

Liverpool Children's Services

# Governors' News

Issue 53

Summer 2007



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BRM Governors' Forum  
Liverpool Governors' Forum  
Summer Term Training Programme



[www.liverpool.gov.uk](http://www.liverpool.gov.uk)

# Bullying

**As part of its commitment to providing a safe environment for all children, Liverpool Children's Services has been consulting on a draft version of a Liverpool Anti Bullying Strategy.**

All schools recognise the damage that bullying, racism and violent behaviour can cause and exercise their responsibilities to remain vigilant and ready to act when necessary. Bullying can take many forms - some very obvious like physical taunting and violence, and others that are far more subtle and difficult to detect.

Bullying and racism can never be overlooked. In very extreme cases, bullying has led to the suicide of young people who have sought the only way left to them to escape their bullies. Bullies, as well as their victims, need support and staffs in schools need to be fair and consistent in their approaches to the management of bullying.

In a school where there is effective practice to combat bullying, racism and violent behaviour you could expect to see the following:

- an established anti-bullying policy in practice throughout the school and all staff and pupils subscribing to its contents.
- the policy is understood by staff, pupils and parents/carers who contribute their views on its implementation and impact.
- the policy is regularly reviewed by and shared with all members of the school community including teaching staff, support staffs, pupils, School Council, governors, parents/carers and supply staff.
- an established race-equality policy.
- opportunities taken to raise awareness of the cause and effects of bullying in lessons, assemblies, circle times and School Council meetings.
- the whole school approach to bullying, racism and violent behaviour is explicitly one of 'zero tolerance'.

- all members of the school community apply a consistent approach to the management of bullying and race-related incidents and to the application of appropriate sanctions and support. Full records are kept.
- In the case of race-related incidents, the school applies the Liverpool Children's Services guidelines on recording and reporting.
- every pupil can name, with confidence, at least one staff member whom they would trust and inform if bullying or racism occurs either to themselves or involving another pupil.
- every pupil is aware of the process that is triggered when an incident involving bullying or racism is reported. Pupils and their parents/carers understand the consequences when bullying or racism is proven to be the case following investigation.
- all staff are aware of the damaging effects of bullying and racism and of the potential that bullying and racism have to limit a pupil's freedom to learn.
- materials and resources used in the curriculum support a whole school ethos where bullying and racism is discouraged and where mutual respect is encouraged.
- staff are aware of the procedure to follow if the bullying that is reported indicates a child protection concern.

A copy of the draft Anti Bullying Strategy was sent to all schools in the spring term as part of the consultation exercise, It can also be viewed on the city council website:

<http://councillors.liverpool.gov.uk/cCatDisplay.asp?ch=doc&cat=558&path=0&J=1>

If you would like to provide any comments or views on the strategy, please contact:

Paul Dagnall  
Inclusion Support Manager  
[xxxx.xxxxxxx@xxxxxxxx.xxx.xx](mailto:xxxx.xxxxxxx@xxxxxxxx.xxx.xx)

*See page 13 for details of a briefing session on Liverpool's Anti-Bullying Strategy*

## The Vetting and Barring Scheme

Derived from The Safeguarding Vulnerable Groups Act 2006, the new Vetting and Barring Scheme is due to be introduced in a phased roll-out from autumn 2008. In the meantime, the DfES, Department of Health and Home Office are drafting the Regulations.

### Provisions under the Safeguarding Vulnerable Groups Act

In summary, the Act includes the following provisions:

- Coverage of the scheme defined in terms of regulated and controlled activities \*
- Two barred lists with four routes to inclusion on one or both of the barred lists
- An Independent Barring Board
- The referral of relevant information
- A right of appeal to the Care Standards Tribunal
- A series of new criminal offences to enforce the scheme

\* The Act and the new Vetting and Barring Scheme will not distinguish between paid and unpaid (voluntary) work as this does not have any bearing on the potential for abuse.

### Improvements under the new Vetting and Barring Scheme

When the new Vetting and Barring Scheme is phased in from autumn '08, it will reform current vetting and barring practices through the following improvements:

#### The Integration of lists

The Protection of Children Act (POCA) list, Protection of Vulnerable Adults (POVA) list, List 99 and the Disqualification Order Regime will be replaced by the new Vetting and Barring Scheme. There will be a single list of those barred from working with children and a separate, but aligned, list of those barred from working with vulnerable adults.

#### Pre-employment vetting

The scheme will ensure that those who are known to present a risk of harm to children and/or vulnerable adults are prevented from entering the relevant workforce in the first place.

#### Independent and consistent decision making

A new Independent Barring Board will be set up to take all discretionary decisions on who should be placed on the barred lists both prior to an individual's employment and, if necessary, following a referral into the scheme.

#### The introduction of continuous monitoring

When relevant new information becomes known about an individual who is already in the workforce and being monitored by the scheme, the Independent Barring Board will if necessary review the original decision not to bar. Where they have registered, the employer will be notified if a person's status in the Vetting and Barring Scheme has changed.

#### Workforce coverage

The scope of the new scheme will be wider than the current arrangements. For example, in relation to vulnerable adults this is a significant step forward from the existing POVA scheme, which applies in regulated social care settings only.

