



TRAINING & EVENTS FOR LOCAL GOVERNING BODIES

2021-22

OXFORD DIOCESAN SCHOOLS TRUST
ST MARY'S CONVENT, DENCHWORTH ROAD,
WANTAGE, OXFORDSHIRE, OX12 9AU

REGISTERED NUMBER: 08143249

HIGH-QUALITY TRAINING & EVENTS TO SUPPORT YOUR LOCAL GOVERNING BODY

ODST is committed to empowerment for schools at a local level. We develop and support strong, accountable Local Governing Bodies (LGBs) made up of highly skilled, well-informed and well-trained LGB Members, who ensure statutory duties are met, set a standard of excellence and are focussed on improving teaching and learning outcomes for pupils.

ODST LOCAL GOVERNING BODY MEMBERS BENEFIT FROM:

- guidance from ODST central Governance Manager
- access to high-quality training & resources
- bespoke LGB support to meet specific school needs
- termly briefings for LGB Chairs and clerks

ODST-led support is designed specifically for ODST schools. It is funded centrally and provided free of charge or at a very low cost to schools.

It can be complemented by training and support available from the Oxford Diocesan Board of Education (ODBE), Local Authorities, and governance training providers such as the National Governance Association and Governors for Schools.

BOOKINGS & FURTHER INFORMATION

Bookings will be available from the start of the Autumn term.

Booking information will be emailed to chairs and clerks, as well as being posted on Governor hub and on the ODST website at www.odst.org.uk/governors.

For further information, LGB members can contact:

Jennifer Payne, Communications & Events Officer
Jennifer.payne@oxford.anglican.org / 07825 059040

Clare Powell, Governance Manager
clare.powell@oxford.anglican.org / 07709 717221

TRAINING & EVENTS PROGRAMME AUTUMN TERM 2021

KEY ODST EVENTS FOR CHAIRS AND CLERKS

- **Governance briefings**

Key termly update and information sharing on governance strategy and development across ODST.

For: LGB Chairs or Vice Chairs and Clerks

Facilitator / Course Leader: Clare Powell, ODST Governance Manager

Dates / Venues:

- **Thurs 7th October, 7 – 8.30pm, Microsoft Teams**

Please note: this event will be preceded by an introduction to NGA membership, from 6-7pm.

This will include training on using the NGA platform, for governing bodies who have signed up to NGA membership. Further details of this session in the 'All governors' training section.

- **Clerks forums**

An opportunity for clerks to network and share information, to receive ODST updates and training to support them in their role.

For: All Clerks working with LGBs in ODST schools.

Facilitator / Course Leader: Clare Powell, ODST Governance Manager

Date / Venue: Monday 11th October 2021, 10 – 11.30am, Microsoft Teams

Dates/venues for the Spring & Summer Terms will be updated in due course.

- **Hub meetings**

Regional hub meetings with link ODST trustees. Agendas will be shared in advance.

For: LGB Chairs or Vice Chairs and link trustee

Facilitators: Link ODST trustee, link school improvement adviser & Governance Manager

Dates / Venues:

1st Nov Northern Hub

3rd Nov West Oxon Hub

4th Nov Oxford Hub

8th Nov Thames Hub

10th Nov Southern Hub

All via Microsoft teams. Dates for Spring and Summer terms will be added in due course.

- **The role of the LGB chair**

This training will explore the leadership role of the LGB Chair and cover key areas including building the team and developing good relationships, governance structures, delegation, and succession planning, setting the vision, ethos, and strategic direction of the school, delivering effective challenge and the role of good governance in school improvement.

For: New and prospective LGB Chairs, Vice Chairs or Committee Chairs.

Facilitator / Course leader: Ian Elkington, ODST Deputy CEO & Clare Powell, Governance Manager

Date/venue: 8th December 2021, 6.30 – 8pm, Microsoft Teams

ODST TRAINING AVAILABLE TO ALL LGB MEMBERS

Autumn term 2021

Dates	Training Course / Event	Facilitator / Course Leader	Venue
Weds 22nd Sept 2021 6.30 – 7.30pm	The Role of LGB Members in Headteacher Appraisals Find out how ODST supports Headteacher Appraisal as part of the school improvement process. Understand the role of LGB Members on the HT Appraisal panel. For: LGB Members appointed to the HT Appraisal Panel	Mark Jones HR Manager	Teams
Thurs 30th Sept 2021 6.30 – 8pm	Induction for New LGB Members Welcome to governance in ODST. Gain an understanding of the essential elements of good governance, the key roles and responsibilities of LGB Members and how to hold the school to account. Find out about the support available to you in your role. For: All new LGB Members. Recommended for re-appointed LGB Members and Trustees	Ian Elkington Deputy CEO and Clare Powell Governance Manager	Teams
Thurs 7th Oct 2021 6 – 7pm	Welcome to NGA Membership and Learning Link An overview of membership benefits and Learning Link with a live walk-through of the NGA Knowledge Centre and Learning Link platform, how to manage membership, the functionality of both systems and a demo of one of the e-learning modules. For: LGB Members in participating schools and Trustees <i>Followed by Governance Briefing for all chairs and clerks</i>	Simon Richards, NGA Regional Lead	Teams
17th Nov 2021 6.30 – 8pm	Good Governance Module 1: Effective Challenge and Support for School Improvement Find out how to use effective challenge and support to drive forward school improvement. This training will include resources and guidance on the challenge role of the LGB and how that can be evidenced. For: All LGB Members.	Clare Powell Governance Manager & Central SIA Team	Teams

