

# Southwark Governor Training Summer 2025

## Welcome to the Southwark Training Programme

Our governors are crucial to the success of our schools, and we are pleased to offer you a training & development programme which provides opportunities for you to learn from experts, share practice and gain new ideas and insights. Our training offer reflects both local and national priorities and is designed to help you fulfil your role confidently and be the best governor you can be. The DfE Governance guides encourage Boards to be committed to professional development and ensure it is reflected in their budget. As part of induction and continuous development, effective boards encourage everyone involved in governance, especially those new to their role, to make the most of the resources, guidance and training available to develop their knowledge and skills. We have sessions for new and longstanding governors, sessions which will develop your skills and specialist knowledge, and sessions aimed at Chairs and leading governors. **We look forward to seeing you at our events.**

## How to book

Governors with access to GovernorHub (GH) should book courses they wish to attend directly on the GH website, otherwise contact [selina.mcclure@southwark.gov.uk](mailto:selina.mcclure@southwark.gov.uk) with your training requests.

## What's new this Summer?

Taking SEND Governance to the Next Level – 26/06/2025

Equality Duty Training- 01/07/2025

Free Panel training – 28/04/2025 and 17/06/2025

## About the programme

Much of the programme takes place in the evening and will be delivered via Zoom. Any face-to face sessions will take place at Tooley Street. If your school subscribes to the Southwark Training SLA, the sessions are free of charge. Governors from non-subscribing schools will be charged a pay-as-you-use basis. You can find further course details in [GovernorHub](#) or on the SELA website: [www.schools.southwark.gov.uk](http://www.schools.southwark.gov.uk).

# Course Programme

Course	Date	Time	Booking Link
Panel Training	Monday 28 April	18:00 to 19:30	<a href="#">Book here</a>
Governors' Forum	Wednesday 7 May	18:00 to 20:00	<a href="#">Register here.</a>
Safer Recruitment refresher	Thursday 08 May	10:00 to 14:00	
<del>Preparing for an education inspection — postponed</del>	<del>Tuesday 13 May</del>	<del>18:00 to 19:30</del>	<del><a href="#">Book here</a></del>
Induction 1: Governors' roles & responsibilities	Tuesday 20 May	18:00 to 19:30	<a href="#">Book here</a>
Induction 2: Governors' roles & responsibilities – continued	Thursday 22 May	18:00 to 19:30	<a href="#">Book here</a>
Induction 3: School curriculum	Monday 02 June	18:00 to 19:30	<a href="#">Book here</a>
Safeguarding – practical application	Wednesday 04 June	18:00 to 19:30	<a href="#">Book here</a>
Safer recruitment – <b>in person at Tooley Street</b>	Thursday 05 June	9:30 to 16:30	
New governor induction module 4: Special Educational Needs and Disabilities (SEND)	Wednesday 09 June	18:00 to 19:30	<a href="#">Book here</a>
Safeguarding – Intermediate level	Wednesday 11 June	18:00 to 19:30	<a href="#">Book here</a>
Financial Management for Governors	Monday 16 June	18:00 to 20:00	<a href="#">Book here</a>
Induction 5: HR framework	Monday 16 June	18:00 to 19:30	<a href="#">Book here</a>
Panel Training	Tuesday 17 June	18:00 to 19:30	<a href="#">Book here</a>
Induction 6: Finance in maintained schools	Monday 23 June	18:00 to 19:30	<a href="#">Book here</a>
Taking SEND Governance to the Next Level	Thursday 26 June	18:00 to 19:30	<a href="#">Book here</a>
Induction 7: Safeguarding (Introductory level)	Tuesday 01 July	18:00 to 19:30	<a href="#">Book here</a>
Equality Duty	Tuesday 01 July	18:30 to 20:00	<a href="#">Book here</a>
Online safety including DFE cyber security standards	Tuesday 08 July	18:00 to 20:00	<a href="#">Book here</a>

# Course details

## Induction Modules

Southwark's new governor induction consists of seven modules, covering the three core functions of the governing board and explaining governors' roles and responsibilities in overseeing the school curriculum, school finance, safeguarding, staffing and the provision of education to children with special educational needs and disabilities. The induction programme is offered on a termly basis. Apart from modules one and two, which follow in sequence, the remaining modules are 'standalone' sessions and governors can mix and match the modules between the series, as convenient. If you are a newly appointed or elected governor or **are looking for a refresher** then these sessions are for you.

