



Vale of Glamorgan Governor Training Programme Spring 2024

This document is available in Welsh / Mae'r ddogfen hon ar gael yn Gymraeg.

**Spring 2024
Governor Training Programme
Vale of Glamorgan**



Mandatory Training for New Governors

New governor induction: roles and responsibilities of governors- 'knowing my school'

This revised mandatory module is aimed at new governors and **must be completed within the first year of appointment**. It will help new governors

gain the required knowledge and understanding to begin to fulfil their role effectively to support their school in raising standards. This module will focus on:

- how the school vision shapes values across the school community and drives a culture of high expectations
- the key roles and responsibilities of governors
- the composition of governing bodies and how they work
- effective challenge and support

The role of data in supporting self-evaluation and improvement in schools - 'what governors need to know and why'

This updated mandatory module for new governors aims to develop an understanding of school progress and performance data. The session explores:

- the types of data used by schools and the role data plays in school improvement
- how data can be used by governors to challenge and support the school to improve
- how governors are accountable for the progress made by all groups of learners and how this data is gathered and used by their schools
- the types of questions governors can ask about their own school's data.



Spring 2024

Governor Training Programme

Vale of Glamorgan



All Governor Training

Spring Term 2024

Safeguarding: 'understanding and promoting a culture of vigilance'

This optional module underpins important LA training and helps governors recognise their role in promoting a culture of vigilance in their schools.

The session will help governors understand:

- their role in monitoring and promoting safeguarding across the school community
- how to be compliant: policies and record keeping
- how to create a safe and healthy culture that includes pupil and staff voice
- the spectrum of safeguarding and online safety.

Enabling equity and excellence: 'high aspirations for all'

This session aims to develop your understanding of why equity, excellence and wellbeing are integral to ensuring high aspirations for all learners.

You will begin to:

- recognise barriers to learning and opportunities to raise aspirations for all learners
- recognise the variety of vulnerable groups and the need to rigorously monitor their progress
- understand the implications and impact of the Equality Act 2010 in schools and how this contributes to a fairer system for all.

New Chairperson Induction

This is a **mandatory course for new chairs of governors**. It will ensure that the chairperson has the required knowledge and understanding to begin to fulfil their role effectively to support their school in raising standards and carrying out its statutory functions.

The programme provides an introduction on:

- the role and skills of the chairperson
- key relationships
- how to be an effective chairperson.

This session is also an opportunity for you to raise any questions arising from the training, your role as a chairperson and to share your experiences to date.

Headteacher Performance Management

This session is aimed at governors who are members of the Headteacher performance management panel and will help you understand and implement the requirements of the regulations for the Headteacher's performance management.

The sessions will focus on:

- the role of the performance management for the Headteacher in raising standards in schools
- how the Headteacher's performance management becomes embedded in the broad context of the improvement process of the school
- outline the procedure of the Headteacher's performance management process including the roles and responsibilities of those involved
- develop awareness of the leadership standards and their use in performance management.

Supporting your school through inspection

This session aims to support Chairs and Vice Chairs of Governors to effectively share their school's work for inspection. It will explain the inspection process, the role of governors within the process and some of the themes emerging from reports.

The session will be interactive with an opportunity to listen to and speak with regional leaders of governance about their experiences during recent inspections; it will also require participants to engage with pre reading and reflection materials that will be shared prior to the session.

Spring 2024

Governor Training Programme

Vale of Glamorgan



Curriculum Drop-in Sessions

CSC are holding two drop-in sessions where members of the curriculum team will be available to answer any questions or offer support regarding curriculum, teaching and assessment. If you have any questions related to a specific area of the curriculum, you may wish to email these in advance to ensure the expert members of the team are available during the session.

School Summary Report Drop In Sessions

The School Summary Report (SSR) provides Governing Bodies with a twice-yearly summary of information Central South Consortium has on a school. The report is intended to support governors in their knowledge of the school and also to provide guidance on areas they can ask questions to gain further insight. CSC are holding two drop-in sessions where Principal Improvement Partners will be available to answer any questions or offer support in how to use the SSR effectively to support school improvement.

Pupil Exclusions

This course will provide an introduction to explain the methods of managing exclusions and give an overview of the relevant procedures. Its aim is to raise awareness of the legislation in this area such as the Public Sector Equality Act, protected characteristics and disability discrimination law and preventative and proactive steps that can be taken to prevent exclusions. It will also focus on the governing body's role in managing exclusions, with a focus on PDC meetings, so will be particularly useful to those governors on pupil discipline and exclusion committees and any governors who have an interest in this area.

Attendance

This session is aimed at supporting governors to know how to support school and LA approaches in encouraging positive attendance and engagement. It will look at penalties and support for non-attenders and the crossover with potential mental health needs linked to anxious and phobic attenders and how schools and the LA support these needs. It will cover the crossover into other areas such as PSPs and ALN issues and will look at referral pathways and will signpost these and resources. Governors will be supported with information on policies and guidance, including Welsh Government updates to enable them to act as critical friends in terms of supporting their SLT with quality assurance and audits in this area.

Spring 2024

Governor Training Programme

Vale of Glamorgan



Children Looked After

This is an education overview of Children Looked After (CLA). The aim of the session is to enable governors to be active Corporate Parents and hear the voice of the child. The session outlines strategies to promote the achievement and well-being of CLA.