#### A reduction in bureaucracy

Once people have joined the new scheme, subsequent employers will be able to check their status in the scheme on-line, free of charge.

#### Wide range of sources of information

As with the current arrangements, certain organisations will be under a duty to refer relevant information about individuals to the Independent Barring Board. Under the new scheme, other employers and service providers will also have the opportunity to refer information

Further information about the Vetting and Barring Scheme is available from:

[www.everychildmatters.gov.uk/vettingandbarring](http://www.everychildmatters.gov.uk/vettingandbarring)

## Eco-Schools

The Eco-Schools programme provides a simple framework to enable your school to analyse its operations and become more sustainable.

The scheme is rooted in a genuine desire to help children become more effective citizens by encouraging them to take responsibility for the future of their own environment. It is not about environmental excellence, it is about your school starting to look at how it impacts upon the environment and how this is decided upon and can be managed.

Pupil involvement is a key part of the Eco-Schools programme. Having pupils engaged in the whole process, including monitoring, action planning and decision-making, leads to genuine ownership of the programme and an increase in their sense of responsibility for the school environment and local area.

Eco-Schools begins with registration. Once registered your school will be part of an international group of schools working towards education for sustainable development (ESD) and a better quality of life for local and (through joint action) global communities.

It is also an award scheme that will raise the profile of your school in the wider community.

There are three award levels:

- Bronze award - self-assessed via website leading to a certificate.
- Silver award - self-assessed via website leading to a certificate.
- Green Flag - externally assessed leading to a certificate and flag.

The Eco-Schools Bronze and Silver Awards are based upon self-assessment by the school itself.



The Eco-Schools Green Flag is assessed by trained assessors through a personal visit. In addition, assessors will visit a random sample of paper-based assessed schools each year, to ensure that standards are maintained.

It is only at Green Flag level that any written documentation is required, and this is kept to an absolute minimum to save paper.



### Benefits of Eco-Schools

The Eco-Schools programme is not just about improving the quality of the local environment. There are many other reasons to get involved including:

- The opportunity to integrate environmental and sustainability issues into the life of your school, altering your school ethos.
- Opportunities to deliver the Eco-Schools programme through curriculum work.
- The opportunity to raise achievement, and enhance learning styles and thinking skills.
- The potential for financial savings.
- Benefits for the community and the whole school.
- Access to a network of support agencies.
- Opportunities for local and national publicity.
- Links with other schools in the UK and across the globe.

More information on the programme is available on the website: [www.eco-schools.org.uk](http://www.eco-schools.org.uk)

# Common Assessment Framework

Within 'Every Child Matters' there is a requirement for all agencies to work together to promote the well-being of children. One of the initiatives around this is the Common Assessment Framework. This allows practitioners to work together with the family to record information about a child so that work can begin to establish the level of concern and what needs to be done to address the concern.

## Background

Within the Change for Children agenda under Every Child Matters there are a series of initiatives.

The initiatives are to give:

- parents and carers' information and special help needed to support their children;
- children a clear voice, encouraging them to take responsibility for their own development;
- those who work with children guidance to work together across agency and practitioner boundaries, to help all children achieve their potential whatever their background, while minimising the risk of children experiencing harm or abuse.

The CAF is designed to enable a trained practitioner to discuss a concern with the family and record the outcomes of this discussion on a standard form.

With the family/child's consent, this assessment can then be shared with other practitioners to work out what action is required and by whom.

At any one time there will only be one CAF in existence for any child, regardless of the number of agencies involved.

To ensure there is no duplication of effort, an online directory, *ContactPoint*, will be made available to authorised staff enabling practitioners to find out who else is working with the same child or young person, making it easier to deliver more coordinated support.

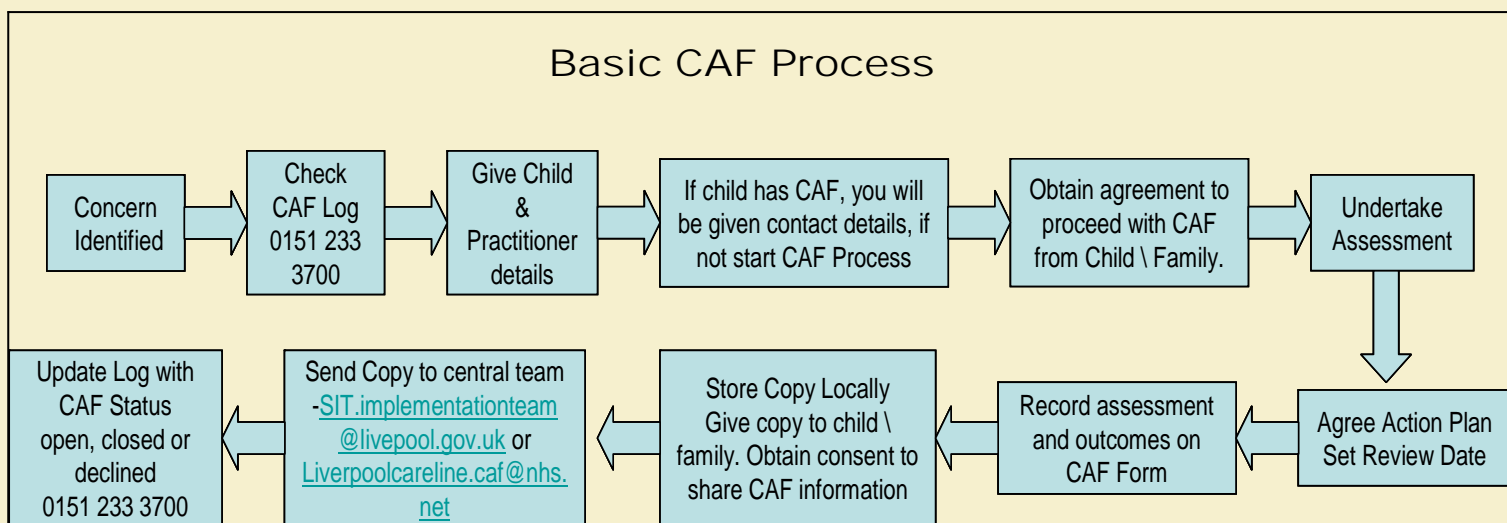
## When is CAF needed?

