Cost

Free to all Hackney Primary Schools

# Annual Music Education Conference

## Course overview

The music education sector has always been resilient in times of great change and challenge. In the wake of Coronavirus Pandemic, we will carefully consider how music and the arts have been impacted, how can we keep music education alive in our schools and community, and how we can use music as a tool to support recovery in its widest sense.

**Challenges and chances: reset, remodel, rejuvenate.**

## Who should attend?

The conference is targeted at Head Teachers / SLT, Subject Leaders for Music and the Arts in both Primary and Secondary settings, all general Classroom Teachers involved in delivering the music curriculum, NQTs, teachers from SEND settings, School Governors, Instrumental Tutors, Music Hub Network Partners and Cultural Organisations making a local offer. Essentially, anyone who has an interest in Music Education in Hackney.

**Please note priority places will be given to Hackney delegates.**

## Course length

1 day

### Date

Friday, 24 September 2021, 9.30am-4pm

[Click here to book now](#)

### Cost

Free to all Hackney schools & Hackney Music Network Partners



# Secondary Subject Network Forums

## Course overview

These termly meetings provide an invaluable opportunity for subject leaders to meet together. They are led by recent or current practitioners with highly successful track records. They provide an opportunity to give subject leads access to national developments and guidance. They provide an important chance to network and share good practice.

## Course objectives

- The network meetings give middle leaders access to current thinking, research and guidance on developing and managing their subject within national and local context.
- Subject leaders will be given an opportunity to network and share best practice.

## Who should attend?

School subject leaders and coordinators

## Subjects

- Art and Design
- Design and Technology
- Drama
- English
- Geography
- History
- Mathematics
- MFL
- Music (*Music forums are free to all Hackney secondary schools – funded by the Music Hub Grant*)
- PSHCE
- Religious Education
- Science

## Course length

Each Network Forum will be 2 hours' long.

## Dates

The Autumn Network Forums will take place in the first two weeks of November (w/c 1 November and w/c 8 November)

Schools will be informed of exact dates in October 2021.

[Click here to book now](#)

## Cost

£90 per delegate

or free as part of the annual CPD package or as part of the Network Forum mini package



# Introduction to Safeguarding and Child Protection

## Course overview

This half day 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.

## Who should attend?

All school staff working with children and young people.

## Course length

1x half day session

## Dates

Wednesday, Wednesday, 13 October 2021, 1.30pm-4.30pm  
Tuesday, 22 March 2022, 9.30am-12.30pm

[Click here to book now](#)

## Cost

£148 per delegate or free as part of the CPD package



# Safeguarding and Child Protection Refresher

## Course overview

This half day 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.

## Who should attend?

All school staff working with children and young people.

## Course length

1x half day session

## Dates

Thursday, 14 October 2021, 1.30pm-4.30pm  
Wednesday, 23 March 2022, 9.30am-12.30pm

[Click here to book now](#)

## Cost

£148 per delegate or free as part of the CPD package



# Designated Safeguarding Lead Training

## Course overview

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's 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 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.

## Who should attend?

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

## Course length

1x full day session

## Dates

Tuesday, 14 September 2021, 9.30am-4.30pm  
Tuesday, 11 January 2022, 9.30am-4.30pm  
Tuesday, 26 April 2022, 9.30am-4.30pm  
Wednesday, 22 June 2022, 9.30am-4.30pm

[Click here to book now](#)

## Cost

Free to all Hackney schools

# Designated Safeguarding Lead Refresher

## Course overview

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.

## 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.

## Course length

1x half day session

## Dates

Wednesday, 15 September 2021, 9.30am-12.30pm

Wednesday, 12 January 2022, 1.30pm-4.30pm

Thursday, 28 April 2022, 9.30am-12.30pm

Thursday, 23 June 2022, 1.30pm-4.30pm

[Click here to book now](#)

## Cost

Free to all Hackney schools

## Health and Safety

# Emergency First Aid at Work

This one day 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.

### Dates

Wednesday, 1 December 2021, 9am – 4pm

Wednesday, 8 June 2022, 9am – 4pm

[Click here to book now](#)

### Cost

£61 per delegate, not included in a CPD package

## Fire Safety Awareness

For 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.

### Date

Wednesday, 17 November 2021, 9am – 12.30pm

[Click here to book now](#)

### Cost

£61 per delegate, not included in a CPD package

# Food Hygiene

This course addresses the food safety and hygiene needs within schools and 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.

## Dates

Wednesday, 3 November 2021, 9am – 4pm

Wednesday, 2 February 2022, 9am – 4pm

Wednesday, 25 May 2022, 9am – 4pm

[Click here to book now](#)

## Cost

£86 per delegate, not included in a CPD package

# Health and Safety in the Workplace

This course is tailored to settings and individual needs to make the working and learning experience relevant and fit for purpose. It ensures that all staff and practitioners 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.

## Date

Wednesday, 2 March 2022, 9am – 4pm

[Click here to book now](#)

## Cost

£86 per delegate, not included in a CPD package

# Manual Handling

For 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.

## Date

Thursday, 10 February 2022, 9am – 12.30pm

[Click here to book now](#)

## Cost

£61 per delegate, not included in a CPD package