

## Course Dates

### Managing Pupil Behaviour

Poor behaviour detracts from good learning and teaching and dramatically affects the experience and overall enjoyment for everybody within the environment. It is a worrying fact that teachers are increasingly having to deal with challenging behaviour from children as young as five, and are very often ill-equipped to deal with the speed and violence which can result from such a situation. This Masterclass provides a graded approach from managing low level disruptions to the last resort of hands- on physical management supports to keep pupils, teachers and others safe. (See page 8 of Directory for full course details)

<b>Masterclass</b>	<b>5<sup>th</sup> May 2017</b>	<b>10 - 3</b>	<b>Roman Way Hotel, Cannock</b>	<b>£175 per delegate</b>
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### Managing Attendance

The effective management of staff attendance is a crucial aspect of controlling costs, supporting your employees and taking action where it is necessary. This one-day masterclass is designed to provide managers with the skills and confidence required to deal effectively with employee absence, while maintaining a positive and productive working environment by exploring good practice, key skills and techniques to make the management of attendance issues easier. (See page 7 of Directory for full course details)

<b>Masterclass</b>	<b>11<sup>th</sup> May 2017</b>	<b>10 - 3</b>	<b>Yarnfield, Stone, Staffs</b>	<b>£175 per delegate</b>
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### Wake up to Wellbeing

With the increasing focus on data and information it is not surprising that employee wellbeing is often overlooked - but from an organisational perspective, employee wellbeing is the key factor in performance, productivity and staff retention. This Masterclass will help you develop a positive mind-set, improve resilience & harness your energy, enabling you to take action to improve your physical, mental and emotional health. It will be an interactive day, leaving you feeling good about yourself and ready to face life's challenges. (See page 9 of Directory for full course details)

<b>Masterclass</b>	<b>17<sup>th</sup> May 2017</b>	<b>10 - 3</b>	<b>Tillington Hall Hotel, Stafford</b>	<b>£175 per delegate</b>
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### Working with Change

Effective change that is thoughtful and coherent can bring enormous benefits to the school or academy, students and communities, as well as enrich teachers as leaders and professionals. This Masterclass will introduce managers to a range of change management practices, techniques and tools to ensure your change is successful. (See page 7 of Directory for full course details)

<b>Masterclass</b>	<b>25<sup>th</sup> May 2017</b>	<b>10 - 3</b>	<b>MoatHouse, Acton Trussel <sup>1</sup></b>	<b>£175 per delegate</b>
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<sup>1</sup> NB. This venue has no disabled access

<p><b><u>Inspiring Leaders</u></b></p> <p>The pace of change within education continues and schools are set to become even more complex. With the demands on schools and academies ever increasing there is an unprecedented requirement for strengthening leadership. The traditional model of a leader is no longer viable &amp; school leadership in the future will need to be more transformational, participative and adaptable. (See page 10 of Directory for full course details)</p>				
<b>Masterclass</b>	<b>5<sup>th</sup> June 2017</b>	<b>10 - 3</b>	<b>Yarnfield Park, Stone</b>	<b>£175 per delegate</b>
<p><b><u>Effective Performance Management (Teachers)</u></b></p> <p>With the increasing Ofsted focus on the effectiveness of appraisal processes and the correlation between teacher's pay and performance it is essential that everyone involved in Teachers performance management fully understands the framework, policy and processes surrounding the crucial area. This masterclass will equip delegates with a comprehensive understanding of the above and the practical tools and techniques for holding appraisal discussions and dealing with performance issues. (See page 12 of Directory for full course details)</p>				
<b>Masterclass</b>	<b>13<sup>th</sup> June 2017 29<sup>th</sup> June 2017 7<sup>th</sup> July 2017</b>	<b>10 - 3</b>	<b>Upperhouse, Barlaston Roman Way Hotel, Cannock Tillington Hall Hotel, Stafford</b>	<b>£175 per delegate</b>
<p><b><u>Having Difficult Conversations</u></b></p> <p>In today's busy workplace we are constantly under pressure to juggle our own commitments and attend to different colleagues' needs, often having to adapt to changing priorities as the days pass. This environment can be stressful and lead to conflicting views and ideas. Managing conflict is an integral part of good people management and the end goal is to re- establish peaceful working relationships. This Masterclass looks at ways to mitigate situations as they arise and negotiate resolutions through powerful conversations. (See page 11 of Directory for full course details)</p>				
<b>Masterclass</b>	<b>4<sup>th</sup> July 2017</b>	<b>10 - 3</b>	<b>Keele University Hub, Newcastle</b>	<b>£175 per delegate</b>
<p><b><u>Safer Recruitment Masterclass<sup>2</sup></u></b></p> <p>Delivered by an accredited safer recruitment trainer, this course is offered as a full day event for those new to the safer recruitment process and will cover everything from statutory requirements to promoting a wider culture of vigilance. (See page 19 of Directory for full course details)</p>				
<b>Masterclass</b>	<b>8<sup>th</sup> June 2017 14<sup>th</sup> Sept 2017 2<sup>nd</sup> Nov 2017</b>	<b>10 - 3</b>	<b>Madeley Stafford Cannock</b>	<b>£175 per delegate</b>

<sup>2</sup> School host venues

## Safer Recruitment Refresher

Delivered by an accredited safer recruitment trainer, this course is offered as a short 2 hour refresher, for those who want to bring their skills up to date. (See page 19 of Directory for full course details)

<b>Short Course</b>	<b>18<sup>th</sup> May 2017 12<sup>th</sup> Oct 2017</b>	<b>10 - 12</b>	<b>Tamworth Moorlands</b>	<b>£79 per delegate</b>
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## Effective Headteacher Performance Management

This half day course provides delegates with a clear understanding of the importance of the HTPM process and the tools to make it effective in promoting school improvement. (See page 15 of Directory for full course details)

<b>Short Course</b>	<b>4<sup>th</sup> May 2017 10<sup>th</sup> May 2017 11<sup>th</sup> May 2017 9<sup>th</sup> June 2017 15<sup>th</sup> June 2017</b>	<b>4 – 7pm<sup>3</sup></b>	<b>Cannock Rugeley Moorlands Newcastle Burton</b>	<b>£79 per delegate</b>
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## Social Media in the Workplace

The use of social media has grown significantly over the last few years and is not set to slow down in the future. The range of implications this has on the workplace are far reaching from online defamation, cyber bullying and data protection issues. These and any more issues pose a significant risk for organisations. The short course on offer will look at how to manage social media in the workplace. (See page 14 of Directory for full course details)

<b>Short Course</b>	<b>18<sup>th</sup> May 2017</b>	<b>9.30-12</b>	<b>Stafford</b>	<b>£79 per delegate</b>
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To book a course, offer your school as a venue, enquire about booking bespoke, twilight or INSET events or indeed enquire about a course you would like that does not appear on this list please contact;

Rachel Clews

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<sup>3</sup> Earlier courses available on request