The CAF will promote more effective, earlier identification of additional needs, particularly in universal services. It is intended to provide a simple process for a holistic assessment of a child's needs and strengths, taking account of the role of parents, carers and environmental factors on their development.

Practitioners will then be better placed to agree with the child and family about what support is appropriate. The CAF will also help to improve integrated working by promoting co-ordinated service provision.

Mark Holmes  
CAF Project Manager  
xxxx.xxxxxx@xxxxxxxxxx.xxx.xx

see page 11 for details of briefings delivered by Mark on this subject





**Teachers' TV is not only for teachers**, it's for everyone involved with schools, including governors, support staff, parents, children and of course teachers at the various stages of their career. General interest programmes are also watched by people with an interest in education. It is funded by the DfES but is editorially independent.

For governors, the responsibility to keep up to date can seem overwhelming. There's so much to know, so many new developments to be aware of: Teachers' TV has a wide range of programmes to help.

The website has an extensive range of information and features as well as a full archive of broadcast programmes.

If you register on the website, you can choose to receive regular updates about forthcoming programmes and, as an Associate, access parts of the website people who haven't registered cannot reach.

There are programmes made with governors in mind covering a wide range of issues. These programmes are of course broadcast but are also in the video library and may be downloaded and watched on a computer whenever is convenient. There's also a weekly education news bulletin; the programmes about good practice in the classroom provide an opportunity to explore issues around teaching and learning and are informative for governors who have particular curriculum interests.

Examples from the *Just for Governors* programmes include:

### *Quizzing the Data*

Data quiz helping governors manage statistics, graphs and jargon

### *Talking Point*

Do we need to rethink the way our schools are governed?

### *Finance*

Hypothetical panel debate on dealing with budget deficits

The screenshot shows the Teachers' TV website interface. At the top, there's a navigation bar with links for 'videos', 'key stages', 'subjects', 'roles', 'whole school issues', 'tv guide', 'associates', and 'help'. Below this is a 'Video Browser' section with a search box and a 'Search' button. The main content area shows 'Results: 1 - 4 of 4' filtered by 'Governor' and 'Primary'. Four video thumbnails are displayed, each with a title, duration, and a 'WATCH NOW' button. The titles are: 'Gifted and Talented - What Does It Mean For Parents?', 'Just for Governors - Ideas from the Box: School Improvement and Targets', 'Just for Governors - Ideas from the Box: Every Child Matters', and 'Just for Governors - Ideas from the Box: School Improvement and Well-Being'. A 'Programmes RSS feed' section is also visible on the left side of the video browser.

### *Bullying*

A bullying incident prompts a governors' debate

### *Special Needs*

Advice on gaining understanding of SEN children in your school

### *Exclusion and Drugs*

What should governors do when a child is caught with cannabis?

Watch Teachers' TV on digital television: Sky 880, Telewest 240, NTL 240, Homechoice 845 or Freeview 88 (from 11.00 am to 1.00 pm) or watch videos on the web any time : [www.teachers.tv](http://www.teachers.tv).

As a member of Liverpool Governors' Forum, your school is also a member of the National Governors' Association, the single organisation recognised by government as representing governor opinion across the country. Through your local association, LGF, this gives you access to all the help and information provided by the NGA at national level.

In addition to our local committee meetings, officers of LGF attend on your behalf the two NGA regional meetings which are held each year in Preston (North West Region) and the annual Conference for Chairs of Local Associations held in Birmingham. Reports of these meetings and of the workshops we attended can be found on the LGF website [www.livgovforum.org.uk](http://www.livgovforum.org.uk) under the menu heading 'News and Features' and you can request further information about any of the items discussed by emailing any committee member. Our email addresses can be found on the site's home page.

At the regional meetings, items of local interest are discussed in addition to the national issues which affect all governors. Importantly, we are invited to submit items for the agenda, so if there are topics which you would like to be raised at regional level, please let us know.