Information Governance

The course is aimed at all Governors because Information Governance affects many aspects of work within a school. The discussion will focus on the Data Protection Act and obligations under the Act, this will include consideration of governance arrangements, handling and sharing personal data, issues around subject access requests, considerations around data breaches, which will include briefly, consideration of cyber security type issues and other requests for information such as those under the Freedom of Information Act. The course is aimed to provide an overview in these areas to ensure that Governors are aware of obligations within these areas. This area is regulated by the Information Commissioners Office and they have wide ranging powers. They expect accountability to be transparent and evident at senior levels of all organisations, they also expect Data Protection training to be undertaken at a minimum every two years. The Vale of Glamorgan Council takes the view training should take place annually. Currently, the way in which personal information is shared, used and stored is changing and this area has lots of changes taking place on a regular basis.

Designated Safeguarding Governors (DSG's)

This course is specifically for Designated Safeguarding Governors (DSGs) only and covers the expectation of the role, provides an understanding of the Keeping Learners Safe (KLS) Toolkit and itemises how to evidence accountability to Estyn for the quality and effectiveness of how safe the school is by updating and improving the school's safeguarding policy and procedures.

Redundancy

This course will cover the role of the governing body within the Council's recommended Redundancy policy. It aims to fully familiarise governors with the recommended Redundancy policy and procedures. It is particularly relevant for governors who are members of the staff disciplinary and dismissal and disciplinary and dismissal appeals committees as well as the finance committee.

Spring 2024

Governor Training Programme

Vale of Glamorgan



Equality

This is an overview of Strategic Equality Plans in schools. The aim is to ensure governors are more confident in promoting equality. The session supports governors to improve involvement, engagement and communication with protected groups. Strategies are outlined to support children and young people to overcome barriers, so they can reach their full potential. This session will also reference Welsh Government's Equality and Diversity Champion role and information about it can be viewed [here](#)

Food in Schools

- Background
- Role of the WLGA
- Introduction to the duties of governing bodies
- Providing food and drink
- Promoting healthy eating and drinking
- Reporting to parents
- Encouraging the take up of school meals
- Protecting the identity of pupils receiving free school meals
- Monitoring compliance
- Review of the Regulations and Statutory Guidance

Course aim: by the end of this training session governors should understand what their duties are in relation to the healthy eating in schools, how to undertake these duties and where to get further support.



Spring 2024

Governor Training Programme

Vale of Glamorgan



Register for a course or courses by clicking on the booking form link below or scanning the QR Code with your mobile phone camera and clicking in the box that appears on your phone screen which will take you directly to our booking form.

Spring Term 2024 VoG Governor Training Booking Form

Or scan the QR code below with your mobile phone.



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[Governors \(valeofglamorgan.gov.uk\)](http://valeofglamorgan.gov.uk)

**Spring 2024
Governor Training Programme
Vale of Glamorgan**



Training Dates

Date	Time	Session	CSC/LA
Wed 24 Jan	9.00-11.00am	Curriculum drop-in session	CSC
Tue 30 Jan	5.30-7.30pm	Headteacher Performance Management	CSC
Mon 5 Feb	1.00-3.00pm	Induction (Welsh)	CSC
Wed 7 Feb	5.30-7.00pm	Redundancy	LA
Thu 8 Feb	5.00-7.00pm	Curriculum drop-in session	CSC
Fri 9 Feb	12.00-2.00pm	New Chair Induction	CSC
Mon 12 Feb	Half term week		
Mon 19 Feb	1.00-3.00pm	Data (Welsh)	CSC
Tue 20 Feb	10.00am-12.00pm	Induction	CSC
Tue 20 Feb	5.30-7.30pm	Induction	CSC
Wed 21 Feb	5.30-7.00pm	Pupil Exclusions	LA
Thu 22 Feb	1.00-3.00pm	Induction	CSC
Thu 22 Feb	5.30-7.30pm	New Chair Induction	CSC
Mon 26 Feb	1.00-3.00pm	Safeguarding (Welsh)	CSC
Mon 26 Feb	3.00-5.00pm	School summary report drop-in session	CSC
Tue 27 Feb	1.00-3.00pm	Data	CSC
Tue 27 Feb	5.30-7.30pm	Data	CSC
Wed 28 Feb	5.30-7.00pm	Food in Schools	LA
Mon 4 Mar	10.00am-12.00pm	Data	CSC
Mon 4 Mar	1.00-3.00pm	Enabling Equity & Excellence (Welsh)	CSC
Mon 4 Mar	4.00-6.00pm	School summary report drop-in session	CSC
Tue 5 Mar	5.30-7.00pm	Attendance	LA
Thu 7 Mar	1.00-3.00pm	New Chair Induction (Welsh)	CSC
Thu 7 Mar	1.00-3.00pm	Headteacher Performance Management	CSC
Thu 7 Mar	5.30-7.30pm	Safeguarding	CSC
Mon 11 Mar	1.00-3.00pm	Safeguarding	CSC
Tue 12 Mar	10.00am-12.00pm	Safeguarding	CSC
Wed 13 Mar	1.00-3.00pm	Supporting your school through inspection	CSC
Wed 13 Mar	5.30-7.30pm	Supporting your school through Inspection	CSC
Thu 14 Mar	5.30-7.00pm	Children Looked After	LA
Mon 18 Mar	5.30-7.30pm	Enabling Equity & Excellence	CSC
Tue 19 Mar	1.00-3.00pm	Enabling Equity & Excellence	CSC
Tue 19 Mar	5.30-7.00pm	Information Governance	LA
Wed 20 Mar	5.30-7.00pm	Designated Safeguarding Governors (DSGs)	LA
Thu 21 Mar	10.00am-12.00pm	Enabling Equity and Excellence	CSC
Thu 21 Mar	5.30-7.00pm	Equality	LA

Spring 2024
Governor Training Programme
Vale of Glamorgan