<p>24th Nov 2021 6.30 – 8pm</p>	<p>The Role of the LGB Member with responsibility for Health & Safety This training will provide LGB Members with an overview of health and safety in ODST schools and guidance on how they can carry out their monitoring role in this area. For: LGB Members with responsibility for Health & Safety and those who are members of the Resources Committee.</p>	<p>Mike Bingham Operations Manager & Clare Powell Governance Manager</p>	<p>Teams</p>
<p>1st Dec 2021 6.30 – 8pm</p>	<p>Preparing for Ofsted: the role of the LGB Understand how Ofsted inspects governance under the Education Inspection Framework 2019, what the role of LGB Members will be on the day and how to prepare. This training includes resources and guidance on showing evidence of effective governance. For: LGB Members in schools currently in the Ofsted window / all LGB Members.</p>	<p>Ian Elkington Deputy CEO & Clare Powell Governance Manager</p>	<p>Teams</p>

Further events for the Spring and Summer terms to be confirmed.

SPOTLIGHT ON: GOOD GOVERNANCE TRAINING

New for 2021-22 and open to all ODST LGB members, this 4-part course will cover a wide range of topics to support the knowledge, skills and understanding needed for effective school governance.

Module 1: Effective challenge and support for school improvement

Module 2: Statutory requirements, compliance and accountability

Module 3: Understanding the curriculum and evaluating learning outcomes

Module 4: Exclusions and IRPs

Module 1 takes place on 17 Nov 2021. Dates for Modules 2-4 will be included on the programme for the Spring and Summer terms to follow.

ODST BESPOKE SUPPORT

- **Finance training**

Finance training for Local Governing Bodies is available from the ODST central finance team as required.

Contact odstfinance@oxford.anglican.org for further information and to arrange training.

- **ODST central governance support**

ODST's Governance Manager can facilitate support for LGB Members and school governance on a wide variety of issues, such as:

- Support with the appointment process for all LGB Members in ODST academies
- Access to advice by telephone and email
- Briefings on statutory changes relevant to Trustees and LGB Members
- Support for independent review panels, disciplinary, capability or grievance hearings
- Briefings for LGB Chairs
- Options to access training for LGB Members
- Bespoke training designed to meet individual LGB needs
- LGB representation at Trustee level
- Briefings on specific national and local issues
- Briefings and support for clerks
- Statutory and other checks and reports
- Support materials for Chairs and LGB Members

Contact clare.powell@oxford.anglican.org

FURTHER TRAINING – OXFORD DICOCESAN BOARD OF EDUCATION (ODBE)

Oxford Diocesan Board of Education (ODBE) provides support to Church schools and academies across the diocese of Oxford, including church schools that are academies within ODST.

ODST schools that are church schools may wish to participate in training via the ODBE ‘Development, Training and Support for Governance’ programme, in addition to the ODST training programme.

Training that ODST schools may find particularly helpful, and that complement ODST’s own programme for 2021/22, will include:

- Headteacher recruitment
- Effective governance: strategy / vision / accountability
- Chairs & vice chairs network: focusing on Wellbeing (Autumn), Board structures (Spring), theme tbc (Summer)
- Appeals briefings
- Admissions briefings

Cost:

These are charged-for events, with the cost varying depending on the session and on whether schools are also members of the ODBE ‘services for schools’ programme.

All ODBE governor training is costed as ‘per school’ – with up to three attendees per school.

Further information, dates and booking:

<https://www.oxford.anglican.org/schools/dts-introduction-2021-2022-2/>

FURTHER TRAINING, SUPPORT AND RESOURCES

- **Safeguarding training**

Safeguarding training should be organised and completed with Oxfordshire Safeguarding Children Board www.oscb.org.uk/ or Achieving for Children (RBWM schools) <https://afcservices.org.uk/>

- **GovernorHub & Governors for Schools**

On GovernorHub, ODST schools can find:

- access to training and support materials for clerk induction
- access to the latest updates and information from ODST

Governors for Schools offers online governor induction, however this should be supplemented with the ODST-specific 'Induction for new LGB members' events in the ODST training schedule.



- **National Governance Association**

ODST schools that are participating in the NGA membership scheme from September 2021 will benefit from:

- NGA guides available at a discounted rate
- copies of Governing Matters magazine
- members-only content in the online [Knowledge Centre](#), containing a wealth of governance resources
- weekly e-newsletter featuring the latest education news and policy updates
- free places at NGA conferences and events, including the Summer and Annual Conferences, Clerks' and SEND Networks
- access to NGA's webinar and podcast series
- representation at a national level through our lobbying and campaigns.

Participating schools will also have access to the Learning Link e-learning package, which offers a full programme of online training including a mix of short, bite-size sessions of 10 – 15 minutes and longer in-depth sessions aligned to the NGA's Knowledge Centre.