Although it is less likely to be possible to put items on the agenda for national meetings, there is always a generous period set aside for questions, during which we can raise any issues of concern to our members. These are important

opportunities to tap into the combined wisdom of experienced governors across the country and we would urge all governors to take advantage of them.

A further benefit of NGA meetings, of course, is the opportunity during the informal parts of the day - coffee breaks and lunch time - to talk with governors from other parts of the country to exchange experiences and to discuss the different solutions we have found to the problems

we all face as governors. The benefits that spring from these contacts can be passed on to our members through our website message board.

I was delighted recently to receive an email from a member who had just discovered our website and had recognised the value of the service it can provide to governors. I know there are still many governors in the city who have not got round to looking at the site and exploring what it has to offer. If you are among them, please spend a few minutes having a look at [www.livgovforum.org.uk](http://www.livgovforum.org.uk) and if you like what you see make use of the message board, and recommend us to your colleagues. If you have criticisms of the site or suggestions for its improvement, please email me or any other committee member.

Joe Hartley  
Chairman  
Liverpool Governors' Forum

## DfES Consultation: Attendance targets

Current regulations requiring maintained schools to set targets for reducing absence cease to have effect after the school year ending in summer 2008. The Department for Education and Skills is proposing new regulations that maintain such targets and also place in law a focus on individual pupil, as well as whole-school, absence.

The proposed *Education (School Attendance Targets) (England) Regulations 2007* will require schools to set a target for total school absence, as well as absence for defined pupil groups (as determined by school census data). Chief amongst the latter groups would be persistent absentees; pupils with 20 per cent or more absence. The consultation will run until 21 May and can be viewed and completed on the DfES' e-Consultations site: [www.dfes.gov.uk/consultations/index.cfm](http://www.dfes.gov.uk/consultations/index.cfm).

## Black and Racial Minorities Governors' Conference

Over the past few months Liverpool Black and Racial Minorities Network has been working with School Governor Services to develop a BRM Governors Forum. The aim of the Forum is to promote excellence in education across Liverpool by engaging and supporting governors from black and racial minority communities and increasing the diversity of governing bodies.

The Forum is to be officially launched at a conference on Thursday 10th May. The conference will be chaired by Professor Alfred Zack-Williams. Professor Zack-Williams has been a governor for seventeen years he was previously chair of governors at Mosspsits Infants and has served as chair of governors at Calderstones since 1993.

We asked Professor Zack-Williams for his thoughts on his experience as a black governor and the important role a BRM forum could play. Here is what Alfred had to say:

“As a black governor I feel I bring a different perspective to a governing body. One of the first questions I asked when I became a governor at Calderstones was, ‘What are we doing to attract more black teachers?’ In response we set up a sub-committee to look at diversity issues and increasing the number of black employees, as this, in my view is a prerequisite for inspiring Black students. In discussions with colleagues, staff and other parents the triad of parents, governors and staff have brought about much needed change, which I hope will continue to inspire all our children. This said, there is still a lot more to be done and I constantly look for contributions from Black parents. Black parents must come forward to serve as governors.

I feel that a BRM governor’s forum is an excellent idea. Many Black parents may that feel they do not have the necessary skills to be a governor but this is simply not true. The Authority provides ample training opportunities for those interested to be well equipped for the task of becoming an effective governor, thus making a major

contribution to the life of the school. The more black and racial minority governors we have the better it is for the school, more diverse governing bodies will help shape the ethos of schools and strengthen social cohesion. A BRM governor’s forum can encourage more people from black and racial minority communities to become governors and create a support system for new and existing BRM governors.



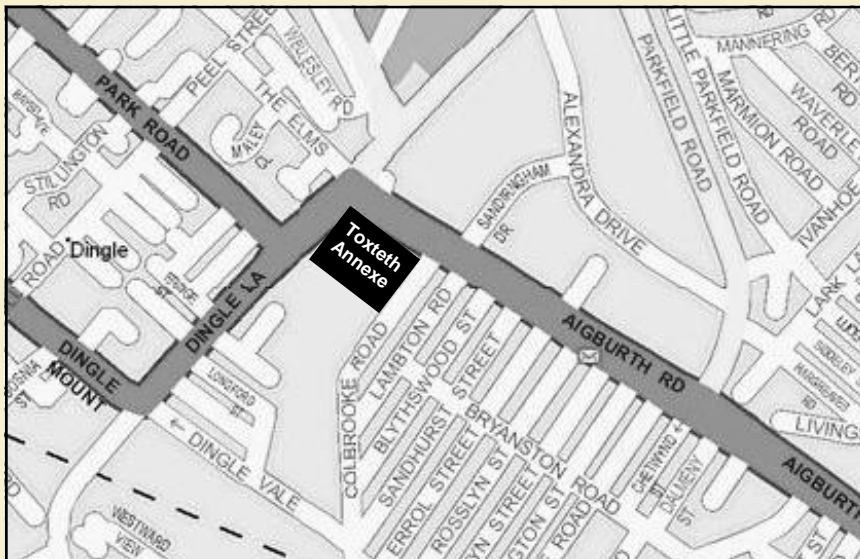
Prof Alfred Zack-Williams

The conference is an excellent opportunity to publicise the important role a BRM governor’s forum can play. It offers a chance to reach out to people from black and racial minority communities across the city to show that they are needed; that their contribution can have a positive impact and that they can be in a position to influence how schools are run.