### Induction 1 and 2: Governors' roles & responsibilities

**Dates and time:** Tuesday 20 May ([Book here](#)) and Thursday 22 May ([Book here](#)) at 18:00

**Who the course is for:** All Governors

**Course description:** The session will outline governors' roles and responsibilities including accountability - the structure of the governing board, how it operates and how you can get the most out of meetings. The course content has been reviewed to ensure it reflects the latest governance arrangements. The course comprises two sessions and governors should attend **both** sessions.

**Trainer:** Andrew Dodge (Education consultant)

**Cost:** Free of charge if your school subscribes to the Southwark Training SLA, Governors from non-subscribing schools will be charged a pay-as-you-use basis.

**Venue:** Zoom

### Induction 3: School Curriculum

**Dates and time:** Monday 2 June ([Book here](#)) at 18:00

**Who the course is for:** All Governors

**Course description:** This examines the governors' role in overseeing the structure and delivery of the school curriculum (introduces the early years foundation stage, primary and secondary phases): definition of the curriculum; the national curriculum; clarifying the governors' role; monitoring and evaluating the curriculum

**Trainer:** Melian Mansfield (Education consultant)

**Cost:** Free of charge if your school subscribes to the Southwark Training SLA, Governors from non-subscribing schools will be charged a pay-as-you-use basis.

**Venue:** Zoom

### Induction 4: Special Educational Needs and Disabilities (SEND)

**Dates and time:** Monday 09 June ([Book here](#)) at 18:00

**Who the course is for:** All Governors

**Course description:** This It outlines the responsibilities of the governing body for overseeing the provision of education to children with special educational needs and disabilities. It covers inclusive school; Education, Health and Care (EHC) plans, the Local Offer, the Code of Practice, personal budgets and funding; the future of SEND - the SEND reforms (Green Paper); the role of the governing body, the link governor and others

**Trainer:** Stuart Hayter (Education consultant)

**Cost:** Free of charge if your school subscribes to the Southwark Training SLA, Governors from non-subscribing schools will be charged a pay-as-you-use basis.

**Venue:** Zoom

## Induction 5: HR framework

**Dates and time:** Monday 16 June ([Book here](#)) at 18:00

**Who the course is for:** All Governors

**Course description:** This course introduces you to the human resources framework within which schools and governors operate:

- staffing structure and appointments, including safer recruitment, equal opportunities, disability and discrimination legislation
- staff dismissal - discipline and capability procedures; grievance procedure
- teacher appraisal and pay, including the Headteacher's performance appraisal.

**Trainer:** Shereen Moussa (Head of Schools Human Resources)

**Cost:** Free of charge if your school subscribes to the Southwark Training SLA, Governors from non-subscribing schools will be charged a pay-as-you-use basis.

**Venue:** Zoom

## Induction 6: Finance in maintained schools

**Dates and time:** Monday 23 June ([Book here](#)) at 18:00

**Who the course is for:** For LA maintained school governors only, contents not relevant to academy or free school governors

**Course description:** This session provides all the information you need to get started. It explains the governors' role and responsibilities for overseeing the financial management in their schools.

Topics covered:

- schools' financial regulations
- overview of school funding and the annual cycle
- budget setting and monitoring
- the role of the governing body, school and the Local Authority

Please note Schools finance does not support or deal with academies. There is crossover between what is covered and academies., however there are some sections of the session that do not apply.

**Trainer:** Hayden Judd and Andrea Dennis (School Finance)

**Cost:** Free of charge if your school subscribes to the Southwark Training SLA, Governors from non-subscribing schools will be charged a pay-as-you-use basis.

**Venue:** Zoom

## Induction 7: Safeguarding (Introductory level)

**Dates and time:** Tuesday 01 July at 18:00 ([Book here](#))

**Who the course is for:** Governors who have undertaken no previous safeguarding or child protection training. This is also a useful **refresher** for all Governors and Trustees.