I would encourage governors and non governors, particularly from black and racial minority communities, to attend what will be a very exciting and important conference”

*The conference takes place on Thursday 10th May 10.00 – 2.00pm at Toxteth Annexe Conference Centre. See page 10 for details.*

# Venues



## Toxteth Annexe

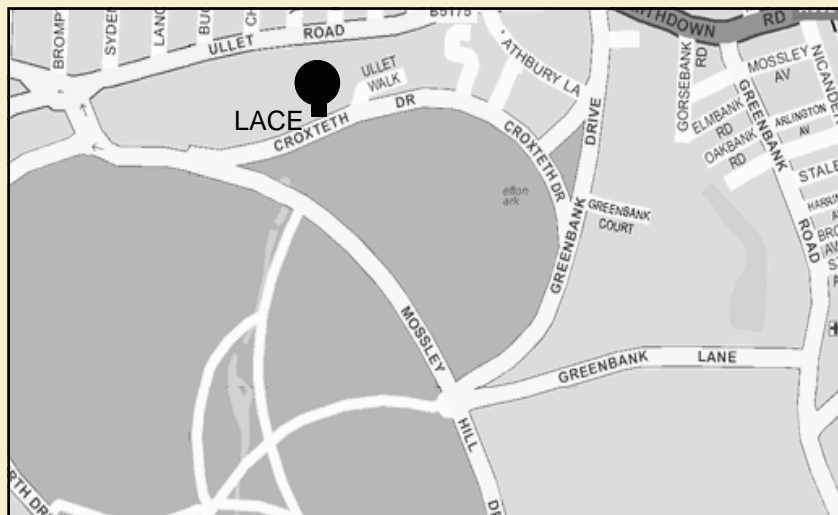
Toxteth Annexe Conference Centre is located on the inward bound carriageway of Aigburth Road, Liverpool 17, near to the junction with Dingle Vale and opposite McDonalds. The centre has a free car park adjacent.

If travelling by bus, numbers 20, 60, 82, 103 and X5 all stop nearby on Aigburth Road.

## LACE

Courses advertised as being at LACE are held at the Liverpool Archdiocesan Centre for Evangelisation Conference Centre. Vehicle entrance is in Croxteth Drive, Sefton Park, Liverpool 17. Car parking is free.

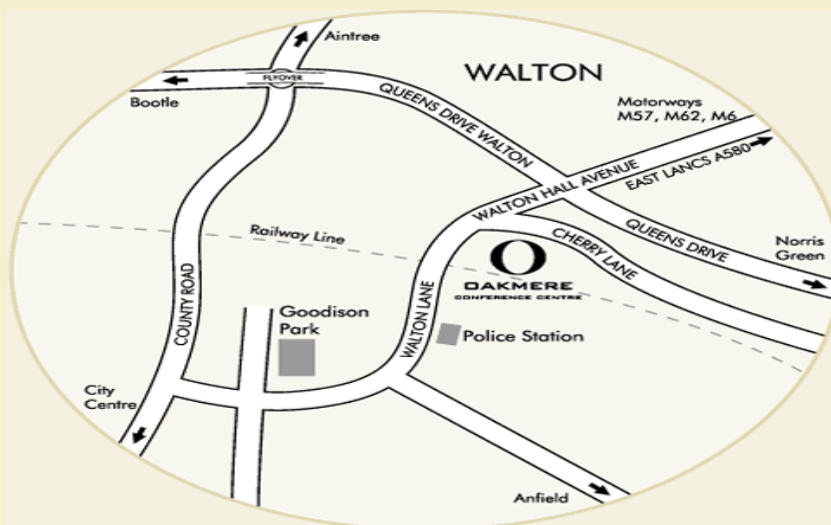
If travelling by bus, numbers 35, 75, 80, 80A, 176 and 180 all travel down Ullet Road, which runs behind the LACE buildings parallel to Croxteth Drive. There is a pedestrian entrance on Ullett Road.



## Oakmere

Oakmere Conference Centre is located on Cherry Lane, Walton, Liverpool 4. Car parking is free.

If travelling by bus, numbers 19, 60, 81 and 92 stop on Queens Drive or Walton Hall Avenue.



## Briefings and Meetings for Summer Term 2007

### Termly Meeting for Clerks

Target group:  
Clerks to governing bodies and committees

Thursday, 03 May 10.00am to 12noon  
Ref G07/23

Venue: Croxteth Hall, Croxteth Hall Lane, L12

The meeting will cover briefings and discussion on current issues as well as an opportunity to share good practice and raise queries.

Presenters:  
Terry Brown and Dave Cadwallader  
School Governor Services

Cost: Free

### Termly Meeting for Chairs

Target group:  
Chair *or representative* of the Governing Body

Thursday, 10 May 6.30pm to 8.30pm  
Ref G07/24

Venue: LACE, Croxteth Drive, Sefton Park, L17

The Executive Member for Children's Services and the Executive Director of Children's Services will address the meeting. There will be a presentation followed by discussion and question time.

Cost: Free

### Black and other Racial Minority (BRM) Governors' Forum

Thursday, 10 May 10.00am to 2.00pm (Refreshments and lunch provided)

Venue: Toxteth Annexe Ref:G07/22

The official launch of Liverpool's BRM Governors' Forum. The Forum seeks to promote **excellence in education** across Liverpool by engaging and supporting governors from black and racial minority communities and **increasing the diversity** of governing bodies.

#### Speakers

Taher Qassim  
Chair, BRM Steering Group

Colin Hilton  
Chief Executive, Liverpool City Council

Councillor Erica Kemp  
Chair, Children's Services Select Committee

Cost: Free

## **The Role of the School Governor (R&R)**

*Based on The National Training Programme for New Governors*

*A three-part course for new governors and clerks  
or  
A refresher for experienced governors and clerks!*

### **Module 1: The Strategic Role of Governors**

Wednesday, 09 May  
10.00am to 12noon at LACE Ref G07/25  
or  
6.30pm to 8.30pm at Toxteth Annexe Ref G07/26

This session will cover:

- Types of governors and categories of schools
- Powers and duties of governing bodies
- School development plans

### **Module 2: The 'Critical Friend'**

Monday, 14 May  
10.00am to 12noon at Toxteth Annexe Ref G07/27  
or  
6.30pm to 8.30pm at LACE Ref G07/28

This session will cover:

- Monitoring
- Attainment
- The legal framework

### **Module 3: Accountability**

Monday, 21 May  
10.00am to 12noon at Toxteth Annexe Ref G07/29  
or  
6.30pm to 8.30pm at LACE Ref G07/30

This course will cover:

- Accountability
- Headteacher's reports
- Complaints against the school

Presenter:  
Dave Cadwallader, School Governor Services

Cost:  
Free with Governor Training Service Agreement 1  
£75 per session if no service agreement

## **CAF - The Common Assessment Framework (ECM)**

Wednesday, 16 May  
10.00am – 12noon at Toxteth Annexe Ref: G07/34  
or  
6.30pm – 8.30pm at LACE Ref: G07/35

The briefing will cover:

- the national agenda and how it relates to local provision
- the Common Assessment Framework, The Children's Index and the Children's Service Directory
- how the CAF will augment and enhance multi agency working

Presenters

Mark Holmes, CAF Project Manager  
Chris Higgs, Policy & Service Development  
Officer

Cost:

Free with Governor Training Service Agreement 1  
£75 per session if no service agreement

## **Health and Well-being in Schools (ECM)**

Tuesday, 12 June  
10.00am to 12noon at Toxteth Annexe Ref: G07/36  
or  
6.30pm to 8.30pm at LACE Ref: G07/37

Children's health and well-being is one of the city council's top priorities and a key government performance indicator. This briefing will outline actions currently undertaken in Liverpool to improve the health and well-being of our children and will cover:

- healthy eating
- physical activity

Presenter:

Stephen Tiffany, Senior Effectiveness Officer,  
Personal, Social and Health Education & PE

Cost:

Free with Governor Training Service Agreement 1  
£75 per session if no service agreement

## Extended Provision in Schools

Headteachers and partners from across a range of services in the city have been engaged in a series of workshops that seek to bring an understanding of extended provision in schools. The workshops have been organised in cluster areas to allow consideration of provision at a local as well as national level.

It was decided to extend this format to include briefings for governors again based on cluster groups. The sessions offered this term are grouped by established Learning Networks.

Each session will cover:

- The context of Extended Schools
- Current priorities
- The next steps

*A map and directions for these venues will be sent to all participants*

Presenters:

Mike Pope, Senior Education Officer  
Dave Cadwallader, School Governor Services

Cost: All sessions are free

### G10 Learning Network

Tuesday, 15 May  
10.00am to 12noon  
*Ref G07/31*

Venue: Sunflower Centre,  
Speke Road, L25

Abbots Lea  
Belle Vale  
Bishop Martin  
Childwall  
Childwall Valley  
Cross Farm  
Gateacre Comprehensive  
Hope  
Hunts Cross  
Lower Lee  
Much Woolton  
Norman Pannell  
Our Lady of the Assumption  
Our Lady's Bishop Eton  
Palmerston  
Rudston Infant  
Rudston Junior  
St Benedict's College  
St Francis Xavier's College  
St Gregory's  
St Julie's High  
St Paschal Baylon  
Woolton Infant  
Woolton Junior

### Kirkdale Learning Network

Tuesday, 22 May  
10.00am to 12noon  
*Ref G07/32*

Venue: The Beacon Primary  
School, Heyworth Street, L5

Alsop High  
Anfield Junior  
Anfield Infant  
Archbishop Beck  
Archbishop Blanch  
The Beacon  
Blessed Sacrament Junior  
Blessed Sacrament Infant  
Breckfield  
Campion  
Everton Children & Family Centre  
Faith  
Gwladys Street  
Hope Valley  
Kirkdale St Lawrence  
North Liverpool Academy  
Notre Dame  
Our Lady Immaculate  
Pinehurst  
St Francis De Sales Junior  
St Francis De Sales Infant  
St John's  
St Margaret's (Anfield)  
St Vincent de Paul  
The Trinity  
Whitefield