**Course description:** Governing boards and MATs are required to ensure that schools work to safeguard pupils and promote their welfare. They need to consider child protection procedures alongside strategies to reduce the risk of harm. This session examines:

- The principles of safeguarding children and young people (and 18+ learners)
- The legal responsibilities of governors
- The DfE expectations of governing bodies
- Which pupils are at greatest risk and why
- Risk outside of the home - including online safety and contextual risks
- Safe professional practice

**Trainers:** John Guest (Education Consultant)

**Cost:** Free of charge if your school subscribes to the Southwark Training SLA, Governors from non-subscribing schools will be charged a pay-as-you-use basis.

**Venue:** Zoom

## For all Governors

### Governors' Forum

**Date and time:** Wednesday 07 May at 18:00. Register [here](#).

**Who the course is for:** all Southwark Governors and Trustees

**Course description:** Southwark Governor Services are pleased to continue to support all Governors with termly information briefings. You can access previous briefings and presentations at any time [here](#)

**Cost:** Free for all Southwark Governors and Trustees.

**Venue:** Zoom

## Additional sessions

The following sessions are the next steps for governors - those who are involved in a specific area or have an interest in certain areas or specific processes

### Equality Duty

**Dates and time:** Tuesday 01 July at 18:00 ([Book here](#))

**Who the course is for:** All Governors

**Course description:** This course will explore the Equality Act and its implication for schools and settings. We will reflect on the legal requirements, Ofsted expectations, roles and responsibilities and how they impact on the role of governance.

**Trainer:** Steve Barker (Education Consultant)

**Cost:** Free of charge if your school subscribes to the Southwark Training SLA, Governors from non-subscribing schools will be charged a pay-as-you-use basis.

**Venue:** Zoom

### Financial Management for Governors

**Dates and time:** Monday 16 June at 18:00 ([Book here](#))

**Who the course is for:** All **maintained** school governors, particularly for those who are members of Finance/Resources committees.

**Course description:** This session will:

- Provide an insight into how schools are funded.
- Consider governors' strategic role in both the approval of the annual budget as well as the regular monitoring of actual financial performance.
- Develop governors' confidence in understanding and questioning the financial information provided to them.
- Develop governors' awareness of the questions they should be considering when reviewing the effectiveness of a school's spending, looking at tools such as Financial Benchmarking and the Schools Efficiency Metric Tool.

**Trainer:** Sarah Amissah (Governance Consultant – Croydon Education Partnership)

**Cost:** Free of charge if your school subscribes to the Southwark Training SLA, Governors from non-subscribing schools will be charged a pay-as-you-use basis.

**Venue:** Teams

## Online safety including DFE cyber security standards

**Dates and time:** Tuesday 01 July at 18:00 ([Book here](#))

**Who the course is for:** All governors, particularly those with safeguarding responsibility

**Course description:** This session explores the role of governors and trustees in supporting and challenging their schools in how they address their online safety responsibility and considers what security measures schools are required to take to mitigate the risks posed by cyber-attacks.

**Trainer:** David Powell (Education Consultant)

**Cost:** Free of charge if your school subscribes to the Southwark Training SLA, Governors from non-subscribing schools will be charged a pay-as-you-use basis.

**Venue:** Zoom

## Panel Training

**Dates and time:** Monday 28 April ([Book here](#)) and Tuesday 17 June ([Book here](#)) at 18:00

**Who the course is for:** Any non-staff governors/Trustees. *There is an expectation that all governors that take part in panels will have accessed this training.*

**Course description:** This course will help you to prepare to take part in a panel. It examines the processes, skills and behaviours required of governors and others, covering:

- the range of different panels (disciplinary, grievance, capability, pay etc.) that can be convened
- the role of HR and the clerk in arranging and supporting the panel hearing
- preparing for a hearing – managing information flow
- the importance of confidentiality and impartiality
- understanding the decision-making context
- ensuring compliance with the law
- ensuring due care is taken in relation to consider Southwark's Values, the pledge of Southwark Stands Together and the Southwark 2030 Strategy

**Trainers:** Shereen Moussa (Head of Schools Human Resources) and Marcia Van-Loo (Specialist Employment Lawyer)

**Cost:** Free for all Southwark Governors and Trustees

**Venue:** Zoom

## Preparing for an education inspection

**Dates and time:** ~~Tuesday 13 May at 18:00 ([Book here](#))~~ Postponed date TBC

**Who the course is for:** All Governors.

**Course description:** This session outlines current inspection framework requirements and helps governor's plan and prepare for an inspection. It covers:

- Key areas of focus in the inspection process
- Key judgement areas, grading scale and criteria that inspectors will use to base their judgements on
- Questions that inspectors may ask
- The role of governors in preparing and contributing to an education inspection.

**Trainers:** David Bromfield and Dany Thomas (Senior School improvement Advisors)

**Cost:** Free of charge if your school subscribes to the Southwark Training SLA, Governors from non-subscribing schools will be charged a pay-as-you-use basis.

**Venue:** Zoom



### Safeguarding: Intermediate

**Dates and time:** Wednesday 11 June at 18:00 ([Book here](#))

**Who the course is for:** Safeguarding Link governors and governors who have completed an introduction to safeguarding

**Course description:** This session builds on introduction to safeguarding and examines the following:

- The strategic role of governors in creating and maintaining a culture of vigilance, safety and safeguarding
- The role of the Designated Safeguarding Lead - support and challenge
- Harmful sexual behaviours (child-on-child) and links to online safety
- Supporting pupils who are Looked after in public care

**Trainers:** John Guest (Education Consultant)

**Cost:** Free of charge if your school subscribes to the Southwark Training SLA, Governors from non-subscribing schools will be charged a pay-as-you-use basis.

**Venue:** Zoom

### Safeguarding: Practical application

**Dates and time:** Wednesday 04 June at 18:00 ([Book here](#))

**Who the course is for:** Governors who have completed the introductory and intermediate level training level training, Safeguarding Link governors.

**Course description:** This course focuses of the practical aspects of safeguarding, to enable governors to discharge their safeguarding responsibility.

It explores good practice in:

- Monitoring the single central record
- Carrying out a safeguarding visit and gathering evidence to demonstrate compliance.
- Examining the provisions of the LA safeguarding audit.
- Ensuring that statutory safeguarding policies are understood, reviewed and ratified by the board, individual governor or headteacher as appropriate.

**Trainers:** David Powell (Education Consultant)

**Cost:** Free of charge if your school subscribes to the Southwark Training SLA, Governors from non-subscribing schools will be charged a pay-as-you-use basis.

**Venue:** Zoom

### Safer Recruitment

**Dates and time:** Thursday 05 June at 09:00-16:30 ([Book here](#))

**Who the course is for:** Anyone who will be involved in recruitment and has not had any training within the last 4 years.

**Course description:** Southwark Schools Human Resources is running Safer Recruitment training accredited by The Safer Recruitment Consortium and deliver this to schools, to ensure schools can meet their obligation to keep children safe in education.

**Trainers:** HR Team

**Cost:** Please see website for costs and contact [schoolshr@southwark.gov.uk](mailto:schoolshr@southwark.gov.uk) if you have booking queries.

**Venue:** Tooley Street



### Safer Recruitment refresher

**Dates and time:** Thursday 08 May at 10:00-14:30 ([Book here](#))

**Who the course is for:** To book onto this course, please show evidence of your certificate for the full day training session, dated within the last 3 years.

**Course description:** Southwark Schools Human Resources is running Safer Recruitment training accredited by The Safer Recruitment Consortium and deliver this to schools, to ensure schools can meet their obligation to keep children safe in education.

**Trainers:** HR Team

**Cost:** Please see website for costs and contact [schoolshr@southwark.gov.uk](mailto:schoolshr@southwark.gov.uk) if you have booking queries.

**Venue:** Online

### Taking SEND Governance to the Next Level

**Dates and time:** Thursday 26 June at 18:00 ([Book here](#))

**Who the course is for:** All Governors - experienced governors, particularly SEND Governors.

**Course description:** The governance tools will cover areas such as risk, stakeholder engagement, strategic reporting and evaluation. These will be applied in the context of SEND with the aim of further improving the quality and effectiveness of SEND governance at your school.

**Trainers:** Adam Boddison (Education Consultant)

**Cost:** Free of charge if your school subscribes to the Southwark Training SLA, Governors from non-subscribing schools will be charged a pay-as-you-use basis.

**Venue:** Zoom