### Fiveways Learning Network

Wednesday, 23 May  
10.00am to 12noon  
*Ref G07/33*

Venue: National Wildflower  
Centre, Court Hey Park, Roby  
Road, L16

Ashfield  
Blueberry Park  
The Blue Coat  
Broadgreen High  
Broadgreen Primary  
Childwall Sports College  
Christ The King  
Corinthian  
Dovecot  
Heygreen  
Kensington Junior  
Kensington Infant  
King David High  
King David Primary  
Knotty Ash  
Lawrence  
Millstead  
Mosspsits Infant  
Mosspsits Junior  
New Park  
Northway  
Our Lady Of Good Help  
Phoenix  
Sacred Heart  
St Anne's (Stanley)  
St Francis of Assisi Academy  
Wavertree

## **Special Educational Needs (SEN) Code of Practice (ECM, R&R)**

Thursday, 21 June  
10.00am to 12noon at Toxteth Annexe Ref: G07/38  
or  
6.30pm to 8.30pm at LACE Ref: G07/39

The briefing will cover:

- The role and responsibilities of the governing body
- Different ways of meeting Special Educational Needs
- School practices and procedures

Presenter: Sue Williams, Effectiveness Officer, SEN/  
Inclusion

Cost:  
Free with Governor Training Service Agreement 1  
£75 per session if no service agreement

## **Effective Meetings (R&R)**

*In partnership with Sefton Children's Services*

Saturday, 23 June 9.30am to 12noon  
Ref G07/40

Venue: Oakmere Centre, Cherry Lane, L4  
(a map and directions will be sent to participants)

The session will cover:

- Governing body powers and duties
- Delegation
- Legal framework
- Recording meetings

Presenters:  
Fran Stoddart, Sefton Governor Support & Training  
Officer  
Dave Cadwallader, School Governor Services

Cost:  
Free with Governor Training Service Agreement 1  
£75 per session if no service agreement

## **Whose School Is It Anyway? (R&R)**

Tuesday, 26 June  
10.00am to 12noon at LACE Ref: G07/41  
or  
6.30pm to 8.30pm at Toxteth Annexe Ref: G07/42

The briefing will cover:

- Building Schools for the Future
- Extended provision in schools
- Workforce re-modelling
- School structures vs cultures

Presenter:  
Ian Andain, Headteacher, Broadgreen High School  
(A Technology College)

Cost:  
Free with Governor Training Service Agreement 1  
£75 per session if no service agreement

## **Bullying (ECM)**

*In partnership with Sefton Children's Services*

Tuesday, 03 July  
10.00am to 12noon Ref: G07/43  
or  
6.30pm to 8.30pm Ref: G07/44

Venue (both sessions): Oakmere Centre, L4  
(a map and directions will be sent to participants)

The briefing will cover:

- BullyBusters scheme
- Anti-Bullying strategy in schools
- Discussion on dealing with bullying

Presenters:  
Kayte Eaton, Bully Busters Co-Ordinator  
Paul Dagnall, Senior Inclusion Manager (Liverpool)  
Tracy McKeating, Sefton Area Education Welfare  
Officer  
Geoff Catterall, Sefton Attendance Services Manager

Cost:  
Free with Governor Training Service Agreement 1  
£75 per session if no service agreement



**LIVERPOOL ARCHDIOCESE  
SUMMER TERM 2007  
TRAINING COURSES**

**RE/Worship**

9 May 7-9 pm  
St Edmund Arrowsmith School, Ashton-in-Makerfield, Wigan WN4 9PF

**Ethos/Mission**

13 June 10-12 noon  
LACE, Croxteth Drive, Sefton Park,  
Liverpool L17 1AA

**Foundation Governor Role**

24 April 7-9pm  
St Gregory's High School,  
Cromwell Road, Warrington WA5 1HG

**Admissions**

5 June 10-12 noon  
LACE, Croxteth Drive, Sefton Park,  
Liverpool L17 1AA

**Inspection**

23 May 10-12 noon  
LACE, Croxteth Drive, Sefton Park,  
Liverpool L17 1AA

Booking forms available from school  
or  
Archdiocesan website –  
[www.archdiocese-of-liverpool.co.uk](http://www.archdiocese-of-liverpool.co.uk)

Further information contact  
Archdiocesan Schools Department  
0151 522 1071

**Booking onto a course**

Preferably, bookings should be made in writing by post, fax, or email - the application form on the next page provides more details on where to send your booking. Telephone bookings can also be accepted on 0151 233 3944.

Governors should not pay for courses themselves. Schools receive a grant for training, which includes money for governor training, and are usually happy to support governors wishing to develop their role. Most schools buy a subscription, called a *Service Agreement*, to cover unlimited access to our courses for their governors and staff. Please check with your school before booking on to a course.

**Governors with a disability**

Any governor with a disability wishing to access governor training and support should contact School Governor Services to discuss particular needs. Wherever possible we will do our best to assist.

Governors with mobility problems may be able to get the support of a volunteer travel companion via Local Solutions, a Liverpool-based registered charity. To find out more you can contact Local Solutions by:

tel: 0151-709 0990

fax: 0151-709 9326

minicom: 0151-709 4962

email: [info@localsolutions.org.uk](mailto:info@localsolutions.org.uk)

web: [www.localsolutions.org.uk](http://www.localsolutions.org.uk)

**Accreditation for Governors and Clerks**

Founded in 1846, The College of Teachers was granted a Royal Charter by Queen Victoria to provide academic qualifications for those involved in education.

Recognising the role of the school governor, the College offers an accreditation scheme: the Certificate of Educational Studies, Levels 1 and 2, based on attendance at approved training courses offered through Liverpool School Governor Services.

For further details contact Terry Brown.

## Summer 2007 Booking Form

Please return to Jean Worrall, School Governor Services,  
Toxteth Annexe Conference Centre, Aigburth Road, Liverpool, L17 7BN  
tel/fax: 0151 233 3944 email: jean.xxxxxxx@xxxxxxxxx.xxx.xx

Name.....Tel.....  
Address.....Post code.....  
email.....School.....

Please indicate the courses you would like to attend



Termly Meeting for Clerks	Thursday 03 May 10.00am to 12noon	G06/23	
BRM Governors' Forum	Thursday 10 May 10.00am to 2.00pm	G06/22	
Termly Meeting for Chairs	Thursday 10 May 6.30pm to 8.30pm	G06/24	

### The Role of the School Governor:

Strategic Role	Wednesday 9 May 10.00am to 12noon	G07/25	
Strategic Role	Wednesday 9 May 6.30pm to 8.30pm	G07/26	
The Critical Friend	Monday 14 May 10.00am to 12noon	G07/27	
The Critical Friend	Monday 14 May 6.30pm to 8.30pm	G07/28	
Accountability	Monday 21 May 10.00am to 12noon	G07/29	
Accountability	Monday 21 May 6.30pm to 8.30pm	G07/30	

### Extended Provision in Schools

G10 Network	Tuesday 15 May 10.00am to 12noon	G07/31	
Network D	Tuesday 22 May 10.00am to 12noon	G07/32	
Fiveways Network	Wednesday 23 May 10.00am to 12noon	G07/33	

Common Assessment Framework	Wednesday 16 May 10.00am to 12noon	G07/34	
Common Assessment Framework	Wednesday 16 May 6.30pm to 8.30pm	G07/35	
Health and Well-being in Schools	Tuesday, 12 June 10.00am to 12noon	G07/36	
Health and Well-being in Schools	Tuesday, 12 June 6.30pm to 8.30pm	G07/37	
SEN Code of Practice	Thursday 21 June 10.00am to 12noon	G07/38	
SEN Code of Practice	Thursday 21 June 6.30pm to 8.30pm	G07/39	
Effective Meetings	Saturday 23 June 9.30am to 12noon	G07/40	
Whose School Is It Anyway?	Tuesday, 26 June 10.00am to 12noon	G07/41	
Whose School Is It Anyway?	Tuesday, 26 June 6.30pm to 8.30pm	G07/42	
Bullying	Tuesday, 03 July 10.00am to 12noon	G07/43	
Bullying	Tuesday, 03 July 6.30pm to 8.30pm	G07/44	

# School Governor Services Service Level Agreements 2007/08

## Training

There are five options available. Governing bodies may choose **one or more**:

### Option 1

Subscription for unlimited places for all governors and staff on all courses advertised in **Governors' News** (approximately 20 sessions per term).

**Cost: £40 per number of governors as recorded on your Instrument of Government**

### Option 2

One on-site training session of up to one hour which may be scheduled into a governing body meeting.

**Cost: £130**

### Option 3

One on-site training session of up to two hours.

**Cost: £230**

### Option 4

**Governing Body Self Review Programme**  
(Full details on request)

**Cost: £400**

### Option 5

**Learning Network service**

One two-hour on-site training session.

**Cost: £250**

## Clerking

The service is offered on the basis of a fee per meeting as follows:

Meeting up to two hours: £170

Each additional hour or part thereof: £25

## Non Service Agreement Emergency Cover Pricing Policy

Subject to availability, an emergency clerking cover service is offered on the basis of a fee per meeting:

### Minuting Service

Meeting up to two hours: £110

Each additional hour or part thereof: £20

# School Governor Services Course Evaluations 2006/07

During the year April 2006 to March 2007 75 meetings and courses were offered: an average of 25 per term. Total attendance on all courses was 1365 governors.

All participants are asked to evaluate our courses and a summary of responses for this period is shown below.

	Content %	Methods %	Deliverer %	Venue %
<b>Excellent</b>	60.54%	45.72%	62.42%	50.93%
<b>Good</b>	38.00%	49.06%	34.87%	41.13%
<b>Satisfactory</b>	1.46%	5.22%	2.71%	7.31%
<b>Poor</b>	0.00%	0.00%	0.00%	0.63%



## Governors' News

is published termly by  
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